



308 Second Ave. NE, Austin, MN 55912
Phone 507-433-1866 Fax 507-433-8317
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REGULAR MEETING AGENDA

THURSDAY, FEBRUARY 15, 2018 @ 4:30 PM

Please let Jon or Sherri know if you cannot attend this meeting.
Four Commissioners must be present to constitute a quorum.

1. **Roll Call.**
2. Approve **Meeting Minutes** of January 16, 2018 Work Session and January 18, 2018 Regular Meeting.
3. Review **Accounts Payable** Invoices.
4. **Executive Director Reports:**
 - a. General Fund - Approve Purchase of Property @ 1015 8th Ave. NE in targeted redevelopment area.
 - b. ACOP Policy - Chapters 1 thru 5 of the Public Housing Admissions and Continued Occupancy Policy are in dropbox for your review.
 - c. Discuss City Rental Ordinance.
5. **Adjourn.**



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**MINUTES OF A REGULAR MEETING
OF THE HOUSING AND REDEVELOPMENT
AUTHORITY OF AUSTIN, MINNESOTA**

1.) Roll Call.

Date & Time: February 15, 2018 at 4:30 PM

Commissioners Present: Janet Anderson, Vice-Chair
Jerome McCarthy, Secretary
Marvin Repinski
Carole Granholm
David Hagen

Commissioners Absent: Judy Enright, Chair
Vernon Lippert

HRA Staff Present: Jon Erichson, Executive Director
Sherri Detloff, Finance Manager

Others Present: Holly Wallace, City Planning & Zoning Director

There being a quorum, the meeting was called to order by Vice-Chair Anderson.

2.) Approval of Minutes.

It was moved by Commissioner McCarthy and seconded by Commissioner Repinski to approve minutes of both the work session held on January 16, 2018 and the regular meeting held on January 18, 2018. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

3.) Approval of Accounts Payable.

It was moved by Commissioner McCarthy and seconded by Commissioner Hagen to authorize payment of the list of accounts payable. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

4.) Executive Director Reports.

a.) . General Fund - Approve Purchase of Property @ 1015 8th Ave. NE in the targeted redevelopment area.

The HRA has a redevelopment program in two targeted neighborhoods, one area being along 8th Ave. NE. The owner of 1015 8th Ave. NE has reached an agreement to sell this property to the HRA for \$33,300 which is the Mower County Assessor's valuation. This house has been identified by the City for cleanup and this can be avoided as it will be demolished after the closing date which is anticipated to occur prior to July 1, 2018. This would be the 3rd parcel the HRA has purchased in this neighborhood.

It was moved by Commissioner McCarthy and seconded by Commissioner Hagen to authorize the Executive Director to acquire said property. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. ACOP Policy - Chapters 1 thru 5 of the Public Housing Admissions and Continued Occupancy Policy.

As part of the HUD Compliance Review Findings, HUD is requiring the HRA to update our Public Housing Admissions and Continued Occupancy Policies (ACOP). There have been a number of HUD regulations that have occurred in the last few years that have not been incorporated into our ACOP and it needs to be updated. In order to clear this finding, the HRA has purchased a model policy from Nan McKay and Executive Director Erichson and Finance Director Detloff are going through the process of creating a new ACOP with many decision points. There are 16 chapters in total and so far Chapters 1 through 5 have been completed and placed into dropbox for Board members to review. The other chapters will be placed in dropbox as they are completed so that the Board will have a chance to review before the March Board meeting.

c. Discuss City Rental Ordinance.

Holly Wallace is the City of Austin's Planning and Zoning Director and she is working on creating a new City Rental Ordinance. Holly Wallace was in attendance to answer any questions that the Board might have as this will greatly impact the HRA financially as the HRA is the largest landlord of rental housing in the City of Austin. Holly estimated the HRA cost would be approx. \$18,000 annually if all units were assessed at approx. \$30/unit plus \$110 per building. The final fee figure will be determined by the City Council. The HRA Board and the Executive Director and Board members felt that our Public Housing units should not be assessed because the HRA cannot pass those costs on to the tenants because the rent is based on the income and assets of tenants per HUD regulations and HUD inspectors are required to inspect our properties. There is a concern that the inspection would not have any impact on the quality of the units and would just result in more fees. The HRA was also supportive of having the program allow for any landlord the ability to have a third party inspection qualify and have the inspection and fee waived.

Wallace requested that the HRA present the request at the next Landlord Association Meeting. The HRA supports the rental housing ordinance but the fee schedule needs to be worked out yet. Further, the HRA does not dispute being assessed our fair share for the market rate units at Austin Courtyard and Chauncey Apartments.

5.) Adjourn:

There being no further business it was moved by Commissioner Repinski and seconded by Commissioner Hagen to adjourn the meeting. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried. The meeting was adjourned at 6:00 PM.

SEAL

Janet Anderson, Vice-Chair

Jerome McCarthy, Secretary