

**Minutes of HRA Crescent Apartments Board Meeting  
Monday, August 8, 2022, at 12:00 pm**

**CALL TO ORDER**

Chair Ken Skaare called the meeting to order at 1:12p.m. in the Council Chambers at City Hall.

**ROLL CALL**

Members present: Rick Scholtes, Ken Skaare, Dan Mensing, and Mark Maher

Members Absent: Kim Shaffer

Staff present: Mary Kennedy-City Administrator, Amy Schaefer- Economic Development Specialist, and Megan Hanson-Haase-Executive Director/Housing Manager

**DETERMINATION OF QUORUM**

A quorum present. No public comment.

**APPROVAL OF MINUTES**

The minutes from the HRA Crescent Apartments Board meeting of June 13, 2022, were provided in the HRA packet for the board to review. Hanson-Haase noted there should be a change in the June minutes, as she was not absent from that meeting.

***MOTION BY SCHOLTES, SECOND BY MENSING, TO APPROVE THE MINUTES OF THE HRA CRESCENT APARTMENTS BOARD MEETING OF JUNE 13, 2022, WITH THE NOTED CORRECTION TO THE ATTENDANCE. THE MOTION WAS APPROVED UNANIMOUSLY.***

**BUDGET UPDATE AND APPROVAL OF BILLS**

The Check Summary and Bank Statement were provided in the HRA packet for the board to review.

***MOTION BY MENSING, SECOND BY MAHER, TO APPROVE THE CRESCENT APARTMENT BILLS AS PRESENTED TO THE BOARD. THE MOTION WAS APPROVED UNANIMOUSLY.***

**CORRESPONDENCE/COMMUNICATIONS**

There was no correspondence.

**OLD BUSINESS**

None

**NEW BUSINESS**

**ACH**

Hanson-Haase noted that Kennedy and Scholtes have access to the accounts if needed.

**PILOT**

Hanson-Haase explained the payment to the Faribault County Treasurer was due to a property tax abatement or PILOT (Payment in Lieu of Tax) program that was due in 2020 and 2021. Hanson-Haase was unaware of this payment until contacted by the courthouse, therefore they were not filed.

Hanson-Haase reported that they are now current and is now aware that this needs to be paid at the end of each year.

**OTHER BUSINESS**

None

**DIRECTOR'S REPORT**

Hanson-Haase reported that there is one vacancy, along with one mod-vacant. The renovation of the handicap unit is still in progress.

**ADJOURNMENT**

The next Crescent Apartments HRA Board meeting will be held on Monday, Sept. 12, 2022.

***MOTION BY SCHOLTES, SECOND BY MAHER, TO ADJOURN THE MEETING. THE MOTION WAS APPROVED UNANIMOUSLY.***

Skaare adjourned the meeting at 1:22 p.m.