



308 Second Ave. NE, Austin, MN 55912  
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Website [www.austinhra.org](http://www.austinhra.org)

## **REGULAR MEETING AGENDA**

**THURSDAY, FEBRUARY 18, 2016 @ 4:30 PM**

Please let Jon or Sherri know if you cannot attend this meeting.

Four Commissioners must be present to constitute a quorum.

1. **Roll Call.**
2. Approve **Meeting Minutes** of January 21, 2016.
3. Review **Accounts Payable.**
4. **Market Rate Housing:**
  - a. Courtyard – Resolution to award sale of 2016A Refunding Bonds.
5. **Public Housing:**
  - a. Pickett Place – Motion to award bids for Kitchen Cupboards and Installation.
  - b. 2016 Capital Grant Funds – Motion to accept grant and use for Twin Towers Kitchen Cupboard project.
6. **Executive Director Reports:**
  - a. BEEP – Discuss use of funds.
  - b. Security Benefit - Resolution to adopt restated agreement for pension plan and deferred compensation plan.
7. **Adjourn.**



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

**1.) Roll Call.**

**Date & Time: February 18, 2016 at 4:30 PM**

Commissioners Present: Judy Enright, Chair  
Leona Ruehmann, Vice-Chair  
Janet Anderson, Secretary  
Jerry McCarthy  
Marvin Repinski

Commissioners Absent: David Hagen

HRA staff Present: Jon Erichson, Executive Director  
Sherri Detloff, Finance Director

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

**2.) Approval of Minutes.**

It was moved by Commissioner McCarthy and seconded by Commissioner Ruehmann to approve minutes of the regular meeting on January 21, 2016. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

**3.) Approval of Accounts Payable.**

It was moved by Commissioner McCarthy and seconded by Commissioner Anderson to authorize payment of the list of accounts payable. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

**4.) Market Rate Housing.**

**a. Courtyard – Resolution to award sale of 2016A Refunding Bonds.**

Ehlers solicited proposals in the amount of \$1,000,000 from 8 banks to replace the 2005A Bonds for Austin Courtyard. Four banks submitted proposals with Sterling State Bank offering the lowest aggregate interest rate of 1.3535% over the life of the bonds with the last payment to be made 1/1/2023. The refunding will result in a net savings to the HRA of \$192,836 over the life of the bonds.

It was moved by Commissioner Anderson and seconded by Commissioner McCarthy to award the lowest interest bid to Sterling State Bank. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried.

**5.) Public Housing:**

**a. Pickett Place – Motion to award bids for Kitchen Cupboards and Installation.**

Bids were solicited for the demolition and installation of new kitchen cupboards in all 100 apartments at Pickett Place along with new sinks, faucets, stove exhaust and plumbing lines. The State Prison in Faribault will be making the cabinets and shipping them to Austin for installation by the successful low bidder. The following installation bids were received:

Wagner Construction	\$281,533
JD Driver	\$319,800
Joseph Company	\$352,500
Anderson Siding	\$419,410

It was moved by Commissioner Ruehmann and seconded by Commissioner McCarthy to award the low bid to Wagner Construction for the demolition and installation. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried.

It was also moved by Commissioner Repinski and seconded by Commissioner McCarthy to accept the quote from MNCORR for \$161,227 under the State Contract for construction of the cabinets. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried.

**b. 2016 Capital Fund Grant - Motion to accept grant and use funds for the Twin Towers Kitchen Cupboard project.**

HUD announced the Austin HRA's allocation for the 2016 Capital Grant Funds amounting to \$478,307. It was moved by Commissioner Ruehmann and seconded by Commissioner Anderson to accept the 2016 Capital Fund Grant and designate the entire amount towards the Twin Towers Kitchen Cupboard project. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried.

**6.) Executive Director Reports.**

**a. BEEP – Discuss use of funds.**

Executive Director Erichson has been in contact with the owner of The Ville whom desires to sell the building. ED Erichson wanted some direction from the Board to ascertain if the HRA (or Port Authority) should purchase this building for possible future redevelopment and resale. As a stipulation before any purchase would occur, the current business renter operating the bar in the building would have to vacate. There is no lease currently for the bar business and could easily be vacated. Un-spent store front easement funds that are currently at the Port Authority would be used for this project.

It was felt by all Board members that this was part of the HRA's redevelopment mission and at some point if the building that Paradise Island is running a business in comes up for sale, then these two buildings could be marketed as one bigger building for future resale purposes. Further, they are shared upstairs by having a common hallway running down the middle of these two buildings for possible apartments.

It was moved by Commissioner McCarthy and seconded by Commissioner Ruehmann to authorize ED Erichson to negotiate a purchase price for the The Ville building. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried.

**b. Security Benefit – Resolution to adopt restated agreement for Pension Plan and Deferred Compensation Plan.**

The IRS requires plan documents be updated from time to time to comply with their regulatory changes. These plan documents must be restated to incorporate language and provisions that congress has enacted from 2006 through 2015. The features of our current plan were mapped to the new documents.

It was moved by Commissioner Anderson and seconded by Commissioner Ruehmann to adopt the new plan documents. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried.

**7.) Adjourn:**

There being no further business it was moved by Commissioner McCarthy and seconded by Commissioner Repinski to adjourn the meeting. All present voted in favor of the motion, none in opposition thereto. The motion was passed and carried. The meeting was adjourned at 5:15 PM.

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Judy Enright, Chair

SEAL

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Janet Anderson, Secretary