

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

**December 21, 2005**

**1.) Roll Call.**

The regular meeting of the Housing and Redevelopment Authority of Austin, MN was held at 4:30 PM, December 21, 2005, at the HRA Office. The meeting was called to order by Chairman Jay Nelson. Present were Commissioners Lang, Nordin, Pacholl, Christopherson, Schlieve, and Hecimovich. Also present were Executive Director Hurm, Deputy Director for Community Development Smith, HRA Finance Director Detloff, Deputy Director of Housing Volstad, Deputy Director of Family Housing Mattson, Family Housing Specialist Ackland, and City of Austin Community Development Director Hoium.

**2.) Approval of the meeting minutes of November 16, 2005.**

It was moved by Commissioner Lang and seconded by Commissioner Hecimovich to approve the minutes of the regular meeting of November 16, 2005. 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 Christopherson and seconded by Commissioner Hecimovich to authorize payment of the list of claims for payment as presented. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

**4.) Railroad Project:**

**a. Purchase Agreement with Jim Baldus/Lakeside Properties to purchase a parcel of land in the Railroad Project area.** Craig Hoium displayed a site map with the configuration of the proposed redevelopment by Lakeside

Properties in the Milwaukee Roundhouse Addition. A purchase agreement for approximately 4 acres at \$20,000 per acre has been prepared. The terms of the purchase agreement have been reviewed and agreed to by Jim Baldus. Mr. Hoium reviewed the purchase agreement with the HRA board and answered questions about the terms of sale.

It was moved by Commissioner Lang and seconded by Commissioner Hecimovich to approve the purchase agreement between the HRA and Lakeside Properties as presented. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried. Commissioner Lang then thanked the City and HRA staff members for their good work in moving the railroad redevelopment toward successful completion.

**b. Vel-Ved Transportation - Extension of completion schedule.** Vel-Ved Transportation's redevelopment agreement on the parcel they purchased in Milwaukee Roundhouse Addition calls for completion of their building by the end of 2005. Craig Hoium reported that the construction will not be complete and Vel-Ved has request an extension in the completion deadline. Hoium said the delay was due to a death in the owner's family in Europe and problems with fabrication of the buildings structural steel.

It was moved by Commissioner Lang and seconded by Commissioner Hecimovich to extend the deadline for full completion of the project until January 1, 2007, with the understanding that addition extensions will be difficult to justify. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

**c. Purchase Options - Extension of date.** The existing purchase options held by Lakeside Properties, the Eagles, and the B&J Bar for land in Milwaukee Roundhouse Addition have expired. It was moved by Commissioner Pacholl and seconded by Commissioner Christopherson to extend the options to March 1, 2006. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

**5. Executive Director Reports:**

**a. Approve Agreement for Services between Austin HRA and Austin Main Street Project.** Executive Director Hurm requested approval of an Agreement for Services between the Austin HRA and the Austin Main Street Project. The Agreement for Services is for one year, calendar year 2006, and calls for an HRA contribution to general operations of \$10,000, which has been budgeted through Tax Levy. The Agreement outlines the responsibilities of the Austin Main Street Project to the HRA in detail.

It was moved by Commissioner Hecimovich and seconded by Commissioner Nordin to approve the Agreement for Services as presented. Voting in favor of the motion were Commissioners Hecimovich, Nordin, Lang, Schlieve, and Pacholl. Voting against the motion were Commissioner Christopherson and Chairman Nelson. The Chairman declared the motion passed and carried.

**6.) Public Housing.**

**a. Scattered Sites - Approve Change Orders for Rehab Project.** Karen Mattson requested approval of three change orders associated with the Scattered Site rehab project (see attached). It was moved by Commissioner Hecimovich and seconded by Commissioner Christopherson to approve the three change orders as presented. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

**b. Public Housing and Section 8 - Resolution to approve the Enterprise Income Verification (EIV) Security Policies and Procedures.** Karen Mattson reported that a new online system to assist the HRA in obtaining accurate income verification for tenants in HUD rental assistance programs is being made available. In order to utilize the Enterprise Income Verification system, HUD requires that the HRA adopt security policies and procedures to protect the information gathered. The following resolution was introduced by Commissioner Hecimovich and seconded by Commissioner Christopherson.

**RESOLUTION #433**

**RESOLUTION ADOPTING INCOME VERIFICATION (EIV)  
SECURITY POLICIES AND PROCEDURES**

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

**7.) Other Business.**

**a. FYI - American Dream Downpayment Initiative CASA.**

Julie Ackland reported that she has submitted an application to the Minnesota Housing Finance Agency for American Dream Downpayment Initiative Funds. Agencies administering CASA homebuying programs are eligible to make application. If approved, the program can provide up to \$5,000 in additional downpayment assistance to qualified clients to meet an affordability gap when purchasing a home.

**b. Sale of HRA Property on 3<sup>rd</sup> Ave. NE.** Several years ago the HRA acquired and demolished a substandard home in the 300 block of 3<sup>rd</sup> Ave. NE immediately south of the Local 9 Union Hall. Craig Hoium reported that a nearby business is interested in acquiring the lot to develop off street parking for their employees. The HRA board indicated the staff should review such instances and come back with recommendations.

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

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Jay Nelson, Chairman

SEAL

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Gloria M. Nordin, Secretary