

**Minutes of HRA Crescent Apartments Board Meeting  
Monday, October 10, 2022, at 12:00 pm**

**CALL TO ORDER**

Chair Ken Skaare called the meeting to order at 12:00 p.m. in the Council Chambers at City Hall.

**ROLL CALL**

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

Staff present: Mary Kennedy-City Administrator 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 September 12, 2022, were provided in the HRA packet for the board to review.

***MOTION BY MAHER, SECOND BY MENSING, TO APPROVE THE MINUTES OF THE HRA CRESCENT APARTMENTS BOARD MEETING OF SEPTEMBER 12, 2022. THE MOTION WAS APPROVED UNANIMOUSLY.***

**BUDGET UPDATE AND APPROVAL OF BILLS**

The check summary was provided in the HRA packet for the board to review.

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

**CORRESPONDENCE/COMMUNICATIONS**

There was no correspondence.

**OLD BUSINESS**

**HUD REAC Inspection**

Hanson-Haase reported that the inspection went well with the tenant units and common areas scoring 96.8 %, but the boiler area brought the score down to 76%. , but the problems could be easily addressed and corrected. The inspector indicated that it was one of the nicest facilities he has seen in two years. They will now be on a 3-year schedule for this inspection.

**Elevator update**

Hanson-Haase reported that the elevator project will start tomorrow along with the fire system upgrades and should be complete in the next 2 weeks.

**Moving incident**

Hanson-Haase shared that the tenant has now secured a lawyer but had no other updates.

**NEW BUSINESS**

None

**OTHER BUSINESS**

None

**DIRECTOR'S REPORT**

Megan Hanson-Haase presented the vacancy report.

**ADJOURNMENT**

The next Crescent Apartments HRA Board meeting will be held on Monday, November 14, 2022.

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

Skaare adjourned the meeting at 12:07 p.m.