

**MINUTES**  
**OWATONNA HOUSING AND REDEVELOPMENT AUTHORITY**  
**REGULAR MEETING on February 24, 2020**

The regular meeting of the Owatonna Housing and Redevelopment Authority was called to order at 4:00 pm in the Second Floor Conference Room at the City Administration Building by Vice Chairman Atkinson.

Members present were Vicki Olivo, Dennis Werner, and Jerry Atkinson. Also present were Housing Manager Ghassan Madkour, Community Development Director Troy Klecker, and Administrative Technician Kristen Kopp.

**Approval of the Minutes:** Vice Chairman Atkinson called for a motion to approve the minutes of the January 27, 2020 meeting. A motion was made by Olivo and seconded by Werner to approve the minutes. All Ayes, motion carried.

**Executive Director's Report:** Troy Klecker presented the Executive Director's Report. He said that Maxfield is working on the housing study, which will be done in April. He gave an updated on the apartment projects. Southpointe II is 28 units and they are aiming for occupancy in June. The affordable housing project behind Domino's is proceeding. The City will take over the property in April and construction will start late summer. This will require rezoning, plat, and TIF approvals. A 43-unit market rate apartment north of Baymont Inn received Planning Commission and City Council approvals. The 71-unit apartment on Lemond Road that received approvals will likely be downsizing. The Pearl Street Apartment is on hold, but they're hoping for a fall start. The single family totals for last year were 29 single family homes and 6 single family attached homes. We're doing as well as the market allows. Both labor costs and material costs are driving prices up, as together they account for 80% of the cost of constructing a new house. He said that a group of realtors is meeting on Thursday to discuss this.

**New 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 January totaled 105. Total year to date assistance and administration costs were \$53,280.25 and revenues were \$51,908.87 The Housing Choice Voucher Program fund balance at January month end is \$96,986.22. 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 \$47,500.00 and the expenses total \$87,488.59. The HRA General Fund balance is \$317,437.77.

Madkour said that he took on an extra port in and there is an additional port out to Olmsted County. Two County Bridges clients were moved to the regular Bridges program. He is looking to bring on three to five more people.

A motion was made by Werner and seconded by Olivo to approve the reports as presented. All Ayes, motion carried.

Houston and Fillmore County approved the Bridges program, which is run through their SEMCAC. They've been approved for two to three clients at the most.

The City has purchased the house at 215 N. Elm Avenue and Transitional Housing will be leasing it by the end of March.

Rental inspections are almost done. Madkour said he will be meeting up with the Fire Department on Thursday to finish inspections.

Madkour said that the May meeting falls on Memorial Day and asked the Commissioners what they would like to do. They could meet earlier, on May 18<sup>th</sup> or skip the meeting. Klecker said that there are five

Mondays in June, so another option could be to meet on the first and fifth Monday of June. They could also skip one meeting. The Commissioners decided to wait until April to decide.

**Adjournment:** There being no further business, a motion to adjourn was made by Olivo, seconded by Werner. All Ayes, motion carried. The meeting adjourned at 4:34 pm.

Respectfully Submitted,

Ghassan Madkour  
Housing Manager