

MINUTES
OWATONNA HOUSING AND REDEVELOPMENT AUTHORITY
REGULAR MEETING on December 28, 2020

The regular meeting of the Owatonna Housing and Redevelopment Authority was called to order at 4:00 pm on Microsoft Teams by Chairman Schnitzler.

Community Development Director Troy Klecker read a statement to allow for the meeting to be conducted by telephonic or electronic means and all votes will be roll call votes.

Members present were Jerry Atkinson, John Hole, Shari Kropp, Vicki Olivo, and Cate Schnitzler. Also present were Housing Manager Ghassan Madkour, Community Development Director Troy Klecker, and Administrative Technician Kristen Kopp.

Approval of the Minutes: Chairman Schnitzler called for a motion to approve the minutes of the November 23, 2020 meeting. A motion was made by Atkinson and seconded by Olivo to approve the minutes. Commissioners voting Aye: Atkinson, Hole, Kropp, Olivo, and Schnitzler. 5-0, motion carried.

Executive Directors Report: Community Development Director Troy Klecker gave an update of some of the projects under construction. There are three apartment projects. The furthest along is The Pointe on Florence Avenue. Eastgate, the affordable housing project, will begin framing very soon. The third is being built by Schrom Construction on Mound Street. They'll all be completed between spring and summer next year. They will add over 100 units between the three of them. We also have the 71-unit project on Lemond Road, which is approved, but not started yet. The Pearl Street apartment will have a TIF hearing next Tuesday. There were 35 single family houses this year, which is up from 29 last year. A couple of developers are talking about new subdivisions. He said he anticipates 2021 to be very similar.

Old Business: The Housing Choice Voucher program monthly report was presented by Madkour, including the City of Owatonna monthly balance sheet and revenue/expense report. Program utilization: The Housing Voucher program for November totaled 108. Total year to date assistance and administration costs were \$643,897.89 and revenues were \$644,485.60 The Housing Choice Voucher Program fund balance at November month end is \$67,413.01. Madkour provided City of Owatonna HRA monthly balance sheet and revenue/expense reports for the HRA General Fund including the Bridges Programs. The HRA Revenues year to date total is \$491,358.90 and the expenses total \$549,018.81. The HRA General Fund balance is \$328,704.06.

Madkour said that both programs are status quo. Some have lost income and some have gained income. Amesbury Truth is hiring and he's hoping to get the word out. There are no other changes for the most part. He is going to issue some more vouchers. The issuance does take time for qualification and processing. If their current unit qualifies, they may be able to stay where they're at. They're on target with the Bridges Grant. It's looking more and more like Olmsted County and others may break off. It's not an issue from the Minnesota Housing side to do it—it's a matter of Olmsted County doing the work. Madkour said that he will apply for four counties and they will apply for their six. This was Olmstead County's idea to begin with and we just supported it.

A motion was made by Kropp and seconded by Hole to approve the reports as presented. Commissioners voting Aye: Atkinson, Hole, Kropp, Olivo, and Schnitzler. 5-0, motion carried.

New Business: Madkour presented a resolution to adopt HCV 2021 Budget.

Madkour asked who is the secretary. Klecker said he didn't know if one was voted in, since there are so few things that need the signature of a secretary. He said they could name someone now. Jerry Atkinson is the Vice Chairman. Olivo said she believes she will be done this coming year, so she would encourage someone else to step up and take that position. Hole said that he could be the secretary. A motion was

made by Olivo and seconded by Atkinson to nominate John Hole as secretary as the HRA. Commissioners voting Aye: Atkinson, Hole, Kropp, Olivo, and Schnitzler. 5-0, motion carried.

Schnitzler said that she could stop in and sign the resolution and Hole said that he could, too. Madkour explained the resolution. He said he apologized that it's so last minute, but was just contacted recently about it. The other catch is that City Council has to pass it as well.

A motion was made by Kropp and seconded by Hole to approve the resolution to adopt HCV 2021 Budget. Commissioners voting Aye: Atkinson, Hole, Kropp, Olivo, and Schnitzler. 5-0, motion carried.

Madkour gave an update on the SEMCAC grant. They still don't have their final numbers, but from August to November 576 people were served. Steele County was about a quarter of that. Schnitzler thanked Madkour for the work he's has been doing to get those dollars to our community. He said he's glad we can help them.

Madkour gave an update on the vouchers for the homeless population. They were issued in two batches, unbeknownst to us. We might be a part of the second round. He said he'd like to get something out of it. He's got people lined up who can give him clients. He said he's hoping to get answers sooner rather than later.

There is a 2021 Board Meeting Calendar. He said to let him know if there are dates that don't work as he'd like to get as many possible for our meetings.

Adjournment: There being no further business, a motion to adjourn was made by Atkinson, seconded by Kropp. Commissioners voting Aye: Atkinson, Hole, Kropp, Olivo, and Schnitzler. 5-0, motion carried. The meeting adjourned at 4:33 pm.

Respectfully Submitted,

Ghassan Madkour
Housing Manager