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

**1.) Roll Call.**

**Date & Time: December 16, 2021 @ 3:30 PM**

Commissioners Present: Jerome McCarthy  
Paul Fischer  
Vern Lippert  
Michael Postma  
Marvin Repinski

Commissioners Absent: Oballa Oballa  
Carole Granholm

HRA Staff Present: Taggert Medgaarden, Executive Director  
Lori Gansen, Administrative Assistant  
Angela Maiden, Finance Director Via Zoom

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

This being the last Board Meeting for Commissioner Marv Repinski, Mayor King attended to wish him well and thank him for his service to the HRA Board and his commitment to the City of Austin.

**2.) Approval of Minutes**

It was moved by Commissioner Fischer and seconded by Commissioner Postma to approve minutes of the regular meeting held on November 18, 2021. 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 Fischer and seconded by Commissioner Lippert 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.) Public Housing & Section 8**

a. Public Hearing—Annual Plan

Motion was made and seconded by Commissioners Postma and Fischer to close the meeting and

open the Public Hearing for the annual Plan. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried. Public Hearing is open. The Annual Plan had been discussed with the Board back in September but, unfortunately, we did not open it up for a Public Hearing. The requirement of an Annual Plan by HUD is something new for us since we have grown in size. There were no members of the public in attendance. Some discussion was made about Section 8 and its procedures/waiting lists. Also discussed was the lack of landlord cooperation and how to address that, be it more education or communication. The Board agreed this would be beneficial for all involved. Motion was made and seconded by Commissioners Lippert and Fischer to close the Public Hearing. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried. Hearing was closed and the regular Board meeting resumed.

**b. Resolution to Approve the Annual Plan**

Motion was made and seconded by Commissioner Lippert and Postma to Approve Resolution #642 to Approve the Annual Plan. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

**c. Pickett Place—Painting Project Change order #1**

When the bids for the project were procured, they were done based on only one stairwell, and there is actually two. Motion was made and seconded by Commissioners Lippert and Postma to approve Change order #1 for the Pickett Place painting project to include the painting to the second stairwell. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

**5.) Executive Director Reports**

**a. Staff Spotlight—Jeff Retterath**

Executive Director Medgaarden introduced Jeff to the Board and informed the Board that Jeff had recently been promoted to the Lead Maintenance Position. Jeff explained that he has been with the HRA since 2006 and it has been a very learning experience for him. From the many aspects of the job to the quirks of the different people, it has kept him on his toes. He is a valued asset to our organization. Jeff is very well liked and respected by all of the staff and the tenants.

**b. Meeting Schedule**

Due to some scheduling conflicts with the Board members, it was proposed that the day of our monthly meetings be changed to the fourth Tuesday of each month. Motion was made and seconded by Commissioners Lippert and Postma that the Board meeting date be changed to the fourth Tuesday of each month. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

**c. CHIP II Program**

With the overwhelming success the CHIP program has seen, Executive Director Medgaarden asked the Board to approve the funds that the HRA originally committed to the fund. We had originally committed to \$50k per year for 2 years. We are in our second year and the HRA did not shift the funds last year so Executive Director Medgaarden essentially was asking for \$100k. Motion was made and seconded by Commissioners Postma and Fischer to approve moving \$100k to the CHIP fund. All present voted in favor thereof, none in opposition thereto. The

motion was declared passed and carried.

**6.) Adjourn**

There being no further business it was moved by Commissioner Lippert and seconded by Commissioner Fischer to adjourn the meeting. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

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Jerome McCarthy, Chair

SEAL

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Paul Fischer, Secretary