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

1.) Roll Call.

Date & Time: September 4, 2013 at 5:00 PM

Commissioners Present: Joyce Poshusta, Chair
Marvin Repinski, Vice-Chair
Marilyn Prenosil, Secretary
Roger Boughton
Janet Anderson
Judy Enright
Shirley Schlieve

Commissioners Absent: None

HRA staff Present: Jon Erichson, Executive Director
Sherri Detloff, Finance Director
Karen Mattson, Property Manager

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 Anderson to approve the minutes of the regular meeting on August 15, 2013. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

3.) Public Housing:

a. & b. Public Hearing & Resolution accepting the 2013 Capital Fund Grant including the 5-year Action Plan.

The proposed projects for the year 2013 grant funds and also years 2014 through 2017 future planned improvements to the public housing properties were presented.

The 2013 capital grant is for \$420,090. A public hearing was also noticed in the paper to solicit public comment on the proposed projects. No one was in attendance.

The following Resolution was introduced by Commissioner Boughton and seconded by Commissioner Schlieve.

**RESOLUTION #537
RESOLUTION APPROVING AND ACCEPTING THE
2013 CAPITAL FUND GRANT #MN46P08550113
INCLUDING THE 5-YEAR ACTION PLAN.**

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

- c. Resolution to approve the Public Housing Budgets for fiscal year end 9/30/2014.** Finance Director Detloff presented the budgets for Twin Towers, Pickett Place and Scattered Sites for the fiscal year ending 9/30/2014. The FYE 9/30/13 budget was shown as a comparison to the proposed upcoming FYE 9/30/14 budget. Significant changes were explained between years.

The following resolution was introduced by Commissioner Repinski and seconded by Commissioner Enright.

**RESOLUTION #538
PHA BOARD RESOLUTION APPROVING OPERATING BUDGET
FOR FISCAL YEAR 10/1/2013 TO 9/30/2014**

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

- d. Resolution to write off collection losses.**

At fiscal year end, vacated tenants that owe balances that are not anticipated to be collected in the near future are written off. The HRA continues efforts to collect the debts after they are written off through Minnesota's Dept. of Revenue - Revenue Recapture Program and through the Austin Credit Bureau. There are 8 Public Housing vacated tenants totaling \$7,396.74 and 1 Market Rate Housing tenant that owes \$1,045.66 to be written off this fiscal year.

The following resolution was introduced by Commissioner Anderson and seconded by Commissioner Enright.

**RESOLUTION #539
RESOLUTION TO WRITE OFF COLLECTION LOSSES**

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

4.) Adjourn: There being no further business it was moved by Commissioner Boughton and seconded by Commissioner Anderson 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 5:30 PM.

Joyce Poshusta, Chair

SEAL

Marilyn Prenosil, Secretary