

MINUTES
St. Louis Park Housing Authority
St Louis Park, MN
Wednesday, May 8, 2024 5 p.m.

MEMBERS PRESENT: Commissioner Catherine Courtney, Commissioner Paul Beck (arrived 5:15), Commissioner Reynold Burrowes, Commissioner Thom Miller, Commissioner Richard Webb,

STAFF PRESENT: Marney Olson, Oi Mattison, Angela Nelson, Nicole Randall

1. Call to Order – The meeting was called to order at 5:05 p.m.
2. Approval of Minutes – Minutes for the February 14, 2024 board meeting were reviewed. A motion to approve was made by Commissioner Webb and seconded by Commissioner Miller. Motion passed 4-0.
3. Hearings – None.
4. Presentation – None.
5. Unfinished Business – None
6. New Business
 - a. Approval of AC sleeve façade, deck fascia, and door and window lintel repairs project contract award to Frerichs Construction Company for Hamilton House. Ms. Mattison presented Frerichs' proposal. Staff worked with Finn Daniels Architects who anticipated the budget would be around \$400,000.

In accordance with formal bidding requirements, an "Invitation to Bid" legal advertisement was placed for two consecutive weeks in the *St. Louis Park Sun Sailor*. The Housing Authority solicited bids from various construction bidding networks, which also included Minority, Women and Native American Business Enterprise Networks. Eleven different contractors attended a mandatory pre-bid meeting on April 9, 2024.

Four bids were submitted and the lowest was Frerich's base bid of \$434,995. The highest bid was \$676,343. Finn Daniels has successfully worked with Frerichs on past projects. The HA will utilize contributions from two grant awards to finance the project including 2022 HUD CFP and 2023 HUD CFP funds.

A motion was made by commissioner Webb and seconded by Commissioner Burrowes. Motion passed 4-0.

- b. 2023 housing activity report was presented by Ms. Olson.
Discussion highlights: First generation program was utilized by 4 homeowners in 2023 (only 1 in 2022). Down payment assistance is also heavily utilized. Ms. Randall discussed the positive impact of the development of five new properties in 2023 that had inclusionary units that are

benefiting voucher holders. In a typical month, 5-10 voucher holders move into St. Louis Park; in March 2024 there were 18 vouchers and April 2024 there were 32 vouchers from other jurisdictions. State rental assistance program is still in process of being developed. We expect to have housing stock to support the state rental assistance program. NOAH properties are where the majority of vouchers are used.

7. Communications

8. Other

9. Adjournment

Commissioner Webb moved to adjourn the meeting and Commissioner Miller seconded. The motion passed 5-0. The meeting was adjourned at 5:56 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Paul Beck", is written over a horizontal line. The signature is stylized and cursive.

Paul Beck, Secretary