

Minutes of the May 22, 2013 Brainerd HRA Board Meeting

The May meeting of the Board of Commissioners of the Housing and Redevelopment Authority (HRA) in and for the City of Brainerd, Minnesota was held at 1:00 p.m., Wednesday, May 22, 2013, at the Brainerd HRA Administrative Office, 324 East River Road, in Brainerd, Minnesota.

1. **Call to Order:** Chairman Parks called the meeting to order at 1:00 p.m.

Roll Call: Present at the meeting were Commissioners Larson, Nesheim, Stengel, Steffenson and Parks. Absent from the meeting was Commissioner Burnett. Also present were Director Jennifer Bergman and Assistant Director Diana Kliber.

2. **Reading and Approval of Minutes from the Previous Meeting:**

The minutes of the April 24, 2013 meeting should state Assistant Director Diana Kliber was also present.

Commissioner Nesheim made a motion to approve the minutes of the March 27, 2013 meeting as amended. Commissioner Larson seconded the motion and the minutes were approved as amended.

3. **Bills and Communications:**

- a. **Financial Report:**

Jennifer presented the Financial Report to the Board.

Jennifer talked about MASS where we received the full 25 points for April.

Jennifer discussed the Payment Summary Report. Resident and staff addresses should be blacked out.

- b. **HCV Report:**

Diana presented the HCV report to the Board. She stated the HCV program received a score of 100 percent on the Section 8 Management Assessment Program (SEMAP) certification. Sandy attended the NAHRO conference.

- c. **Public Housing Report:**

Diana presented the PH report to the Board. She discussed the Assisted Living Program at the North Star. She is working with Accra and CWCSS to see if we could get that available to the North Star residents again.

Jennifer stated there is no POHP grant this year. The elevator remains down at the North Star; however, it should be fixed within the next week. There have not been any problems with residents or emergency personnel getting to where they need to go.

d. Executive Director Report:

Minnesota Housing Workshop: Jennifer discussed the workshop which was held in Baxter on May 7 and 8. Both Jennifer and Commissioner Larson attended and stated it was a great workshop.

Update Housing Study: Jennifer went over the Housing Study performed in 2007. She stated she would like to begin to solicit funds to do another one. A lot has changed in the housing market since the last study. The cost of a study is unknown at this time. Commissioner Nesheim stated she'd like to see one on just Brainerd.

Commissioner Nesheim made a motion to have Jennifer proceed with researching and soliciting for the Housing Study. Commissioner Stengel seconded the motion and the motion was passed.

SSRP Update: Jennifer discussed the SSRP with making offers for \$5,000 on each property. Properties are located at 1321 Norwood and 1702 Oak. Jennifer will update the Board as this continues to proceed.

Minnesota NAHRO Conference: Jennifer stated she attended the Minnesota NAHRO Conference in St. Paul May 15-17. Commissioner Burnett gave Jennifer his comments on the Commissioner training and the tour of the Limon Station and the presentation on Thrive MSP. He was very impressed.

SCDP Application: Jennifer informed the Board the announcement should be made by the end of May.

City Council Meeting: Jennifer discussed attending the May 20th City Council meeting to provide the Council with an update on the Brainerd HRA. She stated Mary Koep asked questions on Public Housing taxes. We pay \$18,340 for Public Housing. We are exempt, but we do pay Payment In lieu of Taxes (PILOT). Jennifer researched with CWC and she will give Mary answers to her questions.

CWC HRA Board Meeting: Jennifer discussed that the CWC HRA Board met on May 7. They have decided to have BLAEDC executives conduct their Strategic Planning session in August or September.

Commissioner Stengel's term is up on June 6th. The Mayor is taking applications.

4. Reports of Committees

No reports from Committees.

5. Unfinished Business:

No unfinished business was discussed.

6. New Business:

No new business was discussed.

7. Next Meeting:

The next Board meeting is Wednesday, June 26th at 1:00 p.m.

8. Adjournment: Commissioner Parks adjourned the meeting at 2:05.