



CLOQUET/CARLTON HOUSING & REDEVELOPMENT AUTHORITY

950 14th Street - Cloquet, MN 55720

Cloquet Housing & Redevelopment Authority
Commissioners Meeting
Minutes of May 10, 2016

Roll Call: Dunaiski, Frederickson, Harris, Slater, Tribby & Executive Director Shaff

1. Welcome and Introductions:

Meeting was called to order by Dunaiski at 7:40 AM.

2. Approval of Minutes:

A motion to approve the minutes of the April 12, 2016 meeting was made by Slater and seconded by Harris. Motion Carried.

3. Public Housing/Section 8 Voucher Update:

Five Public Housing Applications were received between April 1 and April 30, 2016. There are 32 applications on file. There are 28 applications with Carlton County one bedroom preference and four with Carlton County two bedroom preference. Eight recertification's were completed and one interim recertification.

The HCV/Section 8 Program received 28 applications during this same time period. There are 231 applications on file - 198 with Carlton County Preference. Nine recertifications were completed. Six interim recertifications and 17 inspections were completed. There are currently 118 vouchers in use. Thirteen Bridges certificates have been issued.

4. Resident Board Member: Harris – Thirteen tenants attended the Resident Meeting to discuss the 2016 Capital Funds as well as the new building proposal. The tenants would like a sign made for Carol's Garden. Shaff reported that she would look into it – There is a vender at the Flea Market in Moose Lake that sells them. A birthday party has been planned for Pastor Rasmussen's birthday.

5. Executive Director: No report

6. Approval of Financial Report:

A motion was made by Harris and seconded by Slater to approve payment of Public Housing March Checks #11935 - 11977 and HCV/Section 8 Checks #3774-3837. Motion Carried.

7. Old Business:

- a. Shaff reported on the progress of the POHP funds. There is a gap of \$58,445.99 between the POHP dollars awarded, the matching funds allocated by the Housing Authority and the Scope of Work.

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The originally scheduled smoke detectors have been replaced with another model and the elevator cab renovation was removed. A motion was made by Slater and seconded by Tribby to carry remaining 2014 CFP funds forward to the 2015 CFP budget and use these funds to fill in the gap. Motion Carried.

Shaff will seek proposals from elevator vendors outside of the POHP project. MN Housing has provided the Cloquet Housing Authority with a consultant to get this project to the closing. Shaff has provided all of the documentation that has been requested. There is a lot of activity still occurring between the contractor and the architect. The project has been sent to legal for review.

b. Housing Institute – Cloquet Apartments

- i. Several names for the proposed new building were submitted by Aspen Arms tenants and others . A motion was made by Harris and seconded by Slater to approve White Pine Apartments as the new name. This name was submitted by Joe Peterson and Pat Johnson. Motion Carried.**
- ii. Shaff reported on the neighborhood meeting that was held on May 4th. The room was filled with individuals from the City, County, HRA board, and four neighbors.**
- iii. There should be no disposition of the land – the housing authority already owns the land and is plans to be the owner of the new building.**
- iv. An Amendment to the five year plan needs to be completed.**
- v. Shaff presented to the board two similar but different plans that need to be submitted with the Tax Credit application - Approval of Work Force Housing Cooperatively Developed Plan & Planned Community Development Plan – A motion was made by Slater and seconded by Harris to approve both plans. Motion Carried.**
- vi. Lengthy discussions have taken place between the City and Commonwealth Companies regarding tax increment financing (TIF) versus payment in lieu of taxes (PILOT). The conclusion is that if the housing authority is going to own and manage the building TIF funds could not be utilized. (One government entity providing financial assistance to another one is not permitted). A PILOT is permissible and would benefit the project further than a TIF. Aspen Arms currently has a PILOT.**

8. New Business

- a. A motion to approve the purchase of new furniture for the hallways in the building was made by Fredrickson and seconded by Tribby. Motion Carried. Funding for this endeavor is provided in the 2014 CFP.**
- b. The depreciation schedule was reviewed there was nothing deleted or any changes made.**
- c. The 2015/16 Budget was reviewed by the board. Overruns are projected in some line items but revisions to the budget were not required.**
- d. Shaff presented the CFP 2016 plan. \$74,656 will be awarded. These funds will be used in part as matching funds for the POHP project as well as bathroom exhaust fans, laundry sinks and dryer vents. A motion to approve was made by Slater and seconded by Tribby. Motion Carried**

A motion to adjourn was made by Slater and seconded by Fredrickson 8:44 am.

Chad Dunaiski, Chairman

Date

Cindy Slater, Secretary

Date