



134 East Second Street • Wabasha, MN 55981 • phone (651) 565-2638 • fax (651) 565-3836 • www.semmchra.org

REGULAR HRA BOARD OF COMMISSIONERS MEETING AGENDA

Southeastern Minnesota Multi-County Housing and Redevelopment Authority

Official Location: 134 East Second Street, Wabasha, MN 55981

Time: Wednesday, November 19, 2025, at 10:00 AM

COMMISSIONERS AND LOCATION ATTENDING:

Brad Anderson, 134 East Second Street, Wabasha, MN 55981

Rich Hall, 134 East Second Street, Wabasha, MN 55981

Robert Keehn, 134 East Second Street, Wabasha, MN 55981

Cheryl Key, 134 East Second Street, Wabasha, MN 55981

Laura Mielke, 1212 West Wabasha Street, Winona, MN 55987

Rodney Peterson, 22062 650th St, Kasson, MN 55944

Rhonda Toquam, 134 East Second Street, Wabasha, MN 55981

Marcia Ward, 30987 Four Farms Road Dakota, MN 55925

Eric Sievers, 134 East Second Street, Wabasha, MN 55981

GUESTS:

Buffy Beranek, Executive Director

Ashely Jergenson, Comptroller

REMOTE SIGN ON: Microsoft Teams

[Join the meeting now](#)

Meeting ID: 276 339 868 837 2

Passcode: W6AE2LP3

Dial in by phone: +1 469-208-1810

Phone conference ID: 256 538 704#

The public may also join the meeting remotely by logging on to or calling above access. Members of the public must be muted without cameras on.

1. **Call Meeting to Order**
2. **Roll Call**
3. **Approval of Agenda & Addendum**
4. **Consent Agenda**
 - A. Approval of Regular Meeting Minutes – October 15, 2025 (M)
 - B. Approval of Changes to the SEMMCHRA Policy and Procedures Emp. Handbook (R)
 - C. Approval of Job Description Updates (M)

- D. Acceptance of Salary Step Hiring Framework (M)
- E. Approval to Submit MCPP Application for 2025 Allocation (R)
- F. Approval of Housing Trust Fund RFP Template and Scoring Matrix (M)

5. Agency Standards, Program Reports & Updates

- A. Rental Housing
- B. Grant/Capital Administration & Community Development
- C. Section 8 Rental Assistance

6. Review and Acceptance of Financial Statements, Commentary and Communications

- A. Acceptance of October 31, 2025, Financial Statements (M)

7. Public and Commissioners Comments

8. Executive Report

9. Old Business

- A. Update on the Mazeppa Lot
- B. Update on Bring It Home State Rental Assistance Program

10. New Business

- A. Approval of 2026 Agency Goals (M)
- B. Update on Yardi system assessment and consultant use for 2026 system planning, training, and implementation of Bring It Home Vouchers system modifications
- C. CEO and Staff Hiring Updates
- D. Approval to Amend Consultant Contract (R)

11. Adjourn SEMMCHRA Board Meeting

12. Lake Pepin Plaza LLC Meeting

- A. Open Lake Pepin Plaza, LLC Meeting
- B. Approval to Name Lake Pepin Plaza LLC. Chief Manager and Treasurer (R)

13. Adjourn Lake Pepin Plaza, LLC Meeting

14. Adjourn

MEETING REMINDERS:

SEMMCHRA Board, Wednesday, December 17, 2025, at 10:00 AM