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: September 15, 2026 3:30 P.M.

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

HRA Staff Present: Taggert Medgaarden, Executive Director

Item 6.d., Review/Approve Resolution #697 - Whittier Place LLC and Partnership Dissolutions, was added to the agenda.

2.) Approval of Minutes
It was moved by Commissioner Fischer and seconded by Commissioner Postma to approve the minutes of the regular meeting held on August 25, 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 Postma and seconded by Commissioner Waller 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. Review/Approve Resolution #695 - Write-off Bad Debt for Public Housing
Executive Director Medgaarden reviewed $62,764.72 in vacated tenant bad debt from 19 former tenant accounts at Twin Towers, Scattered Sites, and Pickett Place. It was noted that the accounting write-off would not end collection efforts.
Motion was made and seconded by Commissioners Schamber and Ruzek to approve Resolution #695, authorizing the collection losses to be written off for the fiscal year ending September 30,

2026. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Review/Approve Resolution #696 - Public Housing Budgets (Twin Towers, Pickett Place, and Scattered Sites)
Executive Director Medgaarden reviewed the proposed Public Housing operating budgets for Twin Towers, Pickett Place, and Scattered Sites for the fiscal year beginning October 1, 2026.
Motion was made and seconded by Commissioners Fischer and Ruzek to approve Resolution #696 and the Public Housing operating budgets. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

c. Review/Approve New Compliance Specialist Position
Executive Director Medgaarden reviewed the need for additional day-to-day support in Public Housing and proposed adding a full-time Compliance Specialist position, with Housing Choice Voucher duties as needed. Funding for the position was included in the proposed budgets, with hiring anticipated closer to the beginning of 2027.
Motion was made and seconded by Commissioners Schamber and Waller to approve the new Compliance Specialist position. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

d. Review/Approve Owner's Representative Proposal for Twin Towers Water Pipe Replacement Project
Executive Director Medgaarden reviewed the need for an owner's representative due to the complexity and time demands of the Twin Towers Water Pipe Replacement project. Staff recommended retaining James Miles of Miles & Associates Inc. based on his experience and revised proposal.
Motion was made and seconded by Commissioners Schamber and Postma to approve Miles & Associates Inc., with James Miles serving as the owner's representative, for an amount not to exceed $98,610, and to authorize the Executive Director to finalize and execute the agreement, including confirmation of Build America, Buy America waiver assistance. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

5.) Market Rate Housing

6.) Executive Director Reports
a. Review/Approve Housing Study to Submit to the City for Approval
Executive Director Medgaarden reviewed the two proposals received for an updated comprehensive housing study and recommended Redevelopment Resources.
Motion was made and seconded by Commissioners Fischer and Postma to approve the proposal from Redevelopment Resources in the amount of $23,015, subject to approval and cost participation by the City of Austin, and to authorize the Executive Director to coordinate final approval and contracting with the City. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Review/Approve Expansion of the Targeted Area Redevelopment (TAR) Area
Executive Director Medgaarden presented the proposed addition of the Packer Arena area, the former Old Steer Truck Stop, the Sterling Motel and Japan Panda half block, and the G&R Truck Wash property to the TAR program for long-term planning. Following discussion, the Board tabled the matter for further review. No action was taken.

c. Review/Approve Executive Director Performance Review and Compensation Adjustment
Motion was made by Commissioner Waller and seconded by Commissioner Schamber to enter into closed session to conduct the annual performance review of Executive Director Medgaarden. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.
Following discussion, motion was made by Commissioner Postma and seconded by Commissioner Fischer 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, the Board approved the Executive Director compensation adjustment as discussed during the performance review.

d. Review/Approve Resolution #697 - Whittier Place LLC and Partnership Dissolutions
Executive Director Medgaarden reviewed Resolution #697 regarding the proposed dissolution of Whittier Place Townhomes LLC and Whittier Place Townhomes of Austin Limited Partnership following the sale of the property.
Motion was made and seconded by Commissioners Ruzek and Waller to approve Resolution #697 and authorize Executive Director Medgaarden to execute the LLC and partnership dissolution documents on behalf of the HRA. 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

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Paul Fischer, Secretary Vernon Lippert, Chair