

**HOUSING & REDEVELOPMENT AUTHORITY OF ST. CLOUD, MN
REGULAR MEETING MINUTES**

Wednesday, April 23, 2025

Prior to the meeting, the following Board members attended an apartment building tour at Germain Towers: Scott Brodeen, Tami Calhoun, John Dvorak, Seal Dwyer, Nancy Gohman, Hudda Ibrahim, and Hani Jacobson.

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, April 23, 2025 at 905 W St. Germain Street, St. Cloud MN 56301. Chair Nancy Gohman called the meeting to order at 5:25 p.m.

Consent Agenda:

1. Roll call was taken. Commissioners present: Scott Brodeen, Tami Calhoun, John Dvorak, Seal Dwyer, Nancy Gohman, Hudda Ibrahim, and Hani Jacobson. Commissioners absent: none.
2. Approval of Agenda – Commissioner Dwyer moved for approval; Commissioner Dvorak seconded the motion. All Commissioners voted in favor; the motion carried.
3. Approval of Study Session Minutes, March 26, 2025 – approved as presented.
4. Approval of Regular Minutes, March 26, 2025 – approved as presented.
5. Approval to Write-Off Resident Accounts Receivable – approved as presented.
6. Approval of Contract for Lead Based Paint Risk Assessor and Clearance Testing Services – contract approved with Environmental Health Testing Services for the Lead Based Paint Risk Assessments in the amount of \$465.00 for Risk Assessment, \$275.00 for Clearance Test, and \$740.00 if both are needed.
7. Approval of Contract for Boiler Replacement at Eastwood Apartments – contract approved with Yale Mechanical in the amount of \$37,700.00 for the replacement of two boilers at Eastwood Apartments.

Open Forum: Chair Gohman asked Louise Reis, Executive Director, if any member of the public had requested to speak; Ms. Reis responded there were none.

Old Business: none.

New Business:

8. Approval of Mural on Germain Towers Stair Tower – Ms. Reis shared within Germain Towers there is a portion of space that is rented by the Paramount Center for the Arts. The Paramount has their name on the stair tower closest to the Paramount entrance by the parking ramp, and they are requesting permission for an artist to design and install a mural with paint or possibly another art medium. Commissioner Calhoun added that murals and public art create a perception that our downtown is safe and approachable and draw people to the area. Chair Gohman asked who will approve the mural and Ms. Reis requested the Paramount bring ideas to the HRA to be presented to the Board for final approval. Chair Dvorak asked who will cover insurance for the artists to complete the work on the tower and Ms. Reis said that is a question for the Paramount before the project begins. Commissioner Dvorak asked if the other outside tower could have art installed? This request will be discussed with the Paramount. Commissioner Dwyer added there are many grants available for artists to create on the space. Commissioner Dwyer moved for approval; Commissioner Dvorak seconded the motion. All Commissioners voted in favor; the motion carried.

9. Approval of Funding for and Suspension of the Homestead Incentive Loan Program – Ms. Reis shared the Homestead Incentive Loan Program provides a qualified homebuyer up to \$5,000 to be used for down payment, closing costs, and prepaids. Ms. Reis added it is a very popular program, so the HRA has requested the Board to designate \$15,000 for the Homestead Incentive Loan Program, which is \$14,680 from loan repayments in previous down payment assistance programs and \$320 of reserves. Ms. Reis then asked the Board to suspend the program until at least \$150,000 is available to restart the program. Commissioner Dwyer asked if there is a way to get additional funds from Minnesota Housing. Ms. Reis said an email was received that Minnesota Housing has also ran out of funds in their program. Commissioner Brodeen asked if the only source of incoming funds from the repayment of loans. Ms. Reis said yes, right now the program is primarily funded through repayments. Commissioner Dvorak moved for approval; Commissioner Brodeen seconded the motion. All Commissioners voted in favor; the motion carried.

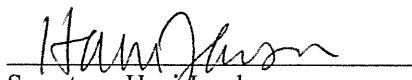
10. Approval of Contract for Boiler Replacement at Empire Apartments – Mr. Soenneker shared the HRA is requesting approving the contract with Kraft Contracting & Mechanical in the amount of \$193,000.00 for the replacement of two boilers and two water pumps at Empire Apartments. He said the HRA hiring Design Tree Engineering to evaluate the existing heating system and to create a replacement plan; they solicited bids from contractors and received six bids. Kraft Contracting was the lowest bid received. Commissioner Dvorak asked why Kraft came in significantly lower the Mr. Soenneker replied they are looking for work, and the reference checks came back positive so the HRA is comfortable moving forward. Chair Gohman asked when the project will begin and Mr. Soenneker said as soon as the boilers can be shut down, the project will move forward. Commissioner Dvorak moved for approval; Commissioner Jacobson seconded the motion. All Commissioners voted in favor; the motion carried.

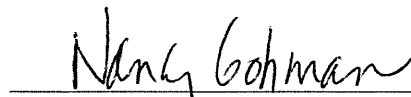
11. Report on Activities – Ms. Reis shared April is Fair Housing Month and HRA staff will be undergoing fair housing training at the monthly staff meeting. She also shared The Minnesota Department of Revenue conducted an audit of the HRA's agency claim process, a sampling of claims and records related to those debts. The audit had one finding that stated two payments were not reported timely to Revenue Recapture because payments must be reported within 30 days and the HRA missed the 30-day deadline. Commissioner Dwyer asked about the open units at Riverside and Ms. Reis responded part of it is the aging population; deaths, moves to assisted living, etc. Commissioner Jacobson asked if someone with a Section 8 voucher could move into Riverside and Ms. Reis said yes.

Chair Gohman asked Mr. Soenneker for a CDBG update. Mr. Soenneker said there are four in construction, 13 on the waiting list, and six in the eligibility stage. Commissioner Dvorak asked if applicants let the HRA know if they find alternative financing while on the waiting list. Mr. Soenneker responded the applicants generally do not let the HRA know until they come to the top of the waiting list and are in the eligibility stage.

There being no further business, the Regular Meeting adjourned at 5:56 p.m.

ATTEST:


Secretary, Hani Jacobson


Chair, Nancy Gohman