

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

**February 19, 2003**

The Regular Meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held at 4:00 PM, February 19, 2003 at the HRA Office. The meeting was called to order by Chairman Jorgenson. Present were Commissioners Nordin, Goodnature, Chamberlain, Nelson, and Lang. Also present were Executive Director McGarvey, Deputy Director for Housing Volstad, Deputy Director for Community Development Smith, HRA Finance Director Detloff, and Family Housing Specialist Ackland.

**Approval of the meeting minutes of:  
December 11, 2002; December 16, 2002; and February 4, 2003.**

It was moved by Commissioner Nordin and seconded by Commissioner Goodnature to approve the minutes of December 11, 2002. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

It was moved by Commissioner Nordin and seconded by Commissioner Goodnature to approve the minutes of December 16, 2002. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

It was moved by Commissioner Nordin and seconded by Commissioner Goodnature to approve the minutes of February 5, 2003. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

**Approval of the claims for payment.**

It was moved by Commissioner Goodnature and seconded by Commissioner Nordin to authorize payment of the list of claims for payment dated February 19, 2003. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

**Reports of the Executive Director:**

**Preparation of History and Current Status Book.** A book outlining the history of the HRA and its projects and other

pertinent information is being prepared and should be available for the March meeting.

**Update on the 2003 flood grants from the State and Federal governments and plans for acquisitions.**

Representative Gutnecht will be in Austin on Friday, February 21<sup>st</sup> at 11:00 AM to make the announcement that \$2.5 million dollars of funds have been released to commence the acquisition of designated homes in the flood plain. These funds will be combined with the \$2 million of State dollars and \$1 million in local funds to acquire as many flood prone homes as possible based on the City Engineer's priority list.

**Unfinished Business:**

**Sale of Lots 1 and 2, Block 1, Milwaukee Roundhouse Addition.** Details on the sale of the 12 acre Roundhouse Addition property are being worked out with the developer including a Redevelopment Agreement. The information should be available for the March meeting. The Developers hope to close April 1, 2003.

**New Business:**

**Review and Action to adopt a resolution approving the updated By-laws for the HRA.** The HRA By-laws were adopted in 1968 when the HRA was established. Since that time it has become obvious that some updates and modifications are needed. The following Resolution was introduced by Commissioner Goodnature and seconded by Commissioner Nelson to approve the updated By-Laws as presented.

**RESOLUTION #398  
RESOLUTION TO ADOPT THE UPDATED BY-LAWS OF THE  
HOUSING AND REDEVELOPMENT AUTHORITY  
OF AUSTIN, MN DATED FEBRUARY 19, 2003**

All present voted in favor of the Resolution, none in opposition thereto. The Chair declared the Resolution passed and adopted.

**Resolution to increase Section 8 voucher payment standards.** Julie Ackland explained the basis for the Resolution and answered questions from the Commissioners. The HRA annually adopts a resolution that sets the payment

standards at 110% of the Fair Market Rent for Mower County, which is the maximum allowed by HUD. The following Resolution was introduced by Commissioner Goodnature and seconded by Commissioner Nordin.

**RESOLUTION #396  
RESOLUTION AUTHORIZING THE HOUSING AND  
REDEVELOPMENT AUTHORITY OF AUSTIN, MN TO INCREASE  
THE HOUSING CHOICE VOUCHER PAYMENT STANDARDS FOR  
THE SECTION 8 RENTAL ASSISTANCE PROGRAM**

All present voted in favor of the Resolution, none in opposition thereto. The Chair declared the Resolution passed and adopted.

**Resolution changing the Administrative Policy for Section 8 Home Ownership Program.** Julie Ackland presented the changes that have been mandated by HUD to eliminate the Recapture of Homeownership Assistance section and the Compliance Lien section in the Administrative Policy for the Section 8 Home Ownership Program. A line was also added that enables families occupying our Scattered Site Units for one year would also be eligible for the program. The following resolution was introduced by Commissioner Nordin and seconded by Commissioner Goodnature.

**RESOLUTION #397  
RESOLUTION AUTHORIZING THE HOUSING AND  
REDEVELOPMENT AUSTORITY OF AUSTIN, MN TO  
REVISE THE SECTION 8 HOME OWNERSHIP POLICY**

All present voted in favor of the Resolution, none in opposition thereto. The Chair declared the Resolution passed and adopted.

**Other Business:**

**Signatures on HRA Checks.** Sherri Detloff indicated that the signatures on checks are that of Kermit Mahan and Richard Lang. After the February 5, 2003 meeting which turned the Chair over from Lang to Jorgenson, there is no longer any valid signatures on the HRA checks. After some discussion, a motion was made by Commissioner Lang and seconded by Commissioner Nordin to procure a double signature stamp with the current Executive Director's name, Patrick McGarvey, and

Chairperson's name, Michelle Jorgenson, on it as stated in the updated By-Laws. All present voted in favor of the motion, none in opposition thereto. The Chair declared the motion passed and carried.

**Updated Housing Study.** Executive Director McGarvey expressed the view that it is important to have housing studies as current as possible to provide information to prospective industrial, commercial, and housing developers. McGarvey has a proposal from a firm to prepare a study at a cost of \$8,300.00.

Commissioners expressed the view that the DCA and Mower County should share the cost of the study with the HRA. Executive Director McGarvey said he will contact the firm making the proposal and invite them to make a presentation to the HRA at the next regular meeting and to contact the DCA and Mower County to also listen to the presentation.

**Adjournment:** There being no further business it was moved by Commissioner Lang and seconded by Commissioner Nelson to adjourn the meeting. All present voted in favor of the motion, none in opposition thereto. The Chair declared the motion passed and carried.

---

Michelle Jorgenson, Chair

SEAL

---

Gloria Nordin, Secretary/Treasurer