

Present: Leota Goodney, Jim Crow, Kris Vohs, Kevin Fink, Dayna Clemment

Absent:

Also Present: Michele Merxbauer – Housing Manager, Jim Herreid – Planning Commission, Jenny Larson – Three Rivers, Janine Jasinki – Three Rivers, Barb Neitzel – Recording Secretary

1) **Call to Order and Approval of Agenda**

Chair Goodney called the meeting to order at 5:00 p.m.

2) **Approval of Minutes**

K. Fink noted a change to Item #2, line 1, to replace “K. Fink” with “J. Crow.”

A motion was made by K. Fink and seconded by J. Crow to approve the minutes of January 14, 2009. All in favor. Motion carried.

3) **Public Comments** - None

5) **Action Items**

a. Amend lease and addendum for Elianna properties to comply with HOA rules and regulations
L. Goodney and M. Merxbauer attended a Home Owner Association meeting and received a copy of the rules and regulations for the Elianna properties. The following is a list of changes to the lease and pet addendum required in order to comply with the HOA Rules and Regulations:

- Leases must be 12 months long;
- A maximum of two pets is permitted per unit and are restricted to 1 75 lb. dog or 2 dogs with combined adult weight of 50 lbs;
- \$200 of damage deposit will be paid to the HOA for maintenance of common area, per HOA requirements and will not be refunded;
- Satellite dishes and any antennae will require landlords written consent PRIOR to installation, and must be professionally installed;
- Tenant is advised to obtain homeowners insurance policy (HO4) and certificate of insurance presented to HOA;
- Tenant must abide by all HOA Rules and Regulations as stated in the HOA Rules and Regulations document, attached.

A change was also made to the Pet Addendum Item #2 to delete “A maximum of two cats is allowed per unit” since it is addressed earlier in the agreement.

A motion was made by D. Clemment and seconded by K. Vohs to approve the Lease Agreement and Pet Addendum as amended. All in favor. Motion carried.

The HRA discussed who would attend the HOA meetings and report back to the board.

A motion was made by J. Crow and seconded by D. Clemment to appoint the Housing Manager as the landowner representative of the HRA responsible for attending HOA meetings for the 2010 calendar year. All in favor. Motion carried.

6) Discussion Items

a. Architectural Review Committee for Maple Hills

The HRA discussed how to handle a request from a homeowner in the Maple Hills development to build onto his current garage. He is required to come before the Architectural Review Committee for this development; however, it is currently not a functioning unit. M. Merxbauer noted he meets all zoning and setback requirements.

A motion was made by J. Crow and seconded by K. Fink to authorize staff to review the architectural requirements with the homeowner and determine if any further issues need to be brought back before the HRA. All in favor. Motion carried.

M. Merxbauer stated she would remind homeowners of the ARC requirements when she meets with them to transfer their deed.

J. Crow noted that language relating to membership in the covenants would need to be revised as a result of the dissolution of the Land Trust. M. Merxbauer stated she would add an agenda item in July or August to review the entire declaration of covenants.

4) Presenter

a. Jenny Larson, Three Rivers Community Action, Inc

Update on the Home Matters projects

J. Larson reported the project at 311 Cherry Street would be complete by the end of February 2010 and two other homes located at 406 8th St. and 400 8th Street will be under construction soon. The next phase will involve community outreach activities centered around green housing. Since there has been significant demand for the Cherry Street home they plan to use an application procedure with selection criteria to determine a suitable buyer. They also received additional funding from the following:

- \$5,000 from Conservation Energy Resource Team with funds matched by Renew Northfield for the purchase of a solar water system.
- \$200,000 from Minnesota Housing Finance Agency for foreclosure rehab.

7) Informational Items

a. Land trust dissolution: next steps

Staff and CLT members Dayna Clemment and Kris Vohs will meet with homeowners in the Land Trust to discuss the transfer and have them sign the Shared Appreciation Agreements. They hope to have these meetings completed before the end of May 2010.

b. Elianna Units

i. HOA Update

This item was discussed in Action Items above.

ii. Lease-Up Update

M. Merxbauer noted a potential renter for one of the units needed to back out. She has listed the unit for rent in the Northfield News and sent fliers to Rice County Section 8 and mortgage lenders and realtors. She also stated that an RFP would need to be prepared to hire a property management company for the units.

c. Foreclosure Updates

The HRA reviewed foreclosure rates for Northfield and Rice County. The graphs show a decrease in foreclosures; however, the banks had put a moratorium on foreclosures until Feb 2010. The average price for a home in Northfield in 2009 decreased 16% from \$216,437 to \$181,927.

8) **Next Meeting**

a. March 11, 2010

9) **Adjournment**

The meeting was adjourned at 6:14 p.m.

Respectfully submitted,
Barb Neitzel – Recording Secretary