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

1.) Roll Call.

Date & Time: April 25, 2019 @ 3:30 PM

Commissioners Present: Jerome McCarthy
Carole Granholm
Marv Repinski
Vernon Lippert
Jason Baskin
Laura Helle
Paul Fischer

Commissioners Absent: None

HRA Staff Present: Jon Erichson, Executive Director
Angela Felten, Finance Director
Lori Wieseler, Administrative Assistant

There being a quorum, the meeting was called to order by Chair McCarthy.

2.) Approval of Minutes.

It was moved by Commissioner Repinski and seconded by Commissioner Baskin to approve minutes of the regular meeting held on March 21, 2019. 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 Baskin and seconded by Commissioner Lippert 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.) Audit Report for FYE 9/30/2018.

Craig Popenhagen, an accountant with CLA, presented the findings from our year end audit. Mr.

Popenhagen gave a brief summary of the audit process and its conclusions and, in short, they gave a clear opinion of the financial statements and disclosures that were provided to them. The audit showed HRA to be in a strong and viable position with not much fluctuation. It was moved by Commissioner Helle and seconded by Commissioner Lippert to approve the Audit Report for FYE 9/30/2018. All present voted in favor thereof, none in opposition. The motion was declared passed and carried.

5.) HRA Action on Declaration of Restrictive Covenant for Housing Project (Flats on 21).

Executive Director Erichson explained to the board members the request that was presented by the Developer of the Flats on 21 (Stencil Group). As a condition of their financing package, they are required to enter into a Declaration of Restrictive Covenant that requires them to rent 10% of the total units of the project (9 units) to households with incomes of 60% or less of the area median income. As part of this Declaration, the developer needs local government support of the Affordability Restrictions through the Owners execution of the Declaration. The support by the HRA will only entail staff commitments in the event of a breach of the Declaration. It was moved by Commissioner Repinski and seconded by Commissioner Helle that the HRA support this project and enter into the Declaration of Restrictive Covenant. All present voted in favor thereof, none in opposition. The motion was declared passed and carried.

6.) Public Housing and Section 8.

a. Truck Bids: The pickup used by the maintenance staff has had costly engine failure. The HRA has budgeted for its replacement and has secured bids from three dealers for four different trucks. For reasons of availability and options, it was recommended to accept a bid from Austin Ford Chrysler in the amount of \$27,771. Motion was made by Commissioner Lippert and seconded by Commissioner Granholm to award the bid to Austin Ford Chrysler. All present voted in favor thereof, none in opposition. The motion was declared passed and carried.

b. Scattered Sit Change Order #3:

Change Order #3 addresses the concrete work that that was determined needed after the ramp was complete and also a few additional accommodations to make the home more accessible. The proposed changes total \$4263.30 leaving a balance of \$19176.62 remaining in the budget for this project. Motion was made by Commissioner Fischer and seconded by Commissioner Baskin to approve Change Order #3 in the amount of \$4263.38. All present voted in favor thereof, none in opposition. The motion was declared passed and carried.

7.) Executive Director Report:

a. Bids on 3rd Ave NE Property:

The HRA distributed bid packets for the parcel of land that it owns on 3rd Ave NE to the adjacent property owners and also to Mower County. The bid package required a minimum bid of \$10,000. The VFW had shown interest in the property for a kitchen project to move their kitchen from the basement to the parking lot and use this parcel for their parking. They submitted the sole bid in the amount of \$10,100.00. Motion was made by Commissioner Helle and seconded by Commissioner Lippert to approve the sale of the 3rd Ave NE property to the VFW. All present voted in favor thereof, none in opposition. The motion was declared passed and carried.

b. Update on Executive Director Position.

The HRA had five applicants for the ED position and it was decided by the board to interview all five. Interviews were scheduled and held on April 5 by the three Board Officers, Commissioners McCarthy, Lippert and Baskin. After careful consideration, the Commissioners felt that Taggart Medgaarden had the qualifications and the experience they were looking for and it was decided to offer him the position. An employment package was put together and offered to Taggart, of which he accepted upon approval of the Board. Motion was made by Commissioner Helle and seconded by Commissioner Basking to approve the hire of Taggart Medgaarden as the new Executive Director with a start date of June 17, 2019.

8.) Adjourn

There being no further business it was moved by Commissioner Lippert and seconded by Commissioner Helle to adjourn the meeting. All present voted in favor thereof, none in opposition. Motion was declared passed and carried.

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Jerome McCarthy, Chair

Jason Baskin, Secretary



Mar 2019 Capital Fund.pdf



HRA Board Meeting Agenda April 19.doc



Flats on 21 Declarartion of Rest



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3rd Ave Property.pdf



03-21-19 Minutes.docx



Truck Bids.pdf



Scattered Site Change Order #3.pc



Medgaarden, Taggert ED.pdf



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