

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

June 30, 2004

1.) Roll Call.

The Regular Meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held at 4:30 PM, June 30, 2004, at the HRA Office. The meeting was called to order by Chairperson Jorgenson. Present were Commissioners Lang, Nordin, and Pacholl. Also present were Executive Director Hurm, Deputy Director for Housing Volstad, Deputy Director for Community Development Smith, HRA Finance Director Detloff, Family Housing Specialist Ackland and Community Development Director for the City of Austin Craig Hoium. Commissioners Nelson, Chamberlain, and Valerio were absent.

2.) Approval of the meeting minutes of May 19, 2004.

It was moved by Commissioner Pacholl and seconded by Commissioner Nordin to approve the minutes of May 19, 2004. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

3.) Approval of the claims for payment.

It was moved by Commissioner Pacholl and seconded by Commissioner Nordin to authorize payment of the list of claims for payment as presented. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

4.) Community and Economic Development.

a. Proposed sale of Railroad Property to Vel-Ved Transportation, LLC. Craig Hoium distributed a purchase agreement for the possible sale of approximately 1.3 acres of railroad redevelopment property to Vel-Ved Transportation. Vel-Ved is a local trucking company interested in expanding their operation. They would construct a 4,000 square foot building on the property. The proposed sale price is \$20,000

with the seller paying all special assessments.

It was moved by Commissioner Lang and seconded by Commissioner Pacholl to agree to the sale of the Railroad Redevelopment property as described for \$20,000 provided that the buyer be responsible for the assessments due on the property. All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

b. Discussion on Request for Proposals for a Housing Needs Assessment. Executive Director Hurm presented a draft of a Request for Proposals for a Housing Needs Assessment for the HRA. The last comprehensive Housing Needs Assessment was completed in 1993. It is critical to planning and preparing initiatives for housing that housing information be as current as possible. The summer intern is assembling base data that will be shared with the firm preparing the Housing Needs Assessment. This should reduce the cost of the study. It was moved by Commissioner Nordin and seconded by Commissioner Lang to authorize the Executive Director to issue a Request for Proposals to prepare a Housing Needs Assessment. All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

5.) Public Housing:

a. Resolution to approve the 2004 Annual Plan. Gwen Volstad presented and reviewed the annual Public Housing Capital Fund Program for the fiscal years beginning 2004 through 2008. The plan covers major planned improvements to the Twin Towers, Pickett Place, and the Scattered Sites. Funding is based on an anticipated annual HUD grant of \$600,000.

The following Resolution was introduced by Commissioner Lang and seconded by Commissioner Pacholl.

PHA Certification of Compliance with the PHA Plans and Related Regulations

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

6.) Market Rate Housing:

a. Motion to approve FYE 2005 Budget and Rent Schedule.

Sherri Detloff presented a budget and rent schedule for Courtyard and Chauncey Apartments for the fiscal year 10/1/04 to 9/30/05. Sherri went over the budget and answered questions. It was moved by Commissioner Lang and seconded by Commissioner Nordin to approve the Courtyard and Chauncey Apartment budget for fiscal year ending 9/30/05. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

It was moved by Commissioner Nordin and seconded by Commissioner Pacholl to approve the rent schedules for the Courtyard and Chauncey Apartments. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

7.) Other Business:

a. Election of new Vice-Chairman to replace Wayne Goodnature. It was move by Commissioner Nordin and seconded by Commissioner Lang to name Jay Nelson Vice-Chairman of the Housing and Redevelopment Authority of Austin. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

b. Community Activity Set Aside Program. Julie Ackland reported that the HRA applied for and received a maximum of \$320,000 through the CASA program to help families on the Section Eight Housing Choice Voucher Program purchase homes. The funds can provide mortgage money, down payment, closing costs, and equity contribution. As an additional incentive from HUD, the HRA will also receive \$5,000 in administrative funds for the first loan closed and \$1,000 for each loan thereafter between now and 12/31/04.

8.) Adjourn: There being no further business it was moved by Commissioner Lang and seconded by Commissioner Nordin to adjourn the meeting. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

6/30/04 Minutes:

Michelle Jorgenson, Chairperson

SEAL

Gloria Nordin, Secretary