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

1.) Roll Call.

Date & Time: May 16, 2013 at 4:30 PM

Commissioners Present: Joyce Poshusta, Chair
Marilyn Prenosil, Secretary
Roger Boughton
Shirley Schlieve
Judy Enright

Commissioners Absent: Marvin Repinski, Vice-Chair
Janet Anderson

HRA staff Present: Jon Erichson, Executive Director
Sherri Detloff, Finance Director
Julie Ackland, Section 8 Specialist

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

2.) Approval of Minutes.

It was moved by Commissioner Boughton and seconded by Commissioner Schlieve to approve the minutes of the regular meeting of April 18, 2013. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

3.) Approval of Accounts Payable.

Two Pence Painting invoices for \$3,691 and \$2,505 were added to the list of accounts payable at the board meeting. It was moved by Commissioner Enright and seconded by Commissioner Boughton to authorize payment of the list of accounts payable. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

4.) Section 8 - Approval of new Payment Standards:

Fair Market Rents (FMR) increased on January 1, 2013 and it was found that the HRA's current payment standards were not within the HUD required 90% to 110% range of the newly published FMR's. The HRA proposed to adopt the new payment standards to be at 90% of the new FMR's effective July 1st 2013. The following resolution was introduced by Commissioner Boughton and seconded by Commissioner Schlieve:

Resolution #531
Resolution Authorizing the Austin HRA to
Change the Section 8 Payment Standards

All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

5.) Public Housing - Retirement Announcement of Twin Towers Property Manager.

Gwen Volstad announced her retirement date of July 31, 2013 in a letter to Jon Erichson.

6.) Market Rate Housing - Austin Courtyard - Refinance 2003A General Obligation Bonds.

Finance Director Detloff reported that the 2003A Bonds for Austin Courtyard became callable on January 1, 2013 and due to the very low interest rates currently in the market place, the HRA would save \$275,000 in total interest savings or approx. \$25,000 per year if the 2003A bonds were refinanced. Bruce Kimmel with Ehlers has been hired to coordinate the bond refinancing.

It was moved by Commissioner Boughton and seconded by Commissioner Enright to proceed with refinancing the 2003A bonds. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

7.) Other Business - Community Housing Improvement Program (CHIP) - Motion to adopt the CHIP program.

Executive Director Erichson presented a policy outlining the following for the newly created CHIP program.

- The partners involved would include the Austin HRA (doing the paperwork for loans & grants), Habitat for Humanity's Brush with Kindness and Vision 2020's Community Pride and Spirit (they would coordinate the volunteers to perform the work).
- The project scope would include improving the outside appearance and integrity of an individual's property and inside projects that would address life and safety improvements only.
- Program income guidelines for loans and/or grants.
- Maximum dollar amount of project not to exceed \$10,000 (excluding loans).
- Minimum project lien amount was set at \$5,000.
- Must be an Owner occupied home.

The Hormel Foundation has been approached for a \$21,600 grant towards this program. If successful, these funds would be used for grants to very-low income people to improve their properties. If the Hormel grant is not approved, there would be no grant option in the program, only loans.

It was moved by Commissioner Boughton and seconded by Commissioner Enright to adopt the CHIP Program as outlined. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

8.) Board Member Reports:

Misc. updates that Board members were wanting updates on:

- **Summer temporary help for yard and other maintenance issues.** The person we were hoping to hire was hired by the City but we have a lead on another person we will be contacting.
- **Housing Study.** This should be completed June 30, 2013. The HRA, Vision 2020 and a private developer will be sharing in the cost of this study. A discussion also

ensued on the proposed development by same private developer that is sharing in the housing study.

- **Pest Control at Twin Towers & Pickett Place.** The Board was updated on the hiring of a new pest control service to fully inspect Twin Towers and Pickett Place and recommend a specific plan for the extermination of bed bugs.

9.) Adjourn: There being no further business it was moved by Commissioner Boughton and seconded by Commissioner Schlieve to adjourn the meeting. All present voted in favor of the motion, none in opposition thereto. The Chair declared the motion passed and carried. The meeting was adjourned at 6 PM.

Joyce Poshusta, Chair

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Marilyn Prenosil, Secretary