



**FEBRUARY 24, 2022  
REGULAR MEETING**

**LE SUER COUNTY HRA MEETING CONDUCTED VIA ZOOM CONFERENCE CALL  
MVAC Administrative Offices  
Mankato, MN**

**10:00 A.M.**

**AGENDA**

- I. Call to Order
- II. Approval of Minutes
- III. Housing Services Update
- IV. Section 8 Rental Assistance
  - A) Presentation and Approval of Reports
  - B) Transfer of Funds
  - C) Program Report
- V. Other Business  
Follow-up on LeSueur County HRA Revolving Funds
- VI. Adjournment

**PLEASE CONTACT THE OFFICE NO LATER THAN  
WEDNESDAY, FEBRUARY 23, 2022  
IF YOU CANNOT ATTEND THE MEETING.**

**The zoon instructions that were used for the December meeting will also be used for the February meeting and will be emailed a few days before the meeting along with a few other documents. Don't forget to have available your packet from the January meeting; since we did not have a meeting those items will be addressed at the February meeting.**

## Le Sueur County HRA Minutes

This meeting conducted at the administrative offices in Mankato for MVAC was conducted via zoom conference call. The meetings are being recorded and will be available on file in the event there are questions.

**Date:** December 9, 2021

**Opened:** 10:00. a.m.

**Place:** MVAC Conference Room

**Closed:** 10:53 a.m.

### **MEMBERS PRESENT:**

Terry Overn, Pat Nusbaum, Leah Petricka and Danny O'Keefe.

### **MEMBERS ABSENT:**

Monica Muchow.

### **OTHERS PRESENT:**

Judd Schultz, MVAC staff representative.

### **CALL TO ORDER:**

Pat Nusbaum, Chair, called the meeting to order.

### **APPROVAL OF MINUTES:**

Commissioner Overn moved, seconded by Commissioner O'Keefe to approve the minutes of the October 28, 2021, regular meeting as mailed. **MOTION CARRIED.**

### **HOUSING REPORT:**

Judd Schultz, Housing Services Director, provided updates on the Section 8 rental assistance program as they relate to activity with clients and landlords, utilization of the vouchers and the budget. The new rent assistance program which will be available thru MHFA at the state was discussed. Updates were also provided on the Energy Assistance Program, status of any Small Cities applications, the Weatherization Program, and any other programs currently being administered by MVAC.

### **PRESENTATION AND APPROVAL OF REPORTS:**

Commissioner Nusbaum, Chair, presented the following reports:

Section 8 Production Data Report, October

Section 8 Financial Reports, October

Cash Balance Statements, October

General Ledger Administrative Cost Reports, October

November 2021 additions or corrections in the amount of \$233.00

December 2021 Rental Assistance Payments in the amount of \$41,425.00

December 2021 Utility Reimbursement Payments in the amount of \$1,179.00

December 2021 Portability Payments in the amount of \$2,502.70

After review Commissioner Petricka moved, seconded by Commissioner Overn to approve the additions/corrections to the rent sheets for the month of November totaling \$233.00. Motion made by Commissioner Petricka, seconded by Commissioner Overn to approve the rent sheets for the months of December. **MOTION CARRIED.**

Commissioner O'Keefe moved, seconded by Commissioner Petricka, to approve the transfer authorization in the amount of \$48,296.00 for the month of December for the reimbursement of expenses for the Section 8 Rental Assistance Program. **MOTION CARRIED.**

After board review of the expenditures of the Section 8 Rental Assistance Program, Commissioner Petricka moved, seconded by Commissioner O'Keefe, to approve the expenditures submitted in the amount of \$52,135.63 for the month of October. **MOTION CARRIED.**

### **NEW BUSINESS**

None.

### **OLD BUSINESS**

The Revolving Loan Fund was discussed as far as eligible projects, use of the dollars as far as the program guidelines will allow, leveraging, etc. This discussion was a continuation of the initial discussion started at the last meeting. It was recommended and decided that a meeting would be held soon just to address the changes that the board would like to see happen with regard to the provisions of the Revolving Loan Fund. The meeting would be dedicated to this loan fund only. In addition to the proposed changes to the loan fund, Judd Schultz presented a request from a household in the City of Montgomery that was looking for a loan in the amount of \$10,000 in order to finish a Small Cities Project. After brief discussion the board has decided to delay making any decision on this request until the revised program guidelines for the Revolving Loan Fund are in place. The board requested that Judd Schultz put together some bullet points on items to consider for possible revisions to the loan fund. It is hoped that these guidelines can be discussed and finalized by the end of January.

### **NEXT HRA MEETING**

The next HRA meeting will be scheduled for **Thursday, January 27, 2022, at 10:00 AM** in the conference room of the MVAC administrative offices in Mankato. **Meetings will continue to be conducted in a "zoom" format until further notice. The invitation and zoom meeting details will continue to be used for the next meetings and will be included in the meeting packet. The next regularly scheduled board meeting will be on Thursday, January 28, 2022.**

### **ADJOURNMENT**

There being no further business, a motion was made to adjourn by Commissioner Petricka, seconded by Commissioner O'Keefe and duly carried.

Respectfully submitted,  
Monica Muchow, Secretary