HOUSING & REDEVELOPMENT AUTHORITY MEETING

Monday, February 24, 2025 at 4:00 PM
Council Chambers, City Hall at 540 West Hills Circle
Roll Call: Dotson, Hole, Kropp, Olivo, Osman

1. **HRA Board Agenda**
   1.1. HRA Board Agenda - February 24, 2025
2. **Roll Call: Dotson, Fiske, Hole, Olivo, Schultz**
3. **Approval of Last Meeting Minutes**
   3.1. HRA Board Minutes - January 27, 2025
4. **Executive Director's Report**
5. **Old Business**
   5.1. Current Housing Choice Vouchers & Mainstream Updates
   5.2. Current Bridges Updates
6. **Other / New Business**
7. **Adjournment**

Regular Meeting

Monday, February 24, 2025

4:00 PM

City Hall/Crandall Small Conference Room 120

Preliminary Agenda

1. Roll Call: Dotson, Fiske, Hole, Olivo, Schultz

2. Approval of Meeting Minutes: January 27, 2025

3. Executive Directors Report:

4. Old Business:

   a. Current Housing Choice Vouchers Updates
   b. Current Mainstream Voucher Updates
   c. Current Bridges Updates

5. Other/New business:

6. Adjourn

Next scheduled meeting is Monday, March 24, 2025.

OWATONNA HOUSING & REDEVELOPMENT AUTHORITY
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MINUTES
OWATONNA HOUSING AND REDEVELOPMENT AUTHORITY
REGULAR MEETING on JANUARY 27, 2025

The regular meeting of the Owatonna Housing and Redevelopment Authority was called to order at 4:03 pm in the Crandall Small Conference Room by Vice Chairperson Hole.

Members present were Nathan Dotson, Julie Fiske, John Hole, and Lindsay Schultz. Members absent: Vicki Olivo. Also present were Community Development Director Troy Klecker, Housing Manager Ghassan Madkour, and Senior Administrative Technician Kristen Kopp.

Approval of the Minutes: A motion was made by Fiske and seconded by Schultz to approve the minutes of the November 25, 2024, HRA Board meeting. All Commissioners voting Aye, the motion carried.

Executive Director's Report: Community Development Director Troy Klecker presented the Executive Director's Report. He said that four of the five buildings are open and the last building will open up later this year. Tenants will be moving into Ascend on February 1. There will be some movement in the rental market as some will be moving up and freeing up other units. The Aire Apartments had some issues with the grant, which is a deferred loan from the State that had some prevailing wage requirements that threw the cost of the project off. The developer will accept a portion of the loan and proceed with the project. Demolition of the existing hotel will be sometime this spring. Eastgate 2 did not get awarded tax credits. There is an application process due in February for excess credits from projects that will not precede. They are going to apply and see if they can get some tax credits for the project, so they are in the pipeline to get the rest of the tax credits later this year. The land on Partridge Avenue … the United Way got $300,000 to help with 10 affordable units. The HRA authorized the Environmental Assessment and that has been done. We are hoping to get the dollars released to United Way and the HRA and United Way would enter into a development agreement. The city would put infrastructure in, likely a cul-de-sac. This may not be a 2025 project. They will have to partner with builders who are able to build for that price. ($250,000) The Cashman Addition lot is waiting on Troy for a proposed site plan. They have a couple of houses in the pipeline, so this would also not be a 2025 project.

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 October totaled 109. Total year-to-date assistance and administration costs were $821,288.27 and revenues were $832,899.74. The Housing Choice Voucher Program fund balance at October month end is $180,288.27. The Housing Choice Voucher Program fund balance at October month-end is $180,292.10. The HRA Revenues year to date total is $451,619.42 and the expenses total $400,008.67. The HRA General Fund balance is $719,321.33.

There are 185 clients are being served right now. We have to put a halt on people going on the HCV program right now. We could be in shortfall because of people losing jobs, so we're paying more per month. To be in a shortfall position is a lot of work. Mainstream still has activity and there are six available vouchers. We should be able to fill all 40 by midyear. There are 111 HCV clients, 34 Mainstream clients, and 34 Bridges regular clients, and six Bridges-like clients. There are seven clients shopping for Bridges vouchers. He said there has been movement in rental housing because of the new units opening up.

Madkour went over the numbers for HCV and said there were a total of 31 clients that either did not return applications or came off the program for various reasons in 2024. For Mainstream, 17 applications were returned with a total of 32. There was a total of 34 clients that left the program for various reasons.

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

Other / New Business: Madkour said during the audit last year, they didn't have a General Depository Agreement. It is an agreement between the HRA, the Owatonna, and US Bank. It's not a votable thing, but he wanted to make the Commissioners aware of it. Our last Finance Director was on it, but it couldn't be finished before she left. It was due on December 31.

Adjournment: There being no further business, a motion to adjourn was made by Dotson and seconded by Fiske. All Commissioners voting Aye, the motion carried. The meeting adjourned at 4:45 pm.

Respectfully Submitted,
Ghassan Madkour
Housing Managers

Owatonna H.R.A.

Demographic Statistics Report

Vouchers - All Projects

Unit Locations	HoH Count	Percent	Fam Count	Percent
	7	5	19	7
Blooming Prairie	1	1	1	0
Ellendale	1	1	1	0
Owatonna	137	94	257	92
Total All Locations	146	100	278	100

Family Composition	Count	Percent	Avg Age
Average Family Size	2		
Elderly Heads of Household (age 62 or older)	25	17	69
Non-Elderly Heads of Household (age 61 or less)	121	83	45
Near-Elderly Heads of Household (ages 55 to 61)	31	21	58
Other Heads of Household (age 54 or less)	90	62	41
Female Heads of Household	107	73	49
Elderly	20	19	70
Non-Elderly	87	81	44
Near-Elderly	15	14	58
Other	72	67	41
Male Heads of Household	39	27	52
Elderly	5	13	65
Non-Elderly	34	87	50
Near-Elderly	16	41	58
Other	18	46	43
Disabled/Handicapped Heads of Household	91	62	54
Male	31	34	51
Female	60	66	54
Non-Minority Heads of Household	98	67	
Minority Heads of Household	48	33	
Black/African American	35	24	
American Indian/Alaska Native	1	1	
Hispanic	12	8	
# of Family Members younger than 18 years	108		11
# of Families with children	51	35	

Income Source	Annual Amount	Percent	Count	Percent
Child Support	$82,448	2.8	22	6
General Assistance	$360,626	12.0	119	34
Military Pay	$2,106	0.1	1	0
Other Nonwage Sources	$136,080	4.5	23	6
SSI	$850,622	28.4	75	21
Social Security	$578,604	19.3	57	16
TANF (formerly AFDC)	$1,368	0.0	1	0
Unemployment Benefits	$8,164	0.3	1	0
Other Wage	$973,317	32.5	55	16
Total All Income Sources	$2,993,336	100	354	100

Public Assistance is the sole source of income for 7% of households.
Households that are working comprise 34% of households.
Of the working households, 0% of households also receive TANF.

Demographic Statistics Report

Vouchers - All Projects

Average Household Income	$20,502
Average Tenant Rent (0-Bdrm)	$259
Average Tenant Rent (1-Bdrm)	$322
Average Tenant Rent (2-Bdrm)	$418
Average Tenant Rent (3-Bdrm)	$449
Average Tenant Rent (4-Bdrm)	$601
Average Tenant Rent (5-Bdrm)	$666
Average Tenant Rent (Combined)	$368
Average TTP (rent + utilities per month)	$402
Average Housing Assistance Payment	$527

Length of Time On Program	**Count**	**Percent**
Less than 1 years	22	16
Less than 2 years	31	22
Less than 3 years	24	17
Less than 4 years	12	9
Less than 5 years	6	4
Less than 6 years	3	2
Less than 7 years	3	2
Less than 8 years	0	0
Less than 9 years	5	4
Less than 10 years	8	6
More than 10 years	25	18

Broad Range of Income	**Count**	**Percent**
$0 - $5,000	0	0
$5,000 - $10,000	9	6
$10,000 - $15,000	40	28
$15,000 - $20,000	39	27
$20,000 - $25,000	21	15
More than $25,000	35	24

Income Levels	**Count**	**Percent**
Over Income	146	100

Owatonna H.R.A.

Demographic Statistics Report

Bridges - All Projects

Unit Locations	HoH Count	Percent	Fam Count	Percent
Dodge Center	1	3	2	3
Ellendale	1	3	3	4
Janesville	2	5	2	3
Kasson	2	5	4	5
Owatonna	32	80	63	83
Waseca	1	3	1	1
West Concord	1	3	1	1
Total All Locations	40	100	76	100

Family Composition	Count	Percent	Avg Age
Average Family Size	2		
Elderly Heads of Household (age 62 or older)	2	5	70
Non-Elderly Heads of Household (age 61 or less)	38	95	37
Near-Elderly Heads of Household (ages 55 to 61)	2	5	61
Other Heads of Household (age 54 or less)	36	90	36
Female Heads of Household	26	65	37
Elderly	2	8	70
Non-Elderly	24	92	35
Near-Elderly	1	4	60
Other	23	88	34
Male Heads of Household	14	35	41
Elderly	0	0	0
Non-Elderly	14	100	41
Near-Elderly	1	7	61
Other	13	93	40
Disabled/Handicapped Heads of Household	10	25	45
Male	7	70	40
Female	3	30	45
Non-Minority Heads of Household	31	78	
Minority Heads of Household	9	23	
Black/African American	3	8	
American Indian/Alaska Native	1	3	
Hispanic	6	15	
# of Family Members younger than 18 years	29		9
# of Families with children	12	30	

Income Source	Annual Amount	Percent	Count	Percent
Child Support	$20,237	3.0	4	5
General Assistance	$217,752	32.1	51	61
Other Nonwage Sources	$12,002	1.8	1	1
SSI	$36,780	5.4	4	5
Social Security	$85,776	12.7	7	8
Other Wage	$304,969	45.0	16	19
Total All Income Sources	$677,517	100	83	100

Public Assistance is the sole source of income for 30% of households.
Households that are working comprise 38% of households.
Of the working households, 0% of households also receive TANF.

Average Household Income	$16,938
Average Tenant Rent (0-Bdrm)	$234
Average Tenant Rent (1-Bdrm)	$258
Average Tenant Rent (2-Bdrm)	$294
Average Tenant Rent (3-Bdrm)	$665
Average Tenant Rent (4-Bdrm)	$816
Average Tenant Rent (Combined)	$332
Average TTP (rent + utilities per month)	$321
Average Housing Assistance Payment	$615

Length of Time On Program	**Count**	**Percent**
Less than 1 years	23	58
Less than 2 years	13	33
Less than 3 years	4	10
Less than 4 years	0	0
Less than 5 years	0	0
Less than 6 years	0	0
Less than 7 years	0	0
Less than 8 years	0	0
Less than 9 years	0	0
Less than 10 years	0	0
More than 10 years	0	0

Broad Range of Income	**Count**	**Percent**
$0 - $5,000	3	8
$5,000 - $10,000	7	19
$10,000 - $15,000	9	24
$15,000 - $20,000	6	16
$20,000 - $25,000	2	5
More than $25,000	10	27

Income Levels	**Count**	**Percent**
Over Income	40	100