

**HOUSING & REDEVELOPMENT AUTHORITY OF ST. CLOUD, MN
STUDY SESSION MINUTES**

Wednesday, July 23, 2025

A Study Session for the Housing and Redevelopment Authority of St. Cloud (HRA) Board of Commissioners was held on Wednesday, June 23, 2025. Chair Nancy Gohman called the meeting to order at 5:00 p.m. Commissioners present: Scott Brodeen, Tami Calhoun, John Dvorak, Seal Dwyer, Hudda Ibrahim, Hani Jacobson, and Nancy Gohman. Commissioners absent: none.

Finance Director, Karen Rizer began the Study Session by reviewing the table calculating the annual tax levy. The requested levy amount is \$790,000, or a 9% increase which is under the maximum levy limit by \$377,786. Of the increase \$40,000 would go to general operations while \$25,000 would go to the Fix-Up Loan Program. Ms. Rizer continued to page two with the Central Office Cost Center (COCC) draft 2026 budget, adding the salaries and benefits line item is decreased from 2025 due to Executive Director Reis' planned retirement in October and the Deputy Director position being eliminated at that time.

Vice-Chair Dwyer asked if one more Fix-Up Loan would meet capacity. Ms. Rizer stated that it does not and it is difficult to estimate how much more would be needed due to the possible elimination of the Community Development Block Grant (CDBG) funds, however it would likely be in the hundreds of thousands.

Chair Gohman noted that the dollar amount requested for the levy could only go down once approved, not up. Chair Gohman then asked what is the difference between the fee income we receive and the cost of expenses we pay out. Ms. Rizer stated that is essentially, the levy, without we would be in a deficit of approximately 30% and without the Fix-Up monies around 20%. Commissioner Brodeen stated that generally he is not in favor of any tax increases, however these funds are staying here in the community. He then asked if the HRA levy funds are carved out of the City's levy and Ms. Rizer stated that we have our own line item on property taxes, and the HRA's levy funds are separate from the City's levy funds.

There being no further discussion, the Study Session adjourned at 5:20 p.m.

ATTEST:

Chair, Nancy Gohman

Secretary, Hani Jacobson

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

Wednesday, July 23, 2025

A Regular Meeting for the Housing and Redevelopment Authority of St. Cloud (HRA) Board of Commissioners was held on Wednesday, July 23, 2025 at 1225 W St. Germain Street, St. Cloud MN 56301. Chair Nancy Gohman called the meeting to order at 5:20 p.m.

Consent Agenda:

1. Roll call was taken and the pledge of allegiance spoken. Commissioners present: Scott Brodeen, Tami Calhoun, John Dvorak, Seal Dwyer, Hudda Ibrahim, Hani Jacobson, and Nancy Gohman. Commissioners absent: none.
2. Approval of Agenda – Commissioner Dvorak moved for approval; Vice Chair Dwyer seconded the motion. All Commissioners voted in favor; the motion carried.
3. Approval of Study Session Minutes, June 25, 2025 – approved as presented.
4. Approval of Regular Meeting Minutes, June 25, 2025 – approved as presented.
5. Review of 2025 Financial Reports – no action required.
6. Approval of Payment Standards for the Housing Choice Voucher (HCV) Program – REQUESTED ACTION: Approve.

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:

7. Approval Joint Powers Agreement with State of Minnesota – St. Cloud Technical College. Ms. Reis stated that HRA staff is recommending to approve the Joint Powers Agreement through the State of Minnesota with the St. Cloud Technical College for the building of a single-family home on 152 19th Ave N. The Technical College will provide students and instruction through their construction classes for this home build. The HRA will work with a general contractor to pull permits and provide work that the students may not be able to complete. Minnesota Housing has given the HRA value gap funds in the amount of \$99,252 to assist with the build. Classes at the Technical College will begin at the end of August and the HRA will need to have this agreement in place for them to begin. Commissioner Dvorak asked if there was already a design plan in place and if the building will be built on site. Ms. Reis stated that yes, the design plan was completed as an assignment by the students, and the building will be built on site. Discussion was held on building permits, SAC/WAC fees, and possible cost adjustments. Commissioner Dvorak moved for approval; Vice Chair Dwyer seconded the motion. All Commissioners voted in favor; the motion carried.
8. Approval of Contract for construction of a single-family home at 152 19th Ave North – Ms. Reis stated that the HRA advertised for bids and we had one contractor submit a bid for \$367,918.55. The HRA is hopeful that costs can be lowered depending on what the students can do for plumbing. This cost does not cover realtor fees. The home is a four-bedroom, three bathrooms with a finished basement and a two-car garage.

Discussion was held regarding current building costs and requirements specific to the project such as green communities and visitability. Commissioner Ibrahim spoke about the importance of the First-Generation Home program and her work with that program. Vice Chair Dwyer moved for approval; Commissioner Dvorak seconded the motion. All Commissioners voted in favor; the motion carried.

9. Approval of Contract for Common Area Furnace and Air Conditioner Replacement at Swisshelm Village Apartments Two. Ms. Reis stated that the air conditioning and heating unit that covers the common areas of the building went out in the beginning of May. The building has air conditioning in the units but the two large commercial units that cover the common areas need to be replaced. The HRA received proposals from two businesses and is requesting approval for Weidners Mechanical to do the work for \$26,760. Commissioner Dvorak moved to approve; Commissioner Ibrahim seconded the motion. All Commissioners voted in favor; the motion carried.

10. Approval of Resolution 2025-09 – HUD Continuum of Care DV Rapid Re-Housing Grant Agreement – Ms. Lindberg stated that the HRA is requesting acceptance of the grant from HUD for the Continuum of Care DV Rapid Re-Housing in the amount of \$173,257 to serve victims of domestic violence in Benton, Stearns, Sherburne and Wright counties. The grant will provide both rental assistance and supportive services. The HRA has secured matching funds in the amount of \$43,314 from Lutheran Social Services (LSS) with a goal for them to enter into a Subrecipient Agreement to oversee and administer the grant on our behalf. Chair Gohman asked why we do not intend to apply for the grant in FY 2025. Ms. Lindberg stated that it is a difficult type of funding to administer and requires layers of supportive services. The HRA was willing to apply for these funds because no one else was applying for them. LSS was willing to assist us with administering the funds so that they would be used and not withdrawn from our area. In the future it is the expectation that LSS will apply for the funds as they have the experience and capacity in both rental assistance and supportive services. Commissioner Calhoun asked why this grant is more difficult to administer. Ms. Reis explained that you need to have a service provider that is large enough to provide match dollars up to 25% and also be able to provide the supportive services. Commissioner Dvorak moved to approve; Commissioner Jacobson seconded the motion. All Commissioners voted in favor; the motion carried.

11. Approval of Subrecipient Agreement with Lutheran Social Services – Ms. Lindberg stated that the request is to enter into the Subrecipient Agreement with Lutheran Social Services (LSS). LSS has already agreed to enter into the Subrecipient Agreement and we are requesting approval. Commissioner Dvorak moved to approve; Commissioner Brodeen seconded the motion. All Commissioners voted in favor; the motion carried.

12. Approval of Resolution 2025-10 – Adopting the Special Tax Levy for Payment in the Year of 2026 – Ms. Rizer requested to approve the 2026 Special Levy in the amount of \$790,000. Commissioner Dvorak moved to approve; Commissioner Ibrahim seconded the motion. All Commissioners voted in favor; the motion carried.

13. Approval of Resolution 2025-11 – Authorizing Loan for Wilson Apartments – Ms. Reis said at Wilson Apartments the HRA is working on a domestic and sanitary plumbing line replacement project. The HRA applied to Minnesota Housing for \$4.8 million in forgivable loan funds and were awarded that amount. The HRA is now preparing to sign the loan documents. Due to bids coming in lower, the loan amount was able to decrease to \$3,495,200. This is a forgivable loan as long as Wilson continues to operate as Public Housing. Chair Gohman asked what the scheduled start time is and Ms. Reis explained we are planning for this October. Commissioner Jacobson moved for approval; Vice Chair Dwyer seconded the motion. All Commissioners voted in favor; the motion carried.

14. Report on Activities – Ms. Reis stated that Northway A & B and Grace McDowall had a management occupancy review and scored a satisfactory and also had an NSPIRE inspection and received an 83, which is a

good score. The Housing Choice Voucher program received their Section 8 Management Assessment Score and they scored as a high performer at 97%.

Chair Gohman asked Ms. Adamski for a CDBG update. Ms. Adamski said the waiting list is fluid with applicants falling off and new applicants coming on. There are currently 14 people on the waiting list and several in process.

There being no further business, the Regular Meeting adjourned at 6:16 p.m.

ATTEST:

Chair, Nancy Gohman

Secretary, Hani Jacobson