

# MINUTES

## HRA

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**2:00 AM - Tuesday, October 17, 2023**  
City Hall Council Chambers

The City of Pine City Council met in HRA on Tuesday, October 17, 2023 at 2:00 AM in the City Hall Council Chambers.

**1. CALL TO ORDER**

**Board Members:** Mayor Carl Pederson, Councilor Dave Hill, Rita Watson, Becky Schueller, Tracie Peterson, and Nancy Mach.

**Staff Present:** City Administrator Scott Hildebrand, Deputy Clerk Marcy Peterson, Community Development Director Mike Gainor (online), Administrative Assistant Tabitha Pickett

**Others Present:** SMR Management representatives Kristen Mallak, Rachel Malecka, Tracy Scullard

**2. OPEN FORUM**

**3. APPROVAL OF MEETING MINUTES**

**3.1. SEPTEMBER 19, 2023 HRA MINUTES**

Motion to approve September 19, 2023 HRA Minutes by Watson, second by Schueller. Motion carried.

**4. HILLSIDE COURT MANAGEMENT UPDATE**

**4.1. SMR MANAGEMENT STAFF REPORT**

Mallak stated there isn't much to update this month. They had a resident pass away and now have a handicap accessible unit open and will be going through their list for a new tenant.

**4.2. SMR FINANCIALS**

**4.3. APPROVAL OF CHECK REGISTER**

Motion to approve Check Register by Schueller, second by Mach. Motion carried.

**4.4. BANK RECONCILIATION**

**5. OLD BUSINESS**

**5.1. UPDATE ON TIMBER PINES HRA LOAN**

Hildebrand stated the loan has been disbursed and the City will track it and provide

updated statements monthly.

## **5.2. UPDATE ON LAKESIDE STUDENT LIVING HRA LOAN**

The EDA approved the loan at their last meeting. HRA approved the loan contingent on EDA approving. HRA would like statements like the EDA gets for their loans. Pederson requested that if/when everyone has time to contact Stelter and go check out the progress being made.

## **5.3. UPDATE ON HILLSIDE COURT FOUNDATION PROJECT**

Jones Construction was awarded the ground fix in the amount of \$1,800.00. Gainor stated that they should be there soon to get the pipes fixed to get water moving away from the building.

## **6. NEW BUSINESS**

### **6.1. DISCUSS POSSIBLE COLLABORATION ON NEW PINE CITY HOUSING PROGRAM WITH NICOLE KLOSNER OF LAKES & PINES**

Klosner discussed collaboration on working with HRA and possibly the City to get a new program going for low to moderate income families to update their homes. They discussed the weatherization program that Lake and Pines could do a match per household. She is going to reach out to Gainor early next week to see what can be done and potential amounts.

## **7. FINANCIAL REPORT**

### **7.1. HRA FINANCIALS**

Pederson spoke about getting a program going with the funds they currently have. Hildebrand stated the transfer for 2023 has not been done yet and is going to try to get it on the Council Meeting for October 19, 2023 but is unsure if it will happen.

## **8. DEVELOPMENT REPORT**

### **8.1.**

## **9. ADDITIONAL ITEMS, COMMENTS OR QUESTIONS**

Hildebrand stated that Anthony Samuel stopped in from Fawn Meadows regarding the letter Gainor sent to him. He sounded like he would like to work with the City/HRA to see what can be done to move further with this project.

## **10. ADJOURNMENT**

Watson made a motion to adjourn the meeting at 2:35 PM, second by Mach. Motion carried.

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CAO

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Mayor