



**MEETINGS OF THE
HOUSING AND REDEVELOPMENT AUTHORITY OF ST. CLOUD
BOARD OF COMMISSIONERS**

Wednesday, August 26, 2026

**St. Cloud HRA, 1225 West St. Germain Street, St. Cloud
Board Room**

Immediately following 5:00 P.M. Study Session

STUDY SESSION -- 5:00 P.M. St. Cloud HRA Board Room

**AGENDA: National Standards for the Physical Condition of Real Estate (NSPIRE) Overview,
Pam Shaw, Property Manager**

**Mission Statement: To enhance the communities we serve by providing
housing opportunities, fostering stability, and promoting neighborhood
revitalization.**

**REGULAR MEETING OF THE
ST. CLOUD HRA BOARD OF COMISSIONERS**

**St. Cloud HRA, 1225 West St. Germain Street, Board Room
Wednesday, August 26, 2026
*Immediately following 5:00 p.m. Study Session***

STUDY SESSION -- 5:00 P.M. St. Cloud HRA Board Room

**AGENDA: National Standards for the Physical Condition of Real Estate (NSPIRE) Overview,
Pam Shaw, Property Manager**

**Mission Statement: To enhance the communities we serve by providing
housing opportunities, fostering stability, and promoting neighborhood revitalization.**

Regular Meeting Agenda:

1. Roll Call and Pledge of Allegiance.

Consent Agenda:

2. Approval of Agenda. REQUESTED ACTION: Approve.
3. Approval of Study Session Minutes, July 22, 2026. REQUESTED ACTION: Approve.
4. Approval of Regular Meeting Minutes, July 22, 2026. REQUESTED ACTION: Approve.
5. Review of 2026 Financial Report. REQUESTED ACTION: None.
6. Approval to Write-Off Resident Accounts Receivable. REQUESTED ACTION: Approve.
7. Approval of Wilson Domestic and Sanitary Pipe Replacement Project Change Order. REQUESTED ACTION: Approve.
8. Approval of Annual Snow Removal Service Contract. REQUESTED ACTION: Approve.
9. Approval of Annual Fire Sprinkler Inspection Service Contract. REQUESTED ACTION: Approve.
10. Approval of Scattered Site Concrete Replacement Contract. REQUESTED ACTION: Approve.
11. Approval of Wilson Electrical Equipment Replacement Contract. REQUESTED ACTION: Approve.

Open Forum: At this time members of the public may address the Board with questions, concerns, or comments (regarding an item NOT on the agenda). Citizens are asked to sign up to speak prior to the Open Forum portion of the meeting. Speakers will be limited to the first five citizens who sign up. The Board members will not ask questions of the speakers, but rather refer the matter to the Administration with a request for a follow-up report. A citizen may speak at the Open Forum only twice during the year.

Open Forum is limited to a total of 10 minutes. TIME LIMIT IS 2 MINUTES PER PERSON.

Old Business: none.

New Business:

12. Audit Committee Appointment.
13. Personnel Committee Appointment.
14. Report on Activities.

Open Discussion:

Adjourn.

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

Wednesday, July 22, 2026

A Study Session for the Housing and Redevelopment Authority of St. Cloud (HRA) Board of Commissioners was held on Wednesday, July 22, 2026. Chair Nancy Gohman called the meeting to order at 5:00 p.m. Commissioners present: Scott Brodeen, Tami Calhoun (arriving at 5:06 p.m.), Nancy Gohman, Hudda Ibrahim, and Hani Jacobson. Commissioners absent: Seal Dwyer.

Karen Rizer, Finance Director of the Housing and Redevelopment Authority of St. Cloud, reviewed the Pay 2027 Tax Levy proposal. Two options were presented. Option #1 in the amount of \$866,000 and Option #2 in the amount of \$961,000. The proposal for Option #1 in the amount of \$866,000 does not include purchase and/or demolition of additional blighted properties but would be in an amount sufficient to maintain existing programs and operations. Option #2 in the amount of \$961,000 included funding to purchase/demo additional blighted property. Ms. Rizer explained in the options presented at the Board Meeting on June 24, 2026, \$95,000 was anticipated to be needed for support of the Continuum of Care (CoC) Rental Assistance Programs, however; because the HRA applied for \$480,000 instead of \$625,000, the match obligation would be less and \$75,000, for the CoC, was expected to be sufficient.

Ms. Rizer stated she and Executive Director, Lori Lindberg met with the mayor, city administrator, and city finance staff on July 13, 2026, to review and discuss the two Pay 2027 Tax Levy proposal options. During the meeting on July 13, 2026, the mayor and city staff expressed support of Option #2 in the amount of \$961,000 which included levy funding to address additional blighted properties in the City of St. Cloud. Ms. Rizer explained that while Option #1, for \$866,000 does not include funding to address additional blighted properties it does include funding for the CoC program which has a greater need and is more critical at this time. Commissioner Calhoun asked Ms. Rizer to clarify whether the mayor is supportive of Option #2. Ms. Rizer confirmed.

Commissioner Gohman asked Ms. Rizer to clarify whether the previous tax levy, in 2025, was \$790,000. Ms. Rizer confirmed that it was. Commissioner Brodeen stated he had recently read that the county is considering a tax levy increase in the vicinity of 7% and while both the numbers seem reasonable, they are both increasing taxes. Commissioner Ibrahim expressed concern with the affordability of additional taxes people would need to pay, stating she understands it is challenging to provide services to meet the needs of the people, yet it is important to not place additional burden upon people when many needs are great. Commissioner Ibrahim asked Ms. Rizer how many blighted properties exist in the City of St. Cloud. Ms. Rizer responded "hundreds". Commissioner Jacobson asked Ms. Rizer about the level of priority of resolving blighted properties and how the blighted properties are obtained. Ms. Rizer said there is certainly a need for clean-up and redevelopment of blighted properties.

Clean up and redevelopment improves neighborhoods and provides for adequate housing within the City of St. Cloud. Ms. Rizer explained that a blighted property can be obtained in a variety of ways such as purchasing from the property owner, or once a property has been foreclosed upon, it can be obtained through the county as tax forfeited property. Commissioner Calhoun asked what the HRA does once a blighted property has been purchased. Ms. Rizer explained that once a blighted property is obtained, the HRA has historically demolished the property and prepared the site for redevelopment. Typically, the HRA has partnered with St. Cloud Technical Community College (SCTCC) or Habitat for Humanity to build homes on the lots. In the past, SCTCC students also designed and built a home on the cleared lot, and then the home is sold. Sometimes the property is held for future development. Commissioner Calhoun asked for clarification if the increased amount of the levy per household is an annual or monthly amount. Ms. Rizer confirmed they are annual amounts. Commissioner Gohman asked Ms. Rizer if it was possible that \$95,000 would not be enough funding to be able to purchase and demolish one property, noting the cost could be higher depending on the unique requirements of the property such as contamination, cost to remedy the blight, or address other challenges. Ms. Rizer confirmed that it might not be enough even for one house.

Ms. Rizer explained the tax levy timeline noting that on August 5, 2026, the Resolution is to be presented at the City Council Budget Meeting in preparation for the proposed levy discussion. The City Council will act on the item at the August 31, 2026, City Council Meeting.

There being no further discussion, the study session ended at 5:41 p.m.

ATTEST:

Chair, Nancy Gohman

Secretary, Tami Calhoun

**HOUSING AND REDEVELOPMENT AUTHORITY OF ST. CLOUD, MN
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

Wednesday, July 22, 2026

A Regular Meeting for the Housing and Redevelopment Authority of St. Cloud, MN (HRA) Board of Commissioners was held on Wednesday, July 22, 2026, at 1225 West St. Germain Street, St. Cloud, MN 56301. Chair Gohman called the meeting to order at 5:42 p.m.

1. Roll call was taken and the Pledge of Allegiance was spoken. Present: Scott Brodeen, Tami Calhoun, Nancy Gohman, Hudda Ibrahim, and Hani Jacobson. Absent: Seal Dwyer

Consent Agenda:

2. Approval of Agenda. Commissioner Calhoun moved items 2 - 5 for approval; Commissioner Gohman requested pulling Item 6 for discussion; Commissioner Brodeen seconded the motion. All Commissioners voted in favor; the motion carried. Approved 5-0.
3. Approval of Study Session Minutes, June 24, 2026. Approved 5-0.
4. Approval of Regular Meeting Minutes, June 24, 2026. Approved 5-0.
5. Review of 2026 Financial Reports. REQUESTED ACTION: None.
6. Approval of Contract for 1047 33rd Ave North, St. Cloud Sewer Line Replacement. Town & Country Excavating contract in the amount of \$27,589.30. Commissioner Gohman asked for explanation of the problem occurring at the property. Project Manager, Paul Soenneker, stated for several years this property has experienced periodic sewage backup into the interior of home. A company recently sent a camera down the sewer lines to identify the problem. It was determined that the sewer lines do not have adequate pitch and therefore are not properly draining to the sewer main. Commissioner Gohman asked the age of the property and sewer lines. Mr. Soenneker replied that the property is not old and has the original PVC sewer lines. Commissioner Calhoun moved for approval; Commissioner Brodeen seconded the motion. All Commissioners voted in favor; the motion passed. Approved 5-0.

Open Forum: Chair Gohman asked Ms. Lindberg if any member of the public had requested to speak; Ms. Lindberg responded there were none.

Old Business: none.

New Business:

7. Approval of Resolution 2026-10 - Acceptance of Resignation of HRA Board of Commissioner Secretary John Dvorak, and Declaration of Vacancy. Commissioner Calhoun moved for approval; Commissioner Ibrahim seconded the motion. All Commissioners voted in favor; the motion passed. Approved 5-0.
8. Election of HRA Board of Commissioners Secretary. Lori Lindberg, Executive Director, explained the Secretary reviews all Meeting Minutes and Resolutions and provides signature along with the Board Chair. Commissioner Brodeen nominated Commissioner Calhoun for the Secretary position. Commissioner Calhoun accepted the nomination. Commissioner Brodeen moved for the approval; Commissioner Jacobson seconded the motion. All Commissioners voted in favor; the motion passed. Approved 5-0.
9. Approval of Subrecipient Agreement with Lutheran Social Services (LSS) for administration of HUD FY 2025 Continuum of Care DV Rapid Re-housing Grant MN0502DK052504. Ms. Lindberg explained this request is for permission for the St. Cloud HRA and LSS to enter into a Subrecipient Agreement for the FY 2025 CoC DV Rapid Re-housing funding in the amount of \$182,483 for a term up to 1-year, September 1, 2026, to August 31, 2027. Ms. Lindberg explained the grant provides rental assistance and support services for victims of Domestic Violence in Benton, Stearns, Sherburne and Wright counties. LSS, as the Subrecipient, will administer the grant on behalf of the HRA, and the HRA will oversee LSS's performance to ensure the grant is administered in compliance. LSS has committed to providing up to \$43,315 in match funding for the grant. Commissioner Calhoun moved for approval; Commissioner Ibrahim seconded the motion. All Commissioners voted in favor; the motion passed. Approved 5-0.
10. Resolution 2026-11 – Adopting the Special Tax Levy for Payment in the Year of 2027. Commissioner Brodeen moved for approval to amend the amount of the proposal from \$961,000 to \$866,000; Commissioner Ibrahim seconded the motion. The motion passed. Approved 5-0.

Commissioner Brodeen moved for approval of Special Tax Levy for 2027 resolution in the amount of \$866,000; Commissioner Jacobson seconded the motion. All Commissioners voted in favor; the motion passed. Approved 5-0.

11. Report on Activities – Ms. Lindberg highlighted the following information from the Report on Activities:

Property Managers have been participating in various outreach opportunities throughout the community. Three Property Managers attended the monthly meetings with Salem House. One Property Manager attended a panel discussion at the Center for Family Peace. Through this additional outreach, the Property Managers have increased

contacts which have led to filling vacant units; where two individuals have moved into housing and at least two more individuals are currently in the application process.

Ms. Lindberg also provided an update on the project at Wilson and mentioned that phase seven was now complete; eight residents moved to the GrandStay during phase eight.

Ms. Lindberg reported that on July 8, 2026, an Intent to Apply was submitted to the East Central Continuum of Care for renewal. The application is due to HUD in August.

Ms. Lindberg reported that the HRA was one of 265 Public Housing Agencies nationally to receive additional VASH Vouchers to serve homeless veterans. The total VASH Vouchers managed by the HRA increased to 80.

Ms. Lindberg reported that the HRA received a Public Housing Assessment System (PHAS) Score and with a designation of High Performer and a preliminary score of 91 out of a possible 100 points.

Open Discussion:

Adjourned at 6:11 p.m.

ATTEST:

Chair, Nancy Gohman

Secretary, Tami Calhoun

AGENDA ITEM: 5

MEETING DATE: August 26, 2026

TITLE: 2026 Financial Reports

SUBMITTED BY: Karen Rizer, CPA Finance Director

BACKGROUND: The Board receives financial reports for certain properties and programs on a rotating basis.

The planned reporting schedule is as follows:

June – Empire Apartments, Scattered Sites (40 single family homes and 36 townhomes), Wilson Apartments, Germain Towers Apartments, Northway Projects A&B (Northway A/Grace McDowall Apartments and Northway B Townhomes), Eastwood Apartments, Al Loehr Apartments, Brownstones Townhomes, Creeks Townhomes, Riverside Apartments, Swisshelm One Apartments, Swisshelm Two Apartments, Westwood One Apartments, Westwood Two Apartments, Housing Choice Vouchers Program, Central Office Cost Center (COCC), Community Development Block Grant (CDBG) Program, Neighborhood Programs, and Community Housing.

July and October – Housing Choice Vouchers Program, Central Office Cost Center (COCC), Community Development Block Grant (CDBG) Program, Neighborhood Programs, and Community Housing.

August and November – Al Loehr Apartments, Brownstones Townhomes, Creeks Townhomes, Riverside Apartments, Swisshelm One Apartments, Swisshelm Two Apartments, Westwood One Apartments, and Westwood Two Apartments.

September and December – Empire Apartments, Scattered Sites (40 single family homes and 36 townhomes), Wilson Apartments, Germain Towers Apartments, Northway Projects A&B (Northway A/Grace McDowall Apartments and Northway B Townhomes), and Eastwood Apartments.

If you have any questions, call or email 320-202-3148 or krizer@stcloudhra.com

ATTACHMENTS: Financial Reports

REQUESTED ACTION: None, for information only

Al Loehr Apts

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	169,086	185,800	(16,714)	-9 %
Other Tenant Income	12,146	6,500	5,646	87
TOTAL TENANT INCOME	181,232	192,300	(11,068)	-6
OTHER INCOME	60,467	20,000	40,467	202 A
TOTAL INCOME	241,699	212,300	29,399	14
EXPENSES				
ADMINISTRATIVE EXPENSES				
COCC Fees - Mgmt, Acctg, Intake	42,720	42,500	(220)	-1
Legal Expense	502	1,750	1,248	71
Auditing Fees	1,958	2,500	542	22
Other Admin Expenses	4,906	5,000	94	2
TOTAL ADMINISTRATIVE EXPENSES	50,085	51,750	1,665	3
TENANT SERVICES EXPENSES	1,686	1,600	(86)	-5
UTILITY EXPENSES				
Water	5,288	5,700	412	7
Sewer/Stormwater	3,136	4,100	964	24
Electricity	19,425	23,000	3,575	16
Gas	1,724	2,450	726	30
TOTAL UTILITY EXPENSES	29,573	35,250	5,677	16
MAINTENANCE AND OPERATIONAL EXPENSES	178,414	85,000	(93,414)	-110 B
GENERAL EXPENSES				
Insurance	14,581	14,800	219	1
Payments in Lieu of Taxes and R/E Taxes	7,248	7,250	2	0
Bad Debt	17,100	1,500	(15,600)	-1,040 C
Protective Services	105	5,000	4,895	98
Other General Expense	13	150	137	91
TOTAL GENERAL EXPENSES	39,048	28,700	(10,348)	-36
TOTAL EXPENSES	298,807	202,300	(96,507)	-48
NET INCOME	(57,107)	10,000	(67,107)	N/A

A - Insurance proceeds; some insurance proceeds for the expenses below were received in 2025.

B - \$59,900 Repairs due to fire and \$45,900 repairs due to frozen pipes

C - 5 moveouts written off

Brownstones Townhomes

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	46,760	53,800	(7,040)	-13 %
Other Tenant Income	5,232	5,000	232	5
TOTAL TENANT INCOME	51,992	58,800	(6,808)	-12
TOTAL INCOME	51,992	58,800	(6,808)	-12
EXPENSES				
ADMINISTRATIVE EXPENSES				
COCC Fees - Mgmt, Acctg, Intake	9,075	8,000	(1,075)	-13
Legal Expense	583	500	(83)	-17
Auditing Fees	392	800	408	51
Other Admin Expenses	1,902	1,500	(402)	-27
TOTAL ADMINISTRATIVE EXPENSES	11,952	10,800	(1,152)	-11
UTILITY EXPENSES				
Water	2,301	3,150	849	27
Sewer/Stormwater	2,580	2,300	(280)	-12
Electricity	408	75	(333)	-444
Gas	701	50	(651)	-1,302
Street Light Utilities	216	225	9	4
TOTAL UTILITY EXPENSES	6,206	5,800	(406)	-7
MAINTENANCE AND OPERATIONAL EXPENSES	46,002	35,300	(10,702)	-30
GENERAL EXPENSES				
Insurance	8,626	8,300	(326)	-4
Payments in Lieu of Taxes and R/E Taxes	2,298	2,300	2	0
Bad Debt	-	500	500	100
Protective Services	-	300	300	100
Other General Expense	7	50	43	85
TOTAL GENERAL EXPENSES	10,932	11,450	518	5
TOTAL EXPENSES	75,092	63,350	(11,742)	-19
NET INCOME	(23,099)	(4,550)	(18,549)	N/A

Creeks Townhomes

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	107,028	112,400	(5,372)	-5 %
Other Tenant Income	13,146	12,000	1,146	10
TOTAL TENANT INCOME	120,174	124,400	(4,227)	-3
TOTAL INCOME	120,174	124,400	(4,227)	-3
EXPENSES				
ADMINISTRATIVE EXPENSES				
Administrative Salaries and Benefits	41	-	(41)	N/A
COCC Fees - Mgmt, Acctg, Intake	17,430	17,500	70	0
Legal Expense	2,096	500	(1,596)	-319
Auditing Fees	783	800	17	2
Other Admin Expenses	3,821	4,000	179	4
TOTAL ADMINISTRATIVE EXPENSES	24,171	22,800	(1,371)	-6
TENANT SERVICES EXPENSES	-	50	50	100
UTILITY EXPENSES				
Water	3,335	3,900	565	14
Sewer/Stormwater	3,327	3,900	573	15
Electricity	514	900	386	43
Gas	1,158	1,166	8	1
Street Light Utilities	432	500	68	14
TOTAL UTILITY EXPENSES	8,766	10,366	1,600	15
MAINTENANCE AND OPERATIONAL EXPENSES	68,517	78,550	10,033	13
GENERAL EXPENSES				
Insurance	10,757	10,700	(57)	-1
Payments in Lieu of Taxes and R/E Taxes	4,500	4,500	-	0
Bad Debt	7,142	2,000	(5,142)	-257 A
Protective Services	-	1,250	1,250	100
Other General Expense	9	100	91	91
TOTAL GENERAL EXPENSES	22,408	18,550	(3,858)	-21
TOTAL EXPENSES	123,862	130,316	6,454	5
NET INCOME	(3,689)	(5,916)	2,227	N/A

A - 3 moveouts written off

Riverside Apts

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	338,986	344,500	(5,514)	-2 %
Other Tenant Income	9,366	11,000	(1,634)	-15
TOTAL TENANT INCOME	348,352	355,500	(7,148)	-2
OTHER INCOME	5,158	6,000	(842)	-14
TOTAL INCOME	353,510	361,500	(7,990)	-2
EXPENSES				
ADMINISTRATIVE EXPENSES				
Administrative Salaries and Benefits	66	-	(66)	N/A
COCC Fees - Mgmt, Acctg, Intake	64,770	60,000	(4,770)	-8
Legal Expense	2,591	6,000	3,409	57
Auditing Fees	2,349	2,700	351	13
Other Admin Expenses	15,694	12,500	(3,194)	-26
TOTAL ADMINISTRATIVE EXPENSES	85,471	81,200	(4,271)	-5
TENANT SERVICES EXPENSES	2,168	2,000	(168)	-8
UTILITY EXPENSES				
Water	5,381	6,500	1,119	17
Sewer/Stormwater	6,123	5,750	(373)	-6
Electricity	18,827	21,500	2,673	12
Gas	13,020	11,666	(1,354)	-12
Street Light Utilities	1,530	1,650	120	7
TOTAL UTILITY EXPENSES	44,881	47,066	2,185	5
MAINTENANCE AND OPERATIONAL EXPENSES	101,456	113,000	11,544	10
GENERAL EXPENSES				
Insurance	18,753	18,100	(653)	-4
Payments in Lieu of Taxes and R/E Taxes	14,802	14,800	(2)	0
Bad Debt	3,111	3,500	389	11
Protective Services	3,480	6,000	2,520	42
Other General Expense	16	250	234	94
TOTAL GENERAL EXPENSES	40,162	42,650	2,488	6
CASH/BUDGET ITEMS				
Interest Expense	19,448	20,150	702	3
Principal Payments	135,000	135,000	-	0
TOTAL CASH/BUDGET ITEMS	154,448	155,150	702	0
TOTAL EXPENSES	428,584	441,066	(122,519)	-40
NET INCOME	(75,075)	(79,566)	4,491	N/A

Swisshelm One Apts

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	157,255	157,750	(495)	0
Other Tenant Income	13,083	8,000	5,083	64
TOTAL TENANT INCOME	170,338	165,750	4,588	3
OTHER INCOME	1,710	750	960	128
TOTAL INCOME	172,047	166,500	5,547	3
EXPENSES				
ADMINISTRATIVE EXPENSES				
Administrative Salaries and Benefits	11	-	(11)	N/A
COCC Fees - Mgmt, Acctg, Intake	23,040	22,500	(540)	-2
Legal Expense	1,380	1,000	(380)	-38
Auditing Fees	979	600	(379)	-63
Other Admin Expenses	5,118	5,000	(118)	-2
TOTAL ADMINISTRATIVE EXPENSES	30,527	29,100	(1,427)	-5
TENANT SERVICES EXPENSES	520	250	(270)	-108
UTILITY EXPENSES				
Water	5,508	7,500	1,992	27
Sewer/Stormwater	3,808	7,500	3,692	49
Electricity	6,989	7,000	11	0
Gas	11,817	9,334	(2,483)	-27
Street Light Utilities	576	700	124	18
TOTAL UTILITY EXPENSES	28,698	32,034	3,336	10
MAINTENANCE AND OPERATIONAL EXPENSES	45,926	65,000	19,074	29
GENERAL EXPENSES				
Insurance	10,886	10,800	(86)	-1
Payments in Lieu of Taxes and R/E Taxes	6,000	6,000	-	0
Bad Debt	1,547	1,500	(47)	-3
Protective Services	-	2,000	2,000	100
Other General Expense	6	10,100	10,094	100
TOTAL GENERAL EXPENSES	18,438	30,400	11,962	39
TOTAL EXPENSES	124,109	156,784	32,675	21
NET INCOME	47,938	9,716	38,222	N/A

Swisshelm Two Apts

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	152,122	157,750	-5,628	-4 %
Other Tenant Income	14,570	11,000	3,570	32
TOTAL TENANT INCOME	166,692	168,750	-2,058	-1
OTHER INCOME	-192	0	-192	N/A
TOTAL INCOME	166,500	168,750	-2,250	-1
EXPENSES				
ADMINISTRATIVE EXPENSES				
Administrative Salaries and Benefits	75	0	-75	N/A
COCC Fees - Mgmt, Acctg, Intake	22,620	22,500	-120	-1
Legal Expense	120	1,000	880	88
Auditing Fees	979	1,200	221	18
Other Admin Expenses	4,943	5,000	57	1
TOTAL ADMINISTRATIVE EXPENSES	28,737	29,700	963	3
TENANT SERVICES EXPENSES	520	250	-270	-108
UTILITY EXPENSES				
Water	6,118	7,500	1,382	18
Sewer/Stormwater	6,492	7,500	1,008	13
Electricity	5,962	7,000	1,038	15
Gas	10,918	9,334	-1,584	-17
Street Light Utilities	384	700	316	45
TOTAL UTILITY EXPENSES	29,876	32,034	2,158	7
MAINTENANCE AND OPERATIONAL EXPENSES	270,328	268,400	-1,928	-1
GENERAL EXPENSES				
Insurance	10,763	10,400	-363	-3
Payments in Lieu of Taxes and R/E Taxes	5,502	5,500	-2	0
Bad Debt	7,219	2,500	-4,719	-189
Protective Services	1,200	2,500	1,300	52
Other General Expense	11	100	89	89
TOTAL GENERAL EXPENSES	24,695	21,000	-3,695	-18
CASH/BUDGET ITEMS				
Interest Expense	17,980	17,742	-238	-1
Principal Payments	19,020	19,020	0	N/A
TOTAL CASH/BUDGET ITEMS	37,000	36,762	-238	0
TOTAL EXPENSES	391,155	388,146	-234,529	-150
NET INCOME	-224,655	-219,396	-236,779	N/A

Westwood One Apts

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	156,096	156,000	96	0 %
Other Tenant Income	10,438	7,500	2,938	39
TOTAL TENANT INCOME	166,534	163,500	3,034	2
OTHER INCOME	14,560	250	14,310	5,723
TOTAL INCOME	181,094	163,750	17,344	11
EXPENSES				
ADMINISTRATIVE EXPENSES				
Administrative Salaries and Benefits	58	-	(58)	N/A
COCC Fees - Mgmt, Acctg, Intake	22,620	22,500	(120)	-1
Legal Expense	1,314	1,500	186	12
Auditing Fees	979	600	(379)	-63
Other Admin Expenses	5,188	5,000	(188)	-4
TOTAL ADMINISTRATIVE EXPENSES	30,159	29,600	(559)	-2
TENANT SERVICES EXPENSES	520	100	(420)	-420
UTILITY EXPENSES				
Water	5,424	5,650	226	4
Sewer/Stormwater	6,229	5,250	(979)	-19
Electricity	5,171	5,500	329	6
Gas	10,850	9,334	(1,516)	-16
Street Light Utilities	576	700	124	18
TOTAL UTILITY EXPENSES	28,250	26,434	(1,816)	-7
MAINTENANCE AND OPERATIONAL EXPENSES	69,207	61,050	(8,157)	-13
GENERAL EXPENSES				
Insurance	10,340	10,300	(40)	0
Payments in Lieu of Taxes and R/E Taxes	6,252	6,250	(2)	0
Bad Debt	15	3,500	3,485	100
Protective Services	1,440	3,000	1,560	52
Other General Expense	8	-	(8)	N/A
TOTAL GENERAL EXPENSES	18,055	23,050	4,995	22
CASH/BUDGET ITEMS				
Interest Expense	11,603	11,384	(219)	-2
Principal Payments	18,397	18,397	-	0
TOTAL CASH/BUDGET ITEMS	30,000	29,781	(219)	-1
TOTAL EXPENSES	176,191	170,015	(6,176)	-4
NET INCOME	4,903	(6,265)	11,168	N/A

Westwood Two Apts

Period = Jan 2026-Jun 2026

	YTD Actual	YTD Budget	Variance	% Var
INCOME				
TENANT INCOME				
Rental Income	153,945	157,900	-3,955	-3 %
Other Tenant Income	10,982	10,000	982	10
TOTAL TENANT INCOME	164,927	167,900	-2,973	-2
TOTAL INCOME	164,927	167,900	-2,973	-2
EXPENSES				
ADMINISTRATIVE EXPENSES				
Administrative Salaries and Benefits	66	0	-66	N/A
COCC Fees - Mgmt, Acctg, Intake	23,760	22,500	-1,260	-6
Legal Expense	6,303	1,000	-5,303	-530
Auditing Fees	979	1,200	221	18
Other Admin Expenses	4,995	5,000	5	0
TOTAL ADMINISTRATIVE EXPENSES	36,103	29,700	-6,403	-22
TENANT SERVICES EXPENSES	520	100	-420	-420
UTILITY EXPENSES				
Water	4,487	4,750	263	6
Sewer/Stormwater	4,759	4,500	-259	-6
Electricity	7,677	7,500	-177	-2
Gas	10,293	8,750	-1,543	-18
Street Light Utilities	576	700	124	18
TOTAL UTILITY EXPENSES	27,792	26,200	-1,592	-6
MAINTENANCE AND OPERATIONAL EXPENSES	56,276	57,300	1,024	2
GENERAL EXPENSES				
Insurance	10,876	10,800	-76	-1
Payments in Lieu of Taxes and R/E Taxes	5,952	5,950	-2	0
Bad Debt	-3,373	2,500	5,873	235
Protective Services	0	3,500	3,500	100
Other General Expense	6	100	94	94
TOTAL GENERAL EXPENSES	13,461	22,850	9,389	41
CASH/BUDGET ITEMS				
Interest Expense	21,622	21,448	-174	-1
Principal Payments	17,378	17,378	0	0
TOTAL CASH/BUDGET ITEMS	39,000	38,826	-174	-1
TOTAL EXPENSES	173,153	174,977	-15,554	-10
NET INCOME	-8,226	-7,077	-1,149	N/A

AGENDA ITEM: 6

MEETING DATE: August 26, 2026

TITLE: Write-off Resident Accounts Receivable

SUBMITTED BY: Karen Rizer, CPA Finance Director

BACKGROUND: Semi-annually we review the vacated resident accounts receivable and determine which accounts are not collectible.

The receivables for the HRA properties include actual rent and all damages not paid by a resident prior to vacating the unit. The receivables greater than 60 days old, as of June 30, 2026 are determined not to be collectible.

Public Housing	\$3,713.02
Northway A & B	2,690.86
Al Loehr	17,100.21
Creeks	10,150.19
Swisshelm One	1,546.86
Swisshelm Two	7,218.65
Westwood One	15.29
Westwood Two	1,364.16
Riverside	3,110.85

The receivables that are greater than 60 days old are forwarded to Minnesota Department of Revenue under the Revenue Recapture Program. During the first six months of 2026, the HRA has recovered the following amounts:

Public Housing	\$8,069.62
Northway A & B	556.66
Eastwood	2,401.91
Al Loehr	100.00
Creeks	344.00
Swisshelm One	3,615.94
Swisshelm Two	7,331.05
Westwood One	2,442.41
Westwood Two	8,805.08

FISCAL IMPACT: Listed above

RELATIONSHIP TO GOALS: N/A

ATTACHMENTS: Detail information

RECOMMENDATION: Approve the write-off of resident accounts receivable in the amounts listed above as of June 30, 2026.

St Cloud HRA
Analysis of Tenant Accounts Receivable Written-Off
Period Ending June 30, 2026

	Dwelling Rental	A/R W/O	Total A/R W/O	Total W/O as % of Income	Total 2026 Recoveries	Net W/O as % of Income
	Income	6/30/2026	2026			
Empire Apts	\$ 160,537.00	\$ 652.27	\$ 652.27	0.41%	\$ 2,707.93	-1.28%
Scattered Sites	241,631.00	2,515.40	2,515.40	1.04%	2,242.89	0.11%
Wilson Apts	223,664.00	545.35	545.35	0.24%	3,118.80	-1.15%
Total Public Housing	625,832.00	3,713.02	3,713.02		8,069.62	
Germain Towers	113,375.00	0.00	0.00	0.00%	0.00	0.00%
Northway A & B	212,817.98	2,690.86	2,690.86	1.26%	556.66	1.00%
Eastwood	66,705.00	0.00	0.00	0.00%	2,401.91	-3.60%
Al Loehr	167,846.20	17,100.21	17,100.21	10.19%	100.00	10.13%
Creeks	93,281.77	10,150.19	10,150.19	10.88%	344.00	10.51%
Brownstones	41,552.00	0.00	0.00	0.00%	0.00	0.00%
Swisshelm One	129,279.67	1,546.86	1,546.86	1.20%	3,615.94	-1.60%
Swisshelm Two	125,655.27	7,218.65	7,218.65	5.74%	7,331.05	-0.09%
Westwood One	111,568.29	15.29	15.29	0.01%	2,442.41	-2.18%
Westwood Two	142,974.00	1,364.16	1,364.16	0.95%	8,805.08	-5.20%
Riverside	305,754.43	3,110.85	3,110.85	1.02%	0.00	1.02%
	<u>\$ 2,136,641.61</u>	<u>\$ 46,910.09</u>	<u>\$ 46,910.09</u>	<u>2.20%</u>	<u>\$ 33,666.67</u>	<u>0.62%</u>

	A/R Balance Prior to W/O	A/R W/O @ 6/30/2026 % total A/R	A/R Balance After W/O	
<i>Balance as of June 30, 2026</i>				
Empire Apts	\$ 10,438.73	6.25%	\$ 9,786.46	\$ 21,356.60 Rents
Scattered Sites	17,887.61	14.06%	15,372.21	25,553.49 Maintenance/Damages/Move-out Charges
Wilson Apts	6,567.77	8.30%	6,022.42	<u>\$ 46,910.09</u> Total Write-offs
Total Public Housing	34,894.11	10.64%	31,181.09	
Germain Towers	12,250.97	0.00%	12,250.97	
Northway A & B	9,030.43	29.80%	6,339.57	
Eastwood	903.05	0.00%	903.05	
Al Loehr	29,176.39	58.61%	12,076.18	
Creeks	20,253.42	50.12%	10,103.23	
Brownstones	5,952.75	0.00%	5,952.75	
Swisshelm One	1,761.26	87.83%	214.40	
Swisshelm Two	17,807.17	40.54%	10,588.52	
Westwood One	3,914.94	0.39%	3,899.65	
Westwood Two	4,784.23	28.51%	3,420.07	
Riverside	12,250.69	25.39%	9,139.84	
	<u>\$ 152,979.41</u>		<u>\$ 106,069.32</u>	

St. Cloud HRA
Tenant Write-Off History by Property

	2026	2025	2024	2023
PUBLIC HOUSING				
Total Write-offs	3,713.02	24,375.16	28,895.78	64,844.62
Total Recoveries	8,069.62	16,658.06	25,839.14	10,309.93
Net Write-Offs (Recoveries)	(4356.60)	7717.10	3056.64	54534.69
Net Write-Offs as a % of Rental Revenue	-0.70%	0.63%	0.27%	5.12%
GERMAIN TOWERS				
Total Write-offs	0.00	6,593.85	19,511.94	3,800.25
Total Recoveries	0.00	1,861.79	2,100.94	1,773.68
Net Write-Offs (Recoveries)	0.00	4732.06	17411.00	2026.57
Net Write-Offs as a % of Rental Revenue	0.00%	2.27%	8.11%	0.96%
NORTHWAY A & B				
Total Write-offs	2,690.86	6,419.25	0.00	8,490.20
Total Recoveries	556.66	0.00	1,127.10	2,671.87
Net Write-Offs (Recoveries)	2134.20	6419.25	(1127.10)	5818.33
Net Write-Offs as a % of Rental Revenue	1.00%	1.61%	-0.30%	1.66%
EASTWOOD				
Total Write-offs	0.00	9,053.96	3,916.13	5,130.30
Total Recoveries	2,401.91	1,364.30	4,810.35	1,341.00
Net Write-Offs (Recoveries)	(2401.91)	7689.66	(894.22)	3789.30
Net Write-Offs as a % of Rental Revenue	-3.60%	6.19%	-0.92%	3.88%
AL LOEHR				
Total Write-offs	17,100.21	5,831.09	301.08	10,254.37
Total Recoveries	100.00	105.15	0.00	2,915.00
Net Write-Offs (Recoveries)	17000.21	5725.94	301.08	7339.37
Net Write-Offs as a % of Rental Revenue	10.13%	1.66%	0.09%	2.44%
CREEKS				
Total Write-offs	10,150.19	0.00	8,393.23	1,487.22
Total Recoveries	344.00	7,458.61	10,205.50	6,548.06
Net Write-Offs (Recoveries)	9806.19	(7458.61)	(1812.27)	(5060.84)
Net Write-Offs as a % of Rental Revenue	10.51%	-3.93%	-1.06%	-3.10%

St. Cloud HRA
Tenant Write-Off History by Property

	2026	2025	2024	2023
BROWNSTONES				
Total Write-offs	0.00	970.43	0.00	0.00
Total Recoveries	0.00	447.62	0.00	0.00
Net Write-Offs (Recoveries)	0.00	522.81	0.00	0.00
Net Write-Offs as a % of Rental Revenue	0.00%	0.57%	0.00%	0.00%
SWISSHELM ONE				
Total Write-offs	1,546.86	4,916.00	0.00	5,243.73
Total Recoveries	3,615.94	1,415.40	3,270.82	4,836.94
Net Write-Offs (Recoveries)	(2069.08)	3500.60	(3270.82)	406.79
Net Write-Offs as a % of Rental Revenue	-1.60%	1.44%	-1.40%	0.18%
SWISSHELM TWO				
Total Write-offs	7,218.65	10,505.31	5,599.63	13,477.47
Total Recoveries	7,331.05	9,176.77	6,925.71	2,622.16
Net Write-Offs (Recoveries)	(112.40)	1328.54	(1326.08)	10855.31
Net Write-Offs as a % of Rental Revenue	-0.09%	0.52%	-0.56%	5.30%
WESTWOOD ONE				
Total Write-offs	15.29	438.38	6,941.65	5,585.69
Total Recoveries	2,442.41	4,232.62	8,403.08	6,538.70
Net Write-Offs (Recoveries)	(2427.12)	(3794.24)	(1461.43)	(953.01)
Net Write-Offs as a % of Rental Revenue	-2.18%	-1.81%	-0.67%	-0.46%
WESTWOOD TWO				
Total Write-offs	1,364.16	8,468.72	5,169.96	4,205.93
Total Recoveries	8,805.08	5,310.84	2,576.69	3,940.13
Net Write-Offs (Recoveries)	(7440.92)	3157.88	2593.27	265.80
Net Write-Offs as a % of Rental Revenue	-5.20%	1.15%	1.02%	0.11%
RIVERSIDE				
Total Write-offs	3,110.85	8,770.56	6,825.43	7,675.59
Total Recoveries	0.00	311.00	2,601.90	454.63
Net Write-Offs (Recoveries)	3110.85	8459.56	4223.53	7220.96
Net Write-Offs as a % of Rental Revenue	1.02%	1.45%	0.75%	1.37%

AGENDA ITEM: 7

MEETING DATE: August 26, 2026

TITLE: Wilson Domestic and Sanitary Pipe Replacement Project Change Order

SUBMITTED BY: Paul Soenneker, Project Manager

BACKGROUND: The domestic and sanitary pipes at Wilson Apartments are currently being replaced by Kue Contractors, Inc. in the amount of \$3,249,000.00. There have been two change orders to date in the amount of \$114,610.00. Phases one through eight of the project have been completed. During construction and subsequent inspections, several additional items were identified and brought to the attention of the Architect and HRA.

1. It was discovered that the back side of the showers on the south wing of the building were packed with asbestos. Additional asbestos fireproofing was also found in the plumbing shafts on floors 2 and 5 of the south wing of the building. Additional cost to remove asbestos on phase 5 is \$13,265.00

2. Miscellaneous patching, caulking and shower tile repair needed to be completed on phase five to address items that the city inspector noted as deficiencies during their inspection and some items that HRA staff asked to be completed. These items totaled \$4,915.00.

3. It was discovered that the back side of the showers on the south wing of the building were packed with asbestos. Additional asbestos fireproofing was also found in the plumbing shafts on floors 2 and 5 of the south wing of the building. Additional cost to remove asbestos on phase 6 is \$13,265.00

4. It was discovered that the back side of the showers on the south wing of the building were packed with asbestos. Additional asbestos fireproofing was also found in the plumbing shafts on floors 2 and 5 of the south wing of the building. Additional cost to remove asbestos on phase 7 is \$11,799.00

5. Miscellaneous patching, caulking and shower tile repair needed to be completed on phase six to address items that the city inspector noted as deficiencies during their inspection and some items that HRA staff asked to be completed. These items totaled \$7,460.00.

6. Miscellaneous patching, caulking and shower tile repair needed to be completed on phase seven to address items that the city inspector noted as deficiencies during their inspection and some items that HRA staff asked to be completed. These items totaled \$5,467.00.

The total of all items for change order two would be \$56,171.00.

FISCAL IMPACT: This item will be funded through Minnesota Housing under the Publicly Owned Housing Program and HUD's Capital Fund Program.

RELATIONSHIP TO GOALS: The HRA will promote fair housing and educational activities within the community, promote a high standard for affordable rental housing physical conditions, and strive for continued high performance ratings and management practices within the HRA's portfolio and housing subsidy programs.

ATTACHMENTS: None

REQUESTED ACTION: Approve change order two in the total amount of \$56,171.00.

AGENDA ITEM: 8

MEETING DATE: August 26, 2026

TITLE: Annual Snow Removal Service Contract

SUBMITTED BY: Paul Soenneker, Project Manager

BACKGROUND: The HRA contracts out the snow removal for all the apartment buildings, townhome complexes, vacant lot sidewalks and the HRA office. The HRA solicited proposals from eleven contractors and placed it on the HRA website. One company submitted a proposal for these services by the due date as outlined below. The current snow removal services contract is with Gapinski Property Services.

	Gapinski Property <u>Services</u>
Full Plow:	\$1,860.00
Pass Thru:	\$1,425.00
Sand/Salt:	\$1,880.00
Sidewalks:	\$2,310.00
Truck:	\$150.00
Skid Steer:	\$100.00
SS Property (Any)	\$60.00

FISCAL IMPACT: This item will be funded through each buildings budget.

RELATIONSHIP TO GOALS: The HRA will promote fair housing and educational activities within the community, promote a high standard for affordable rental housing physical conditions, and strive for continued high performance ratings and management practices within the HRA's portfolio and housing subsidy programs.

ATTACHMENTS: None

REQUESTED ACTION: Approve contract with Gapinski Property Services.

AGENDA ITEM: 9

MEETING DATE: August 26, 2026

TITLE: Annual Fire Sprinkler Inspection Service Contract

SUBMITTED BY: Paul Soenneker, Project Manager

BACKGROUND: The HRA contracts out the annual fire sprinkler and fire hydrant testing services for HRA owned properties. The HRA solicited proposals from five contractors and placed it on the HRA website. Four companies submitted proposals for these services by the due date as outlined below. The current fire sprinkler inspection service contract is with Summit Companies.

	<u>Proposals</u>
Breth-Zenzen Fire Protection 8053 Sterling Dr. St. Joseph, MN 56374	\$14,965.00
Brothers Fire & Security 9950 Hwy 10 Elk River, MN 55330	\$18,407.00
Escape Fire Protection 3500 Willow Lake Blvd Suite 200 Vadnais Heights, MN 55110	\$8,682.00
Summit Companies 418 Great Oak Dr. Waite Park, MN 56387	\$11,745.00

FISCAL IMPACT: This item will be funded through each buildings budget.

RELATIONSHIP TO GOALS: The HRA will promote fair housing and educational activities within the community, promote a high standard for affordable rental housing physical conditions, and strive for continued high performance ratings and management practices within the HRA's portfolio and housing subsidy programs.

ATTACHMENTS: None

REQUESTED ACTION: Approve contract with Escape Fire Protection.

AGENDA ITEM: 10

MEETING DATE: August 26, 2026

TITLE: Scattered Site Concrete Replacement Contract

SUBMITTED BY: Paul Soenneker, Project Manager

BACKGROUND: HRA staff have identified three scattered site properties that need concrete steps, sidewalks, parking pads and driveways replaced. We solicited proposals from nine companies. We received a proposal from one company as outlined below

Proposal

DRSC Concrete Inc.
13464 5th Ave. NE
Rice, MN 56367

\$54,568.00

FISCAL IMPACT: This item will be funded through Scattered Sites operating budget.

RELATIONSHIP TO GOALS: The HRA will promote fair housing and educational activities within the community, promote a high standard for affordable rental housing physical conditions, and strive for continued high performance ratings and management practices within the HRA's portfolio and housing subsidy programs.

ATTACHMENTS: None

REQUESTED ACTION: Approve contract with DRSC Concrete Inc. in the amount of \$54,568.00

AGENDA ITEM: 11

MEETING DATE: August 26, 2026

TITLE: Wilson Electrical Equipment Replacement Contract

SUBMITTED BY: Paul Soenneker, Project Manager

BACKGROUND: Wilson Apartments was built in 1971 and has the original Federal Pacific (Stab-Lok) electrical breaker panels installed in the lower level mechanical room, feeder panels in the hallways and in the units. The Stab-Lok circuit breakers pose a significant fire hazard due to faulty designs and potential for breakers to fail to trip during overloads or short circuits, potentially leading to overheating and fires.

The HRA hired Stantec Consulting Services to evaluate the existing electrical system and to create replacement plans and specifications for contractors to bid. They solicited bids from contractors. The invitation for bids was placed on the HRA website, QuestCDN website and advertised in the St. Cloud Times. Five contractors submitted bids by the due date and time.

	<u>Bids</u>
Electrical Construction Co, LLC 1535 County Rd 30 SW Montrose, MN 55363	\$980,000.00
Design Electric, Inc 4807 Heatherwood Rd. St. Cloud, MN 56301	\$739,770.00
Kue Contractors, Inc PO Box 408 Watkins, MN 55389	\$863,200.00
Project One Construction, Inc 10375 County Rd 8 Kimball, MN 55353	\$730,500.00
Wolf River Electric 101 Isanti Parkway NE Suite G Isanti, MN 55040	\$1,216,152.00

FISCAL IMPACT: This item will be funded through HUD's Capital Fund Program.

RELATIONSHIP TO GOALS: The HRA will promote fair housing and educational activities within the community, promote a high standard for affordable rental housing physical conditions, and strive for continued high performance ratings and management practices within the HRA's portfolio and housing subsidy programs.

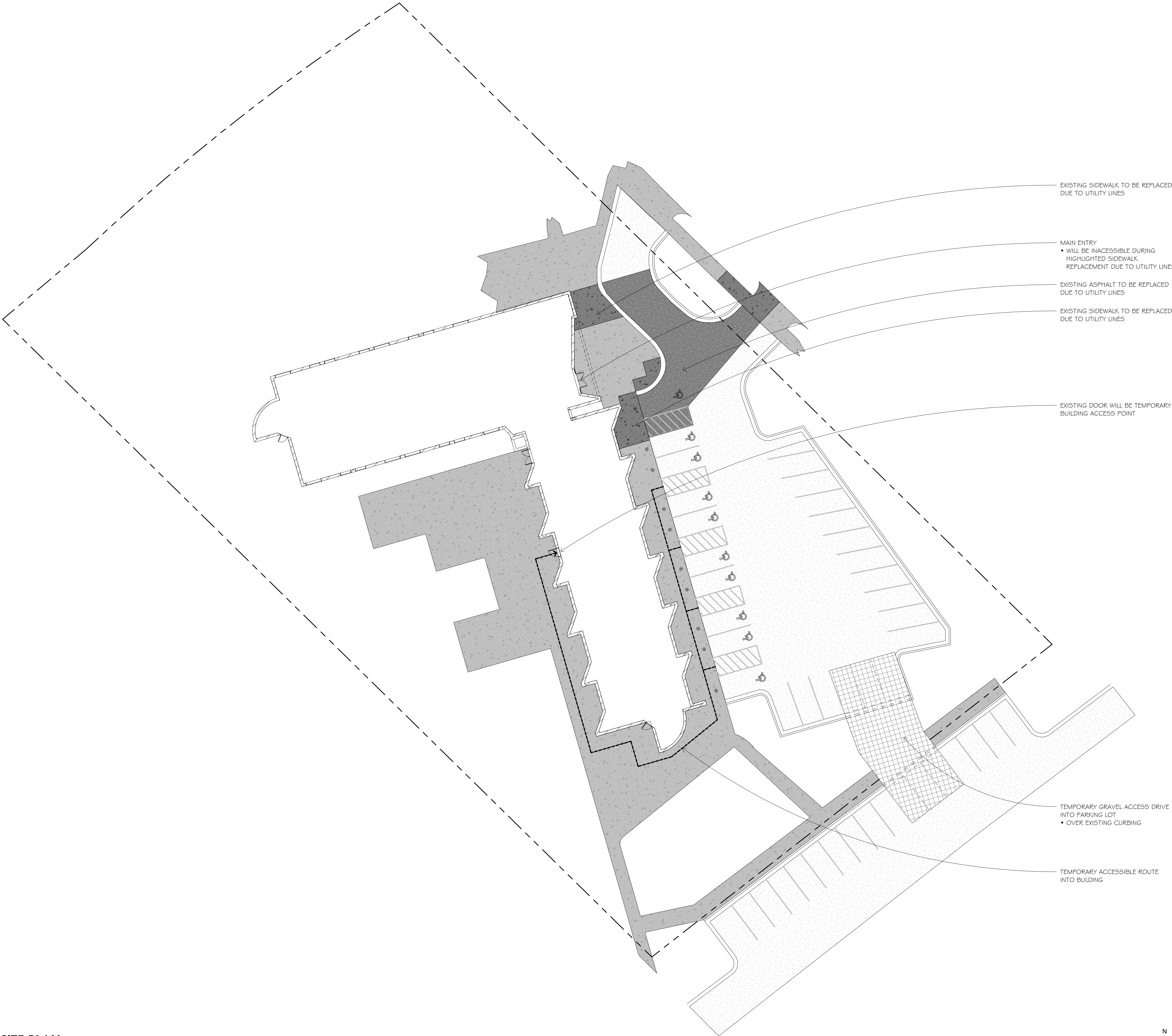
ATTACHMENTS: None

REQUESTED ACTION: Approve total project amount of \$730,500.00 with Project One Construction, Inc

GRAPHIC LEGEND - SITE PLAN

- EXISTING CONCRETE
- CONCRETE / PARKING REPLACEMENT
- EXISTING ASPHALT
- ASPHALT REPLACEMENT
- TEMPORARY GRAVEL DRIVE OVER EXISTING CURBING
- CC

CURB CUT
- ACCESSIBLE ROUTE



B/A

Blumentals
Architecture

1600 Marshall Street NE, Suite 1
Minneapolis, MN 55413
612/331-2222
info@blumentals.com

PRELIMINARY
DRAWINGS
• NOT FOR CONSTRUCTION

ISSUES / REVISIONS

EXISTING CONDITIONS

VERIFY ALL EXISTING CONSTRUCTION DIMENSIONS, ELEVATIONS AND CONDITIONS BEFORE STARTING ANY CONSTRUCTION. REVIEW ANY DISCREPANCIES WITH THE ARCHITECT. ADJUST NEW CONSTRUCTION AS REQUIRED.

WILSON APARTMENTS

41 3rd Ave NE
St Cloud, MN 56304

B/A Project Number: 624-39

SITE PLAN

A101

AGENDA ITEM: 12

MEETING DATE: August 26, 2026

TITLE: Audit Committee Appointment

SUBMITTED BY: Lori Lindberg, Executive Director

BACKGROUND: HRA Commissioner John Dvorak, also a member of the Audit Committee, resigned effective June 29, 2026. Upon resignation, his seat on the Audit Committee became vacant. In accordance with HRA By-Laws Article II Section 9, when a vacancy occurs, the Chair may appoint members to a committee, subject to the will of the Board.

Members of the Board serve important roles on committees, and through the establishment of an Audit Committee, the HRA continues to maintain a high standard of internal controls, accountability, and transparency with the HRA's Financial Practices.

Typically, the Audit Committee has a virtual meeting with the auditors sometime in January or February. If there are no significant issues during the audit, that is usually the only time the Audit Committee meets during the year.

Current members are Commissioners Dwyer and Ibrahim.

FISCAL IMPACT: None

RELATIONSHIP TO GOALS: N/A

ATTACHMENTS: None

PREVIOUS OR RELATED ACTION: Resolution 2026-10 Acceptance of Resignation of HRA Board of Commissioners Secretary and Declaration of Vacancy, approved July 22, 2026

REQUESTED ACTION: Appoint Audit Committee Member

AGENDA ITEM: 13

MEETING DATE: August 26, 2026

TITLE: Personnel Committee Appointment

SUBMITTED BY: Lori Lindberg, Executive Director

BACKGROUND: HRA Commissioner and Board Secretary John Dvorak, also a member of the Personnel Committee, resigned effective June 29, 2026. Upon resignation, his seat on the Personnel Committee became vacant. In accordance with HRA By-Laws Article II Section 9, when a vacancy occurs, the Chair may appoint members to a committee, subject to the will of the Board.

Members of the Board serve important roles on committees, which ensures the HRA continues to maintain a high standard of accountability and fairness in its Personnel Policies and Practices.

The time commitment for the Personnel Committee varies year-by-year. Sometimes the Personnel Committee will review significant policy changes and provide feedback prior to the item being brought to the full Board. The Personnel Committee may also meet virtually or in-person throughout the year. There has not been a need for a Personnel Committee meeting in the last few years. However, there will be one or two meetings scheduled later this year to review potential changes to the HRA's compensation plan.

Current members are Commissioners Dwyer and Jacobson.

FISCAL IMPACT: None

RELATIONSHIP TO GOALS: N/A

ATTACHMENTS: None

PREVIOUS OR RELATED ACTION: Resolution 2026-10 Acceptance of Resignation of HRA Board of Commissioners Secretary and Declaration of Vacancy, approved July 22, 2026.

REQUESTED ACTION: Appoint Personnel Committee Member

AGENDA ITEM: 14

MEETING DATE: August 26, 2026

TITLE: Report on Activities

SUBMITTED BY: Lori Lindberg, Executive Director

RELATIONSHIP TO GOALS: All

ATTACHMENTS: None

ACTIVITIES SUMMARY:

Rental Portfolio

Wilson Apartments

On Monday August 10, 2026, Minnesota Housing Communications Team visited Wilson Apartments to do a photo shoot on the Sanitary Plumbing and Water Line Project funded by Publicly Owned Housing Preservation (POHP) Funds. A section of the old pipe was taken to be used as a visual demonstration of the importance of the POHP program. The project at Wilson is a great example of local, state and federal partnerships to preserve publicly funded housing. Additionally, phase nine began on August 6, 2026, and 12 residents moved to the GrandStay.

Outreach and Community Engagement

On August 13, 2026, Sgt Tad Hoeschen and Emily Voigt, Crime Prevention Specialist from the St. Cloud Police Department met with the Rental Team to discuss *Public Safety Through Environmental Design*.

Property Managers continue to participate in various outreach opportunities in the community to expand awareness and empathy for persons experiencing homelessness and increase opportunities for connections to community resources for residents of the HRA's rental communities.

TriCap is working with the Property Managers for Germain Towers, Wilson, Empire, Riverside, and Grace McDowall to coordinate a SNAP Outreach event to promote enrollment/recertification for benefits as well as scheduling a Mobile Tax Outreach event. Additionally, during these events TriCap will also share information about their programs.

National Night Out: On August 4, 2026, all HRA properties held a National Night Out Event which was well attended by tenants, City of St. Cloud Public Safety department

staff, as well as City of St. Cloud Council Members, state and local representatives, candidates, and neighbors.

Empire Apartments

Empire Apartments Sanitary Sewer Project was posted to QuestCDN and on the HRA website on Monday, August 10, 2026. Bids are due September 9, 2026.

Voucher Programs:

Housing Choice Voucher (HCV) and Other Local and State Funded Voucher Programs:

During the month of July 2026, 6 participants in the tenant-based voucher programs ended participation. One household voluntarily gave up their rental assistance, 2 were evicted through a court action, and 3 ended participation due to program violations.

As of July 31, 2026, there were 64 Port Ins and 97 Port Outs.

In an assessment of program admissions, 67% of households admitted to the Housing Choice Voucher Program in 2026 were at or below the extremely low-income limit. This will be closely monitored for the duration of 2026.

Bring it Home Voucher Program:

As of July 31, 2026, 11 vouchers are issued, and 15 families have been successfully moved into housing or leased in their existing unit.

HUD Continuum of Care (CoC):

HUD sent a letter to Public Housing Agencies on August 10, 2026, notifying applicants that the August 26, 2026, application submission deadline was no longer in force and HUD is unable to accept applications at this time due to an August 7, 2026 Court Order. HUD has indicated that they will communicate further guidance and additional updates as they become available.

Single Family Programs

CDBG:

Projects in the Construction Stage: 5

Projects out for bids: 2

Projects in the Eligibility Stage: 2

Funding is available to do 3 more loans, which the team is expected to start in about a month.

FIX UP:

There is \$231,118.13 left in Fix Up funds. The last 5 out of the 6 CDBG projects completed have used both CDBG and Fix Up funds. We anticipate that the 4 projects currently out for bid and in the Eligibility Stage will also be using Fix Up funds to complete their projects.

**Housing Department Vacancy Report
For the Month Ending July 31, 2026**

Fund: Public Housing – 291 Units

<u>Complex</u>	<u># of units</u>	<u>Yearly Vacancy Rate</u>	<u>Vacant as of 7/31/26</u>
Empire	89	1.45%	0
Wilson	126	2.29%	4*
Scattered Sites	76	1.48%	1

Fund: Section 8 New Construction – 162 Units

<u>Complex</u>	<u># of units</u>	<u>Yearly Vacancy Rate</u>	<u>Vacant as of 7/31/26</u>
Germain	60	0.71%	1
Grace/NWB	102	1.52%	2

Fund: Tax Credit – 249 Units

<u>Complex</u>	<u># of units</u>	<u>Yearly Vacancy Rate</u>	<u>Vacant as of 7/31/26</u>
Creeks	24	5.55 %	2
Brownstones	12	16.16%	1
Westwood One	32	5.87%	0
Westwood Two	32	5.70%	1
Swisshelm One	32	5.84%	4
Swisshelm Two	32	8.32%	2
Riverside	85	6.76%	7

Fund: Affordable Housing – 82 Units

<u>Complex</u>	<u># of units</u>	<u>Yearly Vacancy Rate</u>	<u>Vacant as of 7/31/26</u>
Eastwood	18	2.49%	0
Al Loehr	61	8.71%	7
Single FH	0	0.00%	0

*vacancies at Wilson include those put in vacant for modernization status for use during relocation