

HOUSING AND REDEVELOPMENT AUTHORITY  
OF THE CITY OF SOUTH ST. PAUL

BOARD OF COMMISSIONERS  
MINUTES  
SPECIAL MEETING  
June 28, 2021

The Annual Meeting of the Housing and Redevelopment Authority of the City of South St. Paul was held on October 25, 2021 in the South St. Paul City Hall Training Room. Chairperson Seaberg called the meeting to order at 6:30 P.M.

The following Commissioners were present: Pam Bakken, Sharon Dewey, Todd Podgorski, Jimmy Francis, Lori Hansen, Joe Kaliszewski and Chair Tom Seaberg.

Staff was represented by: Executive Director Ryan Garcia, Tiffany Greene, Housing Programs Administrator, Joel Hanson, City Administrator, and Clara Hilger, City Finance Director.

#### APPROVAL OF AGENDA

It was moved by Commissioner Kaliszewski and seconded by Commissioner Hansen to approve the agenda as presented. Motion carried.

#### PUBLIC HEARINGS

- A. Approval of 2022 Agency Plan and Revised 5-Year Capital Fund Plan – Resolution No. 2021-3342.

Chair Seaberg opened the public hearing.

Ms. Greene reported that the Agency Plan was a required annual document that the HRA prepares to guide its activities for the coming year. Ms. Greene pointed out that the Capital Fund Plan was updated to reflect future capital projects as discussed at previous board meetings. Ms. Greene noted that Resident Advisory Boards participated in the planning process and were supportive of the continued investment in the buildings.

Chair Seaberg closed the public hearing at 6:43 P.M.

It was moved by Commissioner Kaliszewski and seconded by Commissioner Francis to adopt Resolution No. 2021-3342 approving the 2022 Agency Plan and Revised 5-Year Capital Fund Plan.

Motion carried 7 ayes / 0 Nays

#### CONSENT AGENDA

It was moved by Commissioner Francis and seconded by Chair Bakken to approve the Consent Agenda as follows:

- A. Approval of Minutes – Special Meeting – June 28, 2021
- B. Purchase of Admission and Continued Occupancy Policy (ACOP)

Motion carried            7 ayes / 0 Nays

#### GENERAL BUSINESS

- A. Election of Officers

Commissioner Seaberg suggested and the Board agreed that all nominations would be considered, following nominations, under a single motion.

Chair Seaberg nominated Sharon Dewey for the Office of Chairperson, Joe Kaliszewski for the Office of Vice Chairperson, and Pam Bakken for the Office of Secretary. Chair Seaberg made three successive calls for further nominations. Hearing no further nominations to come from the floor, it was moved by Commissioner Seaberg and seconded by Commissioner Hansen that nominations be closed and to approve via one motion the appointments as follows:

CHAIRPERSON – Sharon Dewey

VICE CHAIRPERSON – Joe Kaliszewski

SECRETARY – Pam Bakken

Motion carried            7 ayes / 0 nays

- B. Approval of 2022 Public Housing Budget – Resolution No. 2021-3343

Ms. Greene presented a summary of the 2022 public housing budget, which is submitted to HUD and guides the administration of the Public Housing Program. The Program continues to be on solid financial footing with expected revenues providing sufficient coverage to provide a consistent level of service at the High Rise buildings.

Motion by Commissioner Kaliszewski and seconded by Commissioner Dewey to approve Resolution 2021-3343 and the 2022 Public Housing Budget.

Motion carried            7 ayes / 0 nays

- C. Approval to Renew Management Contract with Nath Companies

Ms. Greene presented an overview of the Nath Management agreement, which is a two-year contract for property management services at the Highrises.

Motion by Commissioner Bakken and seconded by Chair Seaberg to approve the Management Contract with Nath Companies.

Motion carried        7 ayes / 0 nays

ADJOURNMENT

There being no further business to come before the Board it was moved by Commissioner Francis and seconded by Commissioner Bakken to adjourn. Chairperson Seaberg declared the meeting adjourned at 6:54 PM.

Respectfully submitted,

\_\_\_\_\_  
Joe Kaliszewski, Secretary

\_\_\_\_\_  
Tom Seaberg, Chairperson

Dated: \_\_\_\_\_