

MINUTES
OWATONNA HOUSING AND REDEVELOPMENT AUTHORITY
REGULAR MEETING on FEBRUARY 26, 2024

The regular meeting of the Owatonna Housing and Redevelopment Authority was called to order at 4:00 p.m. in the Crandall Small Conference Room 120 by Chairperson Olivo.

Members present were Nathan Dotson, Julie Fiske, Vicki Olivo, and Lindsay Schultz. Member John Hole was absent. Also present were Housing Manager Ghassan Madkour and Administrative Technician Kristen Kopp.

Approval of the Minutes: A motion was made by Fiske and seconded by Dotson to approve the minutes of the January 22, 2024, HRA Board meeting. All Commissioners voting Aye, the motion carried.

Executive Director's Report: Ghassan Madkour said that the citywide housing group is putting together one piece of the required application for the Eastgate 2 tax-credit project. The HRA will be assisting with the application, so the application can receive the points needed for tax-credit qualification. Also, Troy Klecker is working with Brad Meyer to hopefully get local businesses with assistance as well. A meeting is planned for mid-March.

Old Business: Madkour said we asked for five to seven housing stability vouchers months ago. These vouchers are specific for homeless people. About two weeks ago, he received an email that funds are not available. He will get in touch with someone to clarify if this means that vouchers are not available. More information to come.

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 104. Total year to date assistance and administration costs were \$81,476.53 and revenues were \$75,208.51. The Housing Choice Voucher Program fund balance at January month end is \$164,348.46. The HRA Revenues year to date total is \$45,522.00 and the expenses total \$39,686.78. The HRA General Fund balance is \$633,128.58.

Madkour said that he's having issues with some clients that he's had to terminate. He said he would rather put a termination letter in and give them a 30-day notice with an appeal notice. We can always issue the voucher again. It empowers them to move forward properly. He has two clients he's terminated because of repeated violations.

We're serving 31 clients under the MN Housing Bridges Program (3 more are being serviced in Mower County). The Bridges County Grant serves 9 clients.

There are five port outs under HCV. We're at 104 vouchers out of 113, with 6 in the hopper. Once people start coming off, he must keep them off and not replace them because of the tax credit project coming up. We should know within the next year to year and a half if we will receive tax credits for Eastgate 2.

Madkour said there are 31 clients on the Mainstream Program. He's doing an orientation for two HCV and four Mainstream on Friday morning. There are several clients for housing, too. He said people have 60 days up front with their voucher. He said he'd like to have Mainstream filled with 40 vouchers by summertime.

January was the first month that we surpassed \$100,000 in HAP (housing assistance payments).

A motion was made by Dotson and seconded by Schultz to approve the reports as presented. All Commissioners voting Aye, the motion carried.

Adjournment: There being no further business, a motion to adjourn was made by Dotson and seconded by Schultz. All Commissioners voting Aye, the motion carried. The meeting adjourned at 4:38 pm.

Respectfully Submitted,
Ghassan Madkour
Housing Manager