HRA Austin
Housing & Redevelopment Authority of Austin, MN

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

1.) Roll Call.

Date & Time: July 28, 2026, 3:30 P.M.

Commissioner's Present:	Vern Lippert
	Mike Postma
	Paul Fischer
	Tim Ruzek
	Arlen Schamber
	Rebecca Waller
Commissioner Absent:	Marsha Podein

HRA Staff Present:	Taggert Medgaarden - Executive Director
	Angela Maiden - Finance Director
	Sam Esplan - Property Manager

Vacancy Report was reviewed by all present.

Motion was made by Commissioner Fischer and seconded by Commissioner Ruzek to add Item 6.f., Review/Approve Bid for Road Work for Murphy Creek Meadows, to the agenda. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried

2.) Approval of Minutes

It was moved by Commissioner Fischer and seconded by Commissioner Waller to approve the minutes of the regular meeting held on June 23, 2026. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

3.) Accounts Payable/Financial Statements

It was moved by Commissioner Fischer and seconded by Commissioner Postma to approve the accounts payable and financial statements. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

4.) Public Housing & Section 8

a. Executive Director Medgaarden updated the board on the progress of the units affected by the fire. Insurance claims have been submitted, and we look to wrap everything up by the end of August/First part of September.

5.) Market Rate Housing

a. Review/Approve Resolution #693 - Adopt Operating Budget for Chauncey and Courtyard including Rent Schedules

Motion was made and seconded by Commissioners Fischer and Waller to approve Resolution #693 adopting the budget for Chauncey and Courtyard, including the rent schedules. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Review/Approve Chauncey and Courtyard Capital Improvement Plan

Motion was made and seconded by Commissioners Fischer and Ruzek to approve the Chauncey and Courtyard 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. Executive Director Medgaarden presented a request for the Board to approve Resolution #694, setting the proposed 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 Ruzek and Schamber to approve Resolution #694 adopting the HRA Tax Levy and General Fund Budget. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Review/Approve Wage Schedule effective 10/01/2026

Motion was made by Commissioner Postma and seconded by Commissioner Waller to enter into closed session to discuss employee wages. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried. All HRA staff, with the exception of Executive Director Medgaarden, were asked to leave the meeting.

The Board discussed employee wage adjustments during the closed session.

Following discussion, motion was made by Commissioner Postma and seconded by Commissioner Ruzek to return to open session. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

Upon returning to open session, Executive Director Medgaarden recommended a 3.5% wage increase for employees effective October 1, 2026, based on employee performance, cost of living increases, and other relevant factors. The Board approved the recommendation. The Board will determine any adjustment for the Executive Director position separately during the annual performance review.

c. Review/Approve Employee Birthday Leave Benefit

Motion was made and seconded by Commissioners Postma and Ruzek to approve the Employee Birthday Leave Benefit. Each HRA employee will get their birthday off. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

d. September Board Meeting date change
Motion was made and seconded by Commissioners Fischer and Postma to approve changing the September Board meeting date from September 22nd to September 15th the time and location does not change. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

e. Riverland/HRA House update
Executive Director Medgaarden provided an update regarding the Riverland/HRA house. Just waiting on landscape but will be going on the market within a week or two.

f. Review/Approve Bid for Road Work for Murphy Creek Meadows
Motion was made and seconded by Commissioners Postma and Ruzek to approve the road work for Murphy Creek Meadows in the amount of $59,772.84, with the work to be completed by Ulland Bros. and the HRA reimbursing the City for the cost. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.
It was noted that the road work will be processed by the City through a change order to its existing contract with Ulland Bros., utilizing unit pricing from the previously awarded bid for road work during the current year.

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

SEAL

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Vernon Lippert, Chair

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Paul Fischer, Secretary