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

1.) Roll Call.

Date & Time: July 22, 2025

Commissioners Present: Vern Lippert
Mike Postma
Paul Fischer
Tim Ruzek
Marsha Podein
Rebecca Waller

HRA Staff Present: Taggert Medgaarden, Executive Director
Angela Maiden, Financial Director
Lori Gansen, Administrative Assistant

2.) Approval of Minutes

It was moved by Commissioner Fischer and seconded by Commissioner Waller to approve minutes of the regular meeting held on June 17, 2025. 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 Postma and seconded by Commissioner Waller 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. Add Items to Public Housing CFP (Capital Fund Plan)

Executive Director Medgaarden recommended to the Board adding two items to the Public Housing CFP: Vent Cleaning at Twin Towers and Electrical upgrades at Twin Towers and Pickett Place. Motion was made and seconded by Commissioners Fischer and Waller to add these two items to the Public Housing CFP. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

5.) Market Rate Housing

a. Approve Landscaping bid for Chauncey

Three bids were received for the landscaping project at Chauncey with the lowest coming from

Weis Landscaping in the amount of \$21,486.72. Motion was made and seconded by Commissioners Ruzek and Postma to approve the landscaping bid from Weis Landscaping in the amount of \$21,486.72. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Approve Resolution #679 to Approve Courtyard and Chauncey Operating Budget including rent schedules

Motion was made and seconded by Commissioners Postma and Waller to approve Resolution #679, Courtyard and Chauncey Operating Budget including Rent Schedules. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

c. Approve Courtyard and Chauncey Capital Improvement Plan

Motion was made by Commissioners Fischer and Ruzek to approve Courtyard and Chauncey Capital Improvement Plan. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

6.) Executive Director Reports

a. Approve and Adopt a Credit Card Policy

At the recommendation of our auditor, the HRA has proposed to adopt a Credit Card Policy. After careful review, motion was made and seconded by Commissioners Postma and Waller to Approve and Adopt the Credit Card policy as proposed. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Approve Riverland/HRA house Purchase agreement

ED Medgaarden brought a Purchase Agreement to the Board for final approval. The offer was for \$385,000 with no seller paid closing costs. Motion was made and seconded by Commissioners Ruzek and Postma to approve the Purchase agreement for the Riverland/HRA house in the amount of \$385,000. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

c. Approve Resolution #680 to Approve the Proposed Tax Levy

ED Medgaarden put forth a request for the Board to approve Resolution #680 setting the proposed 2026 HRA Tax Levy at 0.0185% of the estimated market value of taxable property within the City of Austin. Motion was made and seconded by Commissioners Postma and Waller to approve Resolution #680 as proposed. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

D. Approve proposed Wage Schedule for FYE 2026

ED Medgaarden proposed an employee wage increase of 3.5% based on employee performance, cost of living increases, etc. Motion was made and seconded by Commissioners Postma and Fischer to approve the 3.5% wage increase for employees. The Board will determine any adjustment for the Executive Director position separately during the annual performance review. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

e. September Board meeting date change.

Due to scheduling conflicts, ED Medgaarden requested that the September Board meeting date be changed. After some discussion it was decided to change the date of the meeting to September 16, 2025, Motion was made and seconded by Commissioners Postma and Waller to approve the date change for the September Board meeting to September 16, 2025. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

7.) Adjourn

After completion of all agenda items and verification all business items were completed, Chair Lippert adjourned the meeting.

SEAL

Vernon Lippert, Chair

Paul Fischer, Secretary