

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

August 15, 2007

1.) Roll Call.

The regular meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held August 15, 2007 at 4:30 PM at the HRA Office. The meeting was called to order by Vice-Chairman Hecimovich. Present were Commissioners Christopherson, Dick Pacholl, Scott Pacholl, Lang, and Schlieve. Also present were Executive Director Hurm, Deputy Director for Community Development Smith, Deputy Director of Housing Volstad, HRA Finance Director Detloff, and Deputy Director of Family Housing Mattson. Chairman Nelson was absent.

2.) Approval of the meeting minutes of July 11, 2007.

It was moved by Commissioner Christopherson and seconded by Commissioner Dick Pacholl to approve the minutes of the regular meeting of July 11, 2007. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

3.) Approval of Claims for Payment.

It was moved by Commissioner Dick Pacholl and seconded by Commissioner Christopherson to authorize payment of the list of claims for payment. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

4.) Other Business:

- a. **Gerard - Conduit Debt.** Jennifer Hanson of Dorsey & Whitney presented a request from Gerard to authorize the issuance of 2007 refunding revenue bonds for the Gerard Project. These bonds are conduit debt and they pose no liability to the HRA or the City of Austin.

The following resolution was introduced by Commissioner Christopherson and seconded by Commissioner Scott Pacholl.

**RESOLUTION #456
RESOLUTION RELATING TO HEALTH CARE FACILITIES
REFUNDING REVENUE BONDS (GERARD PROJECT), SERIES
2007; AUTHORIZING THE ISSUANCE THEREOF PURSUANT TO
MINNESOTA STATUTES, SECTIONS 469.152 AND 469.165**

All present voted in favor of the resolution, none in opposition thereto. The Vice-Chairman declared the resolution passed and adopted.

- b. **Tax Levy (General Fund) Budget for FYE 2008.** Sherri Detloff presented the proposed Tax Levy Budget for fiscal year 10/1/07 to 9/30/08. The budget differs in form because effective 10/1/07 HUD has mandated that PHA's with more than 250 units must assign all indirect charges to the General Fund and the General Fund will then charge a management fee to all projects as is the private sector practice.

The following resolution was introduced by Commissioner Christopherson and seconded by Commissioner Dick Pacholl.

**RESOLUTION #457
RESOLUTION AUTHORIZING THE LEVY OF A SPECIAL
BENEFIT TAX PURSUANT TO MN STATUTE 469.033,
SUBDIVISION 6 AND APPROVAL OF A BUDGET FOR
FISCAL YEAR ENDING SEPTEMBER 30, 2008**

All present voted in favor of the resolution, none in opposition thereto. The Vice-Chairman declared the resolution passed and adopted.

5.) Public Housing:

a. Pickett Place. Award bid for 94 new ranges. Three bids were submitted to replace the existing free-standing ranges at Pickett Place. It was moved by Commissioner Christopherson and seconded by Commissioner Scott Pacholl to accept the low bid of \$28,133.00 from Donker's Hometown Appliance. All present voted in favor thereof, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

It was found that one addition range for Pickett Place would be needed. It was moved by Commissioner Dick Pacholl and seconded by Commissioner Christopherson to authorize a change order to order one additional range from Donker's Appliance. All present voted in favor thereof, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

b. Pickett Place. Award bid for 5 new ranges for the handicap-accessible apartments. It was moved by Commissioner Christophereson and seconded by Commissioner Dick Pacholl to award the bid for five new drop-in electric ranges at Pickett Place to Donker's Appliance for \$5,345.00. Code required hard wiring will be billed in addition. All present voted in favor of the motion, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

c. Pickett Place and Twin Towers - Award bid for installation of GFI Outlets. It was moved by Commissioner Lang and seconded by Commissioner Christopherson to award the bid to provide and install 933 GFI receptacles at the Twin Towers and Pickett Place to Bowman Electric for \$19,750.00. All present voted in favor of the motion, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

c. Twin Towers-Award bid for replacing carpet in 17 hallways. It was moved by Commissioner Christopherson and seconded by Commissioner Lang to award the bid for Twin Towers hallway carpeting to

Belita's Interiors for \$73,621.00. All present voted in favor thereof, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

- d. **Twin Towers-Award bid for painting and wallpaper Removal in seventeen hallways.** It was moved by Commissioner Christopherson and seconded by Commissioner Dick Pacholl to award the hallway painting bid at the Twin Towers to Broskoff and Brenegan for \$46,750.00. All present voted in favor thereof, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

- e. **Twin Towers - Award bid for lighting in 17 hallways.** It was moved by Commissioner Christopherson and seconded by Commissioner Scott Pacholl to award the bid for energy efficient lighting in the Twin Towers hallways to Austin Electric for \$10,519.00. All present voted in favor thereof, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

- f. **Scattered Sites - Motion to approve new utility allowances.** Karen Mattson explained the annual process for determining utility allowances for the scattered site homes and presented the new allowance schedule. It was moved by Commissioner Christopherson and seconded by Commissioner Scott Pacholl to approve the new scattered site utility allowance schedule effective October 1, 2007. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

6.) Executive Director Reports: Director Hurm reported that the employee policy has been reviewed by legal counsel and should be available for review and approval at the next meeting.

Director Hurm also reported that testing has been completed on the soil that has been stockpiled near Jim's Super Value. This soil cannot be removed from the site. Soil already removed from the site has tested acceptable to remain in place. The City Engineer has developed a plan to fill the current retention pond with the soil and construct a new retention pond on the site of the old Lakeside Center.

The \$125,000 estimated cost of this work is the responsibility of the HRA. Director Hurm and Jon Erichson are scheduled to meet with DEED representatives next week to request help to cover this cost. Funds remained in the cleanup grant when it was closed at the end of March this year.

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

Norman Hecimovich, Vice-Chairman

SEAL

Shirley Schlieve, Secretary