

Presidents Council Zoom Meeting Minutes

November 24, 2025

CALL TO ORDER

Melanie Fox, called the Presidents Council Meeting to order at 10:00 a.m. and took a roll call of hi-rise Representatives present, along with PHA staff members.

SECRETARY'S REPORT

Aado Perandi, PC/RPC Secretary, Wabasha, stated you can always find a copy of the Minutes posted on the PC website. He also asked Representatives to instruct their resident council Secretaries to print a copy of the PC Minutes and post them along with the Minutes from their resident council meetings. Robert Watson, Front, made a Motion to accept last month's Minutes as they stand. Gerald Upp, Ravoux, seconded and the Motion carried.

GUEST SPEAKER

There was no guest speaker.

TREASURER'S REPORT

Melissa Pappas, PC/RPC Treasurer, Seal, gave a rundown of income and expenses for November.

For November, the cleared balance is ninety thousand one hundred seventeen dollars and eighty-three cents (\$90,117.83). The ending balance is eighty-nine thousand six hundred forty-two dollars and eighty-three cents (\$89,642.83). The report will be filed for audit. Melissa then took questions.

PHA MAINTENANCE REPORT

Brent Feller, Construction Program Manager / Maintenance Contracts gave an update.

He provided the Council with updates on the hi-rise buildings. Brent reported that there are currently no issues with the elevators. At Exchange, electrical work will continue for a few more weeks, camera installation will be completed shortly, and hot water repairs are underway; residents should submit a work order if they experience any issues. At Wabasha, camera work has been completed, and electrical work is ongoing, with one floor remaining. At Neill, the electrical project continues with one additional planned shutdown on each floor. At Montreal, a hot water issue is being investigated by a contractor, and a similar issue at Seal will also be assessed. At Ravoux, a second water heater has been installed to improve hot water availability. At Hamline, electrical work is in progress, and the emergency generator installation is scheduled to begin next month. At Dunedin, the LED lighting upgrade has begun, with units being addressed from top to bottom. At Edgerton, elevator lobby lighting work is scheduled to start in December. At Wilson, electrical improvement work inside units is expected to begin next month.

Brent.Feller@stpha.org

PHA MAINTENANCE REPORT *(continued)*

Mike Silvan, Assistant Maintenance Director had a few things to say during these fall/winter months.

1. The front lights should now be fully operational; the repairs were completed two Mondays ago.
2. With snow season approaching, maintenance staff will be out during snow events. Please be prepared to move your vehicles on snow days.
3. Please install your air conditioner covers as temperatures begin to drop. There have been several reports of lost keys, so please be careful and keep track of your keys.
4. For normal maintenance requests, Monday through Friday, between 8:00 am - 4:30 pm, please call in a work order at 651-298-4413.

Maintenance then took questions from the hi-rise representatives.

Michael.Silvan@stpha.org

PHA MANAGEMENT REPORT

Charisse Brown, Resident Services Senior Manager reminded everyone to review the winter weather notices that were sent out. She encouraged residents to be cautious of slipping and falling during cold weather, to keep windows closed, and to cover air conditioners. She also reminded residents to consider obtaining renter's insurance, as PHA is not responsible for damage caused by flooding or fires originating from nearby units.

She noted that residents should have received information on the monitors about Thanksgiving and Christmas meal resources provided by the HSC. These notices include details on locations offering holiday meals.

For residents at Central and Ravoux, she announced that annual re-certifications are coming up in December. She advised residents to begin preparing their documents, which may include bank statements, Social Security award letters, and at least four consistent employment pay stubs.

She also shared that camera systems at Exchange and Wabasha are being updated, and that a virtual pool will be available at Exchange.

Charisse.brown@stpha.org or 651-292-6072

SAFETY & SECURITY REPORT

Sgt. Darryl Boerger, St. Paul Police Department, ACOP reported that cold weather often leads to an increase in non-residents attempting to enter buildings. Residents are reminded not to open doors for anyone who does not belong in the building. If you observe a non-resident entering, please do not confront them. Instead, document what you see and call 911 for non-emergency assistance, as well as ACOP.

Regarding the Officer in Residence (OIR) program, the Hamline OIR will be available starting December 1, 2025. An offer has been made for the OIR position at Edgerton, and Exchange remains open and is still seeking an OIR.

There have been parking complaints at the Mt. Airy Hi-Rise. Officers are addressing these concerns, including issues with loud music and illegal smoking.

He then took questions.

The cellphone number for the Community Liaison Officers is 651-755-3525 that is answered M-F from 6:00 a.m. - 3:30 p.m. After hours, the ACOP number is 651-558-2305.

As always, do not let unauthorized non-residents into the buildings. If appropriate call the non-emergency number at 651-291-1111 or the emergency number at 911.

darryl.boerger@ci.stpaul.mn.us or 651-331-0510

OLD BUSINESS

None

NEW BUSINESS

1. **Easy Minute Taking Form:** Resident Council Coordinator, Youa Thao, went over the Easy Minute Taking Form with the representative and informed them that during recent audits, some Secretaries were leaving spaces blank on the Easy Minute Taking Form. She informed us that using this form does not mean less writing. The purpose of this form is to help guide new Secretaries on the order in which each business item and update should be lined up. Secretaries should not take what is on the agenda and put it onto the minutes, as it does not provide any details to the residents and does not cover what occurred at the meetings. Secretaries should also treat the form as a professional minute report and should not scribble on the corners of the form. The form should be neatly done, easy to follow, and should contain all discussions and votes that occur during the council meeting.

If your council has been instructed to redo a minute report and your secretary chooses not to do so, your council will no longer be eligible for PHA/RPC funds until you make the necessary corrections and resubmit your minutes.

2. **Audit:** Resident Council Coordinator, Youa Thao, showed the representatives the auditing schedule for the QuickBooks Peer and the Treasurer, and reminded representatives that their Treasurer is also responsible for tracking the auditing schedule and ensuring all audits are being completed in a timely manner. They should inform management right away if the auditor or QuickBooks Peer is not responsive or is late in completing an audit.
The audits will determine if councils are eligible for further funding based on their compliance with the policy.
3. **Winter Newsletter:** The team is recruiting for the Winter Newsletter edition. If you wish to join, please let Youa know by December 13th. In addition, if you wish to submit poems, stories, or pictures to the Newsletter Team, please send them to: insider@stphapresidentscouncil.org.

BOARD OF COMMISSIONERS REPORT

Leonard Thomas, Commissioner from Seal, reported that HUD has provided an update regarding upcoming changes to rental subsidy programs. The details of these changes are not yet clear, but adjustments are expected due to new applicants entering the program and evolving needs that must be addressed. It is not yet known how these changes will impact STPHA. Once HUD announces the specific requirements of the new policies, he will provide updates to everyone.

Leonard then took questions.

RESIDENT INITIATIVES REPORT

Alicia Huckleby, Resident Initiatives Director & Human Services Director reminded councils to comply with audit requirements and to ensure that all documents are properly organized in the Secretary and Treasurer books. This helps ensure that funds are released on time and that audits are completed smoothly. She also highlighted the resources available for Thanksgiving and the upcoming holidays and encouraged residents to reach out to staff if they have additional resources to share with neighboring hi-rises.

Alicia then took questions.

Alicia.Huckleby@stpha.org

SECTION 3 UPDATE

Khadar Osman, Resident Initiatives Coordinator, job skills training, employment, and education, reported that PHA is still accepting applications for the \$200 scholarship for job skills training.

PHA will also be offering Crime Prevention and Identity Theft Prevention training for residents; once the date and time are confirmed, registration invitations will be sent out.

Additionally, Twin Cities Rise will be offering the second half of their Emotional Intelligence courses in the spring. Notices with the date and time will be sent to residents once they are finalized.

If we have any questions regarding employment, education or training please contact Khadar Osman at 651-236-7820 or 651-298-4929 or khadar.osman@stpha.org.

HIP REPORT

Betsy Christensen, *Health Improvement Programs* (HIP) Coordinator, had a few updates. Betsy reported on

Upcoming autumn/winter programming:

- Aging Pathways, – which was formerly known as Senior Linkage Line. She reported that they were able to visit 14 of the 16 hi-rises to work with residents on changes to Medicare. Valley and Ravoux are scheduled for upcoming visits. Residents are encouraged to bring any questions to these sessions.
- Open Cities Health Center – Staff from Open Cities will be tabling at each hi-rise. Residents are invited to stop by, chat with them, and collect resources. Their community health workers can answer a variety of health-related questions.
- Exchange Community Art Project – The group cloth project will wrap up this fall, with plans to expand the project to other sites in the future.
- Cooking Class at Ravoux – The cooking class hosted by the University of Minnesota Extension has concluded. The goal is to offer more classes, and staff will reach out to other interested sites.

If there are any questions about any of the above programming, please contact Betsy.

Betsy can be reached by email at betsy.christensen@stpha.org or by phone at 651-298-4030.

CLOSING

Youa Thao, Resident Council Coordinator reminded councils to submit a copy of their budget and their picnic receipts. She reminded us that all picnic receipts are due by the end of December, and it is important to get them in now. Additionally, submitting the approved budget is another requirement for councils to be eligible for

the PHA/RPC fund.

She also informed us that she is aware that councils have questions about the Comcast Free Internet Program, and the computer team has been discussing ways to support the councils with this. Marcus May will be invited to the upcoming Presidents Council meeting to allow representatives to ask questions regarding the concerns they have at their respective sites in relation to the Free Internet Program offered by Comcast.

Youa.thao@stpha.org or 651-228-3205

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 11:34 a.m.

Submitted by:

Aado Perandi
PC/RPC Secretary

MEETING REMINDERS:

(Meeting through Zoom)

Next Presidents Council Meeting:

Monday, December 22, 10:00 a.m. – Noon.

Executive Committee Meeting: Thursday, December 11 @ 11:00 a.m.

Computer Team Meeting: Thursday, December 18 @ 1:00 p.m.