

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

February 23, 2011

1.) Roll Call.

The regular meeting of the Housing & Redevelopment Authority of Austin, MN was held February 23, 2011 at 4:30 P.M. at the HRA Office. The meeting was called to order by Chairman Repinski. Present were Commissioners Schlieve, Poshusta, Prenosil, and Boughton. Also present were Executive Director Hurm, Finance Director Detloff, Deputy Director for Community Development Smith, Family Housing Director Mattson, Main Street Director Douty, and DCA Director John Garry.

2.) Approval of Minutes.

It was moved by Commissioner Poshusta and seconded by Commissioner Prenosil to approve the minutes of the regular meeting of January 19, 2011. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

3.) Approval of Accounts Payable.

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

4.) Reports:

- a. **DCA - Report by John Garry.** John Garry presented a sample packet that is given to a business interested in building in Austin. The packet highlights Austin's strengths and details the types of incentives available to businesses. The recent presentation by representatives from Dubuque, Iowa was well received. The message was that Austin's leaders and citizens need to work together to reinforce the positive aspects of our city and help Austin become the best community it can be.

- b. Main Street Project - Report by Sarah Douty. Sarah Douty reported that the recent open house at renovated properties on Main Street was a success. There was a good turnout in spite of the frigid weather and a lot of positive publicity was generated. An additional open house may be held later during good weather, but some properties were vacant now and available for tours. Sarah reported that six apartments have been created by the project. Some used SCDP grant funds and are subject to "low to moderate income" rent limits. The two apartments completed in 2009 are occupied. Construction is underway on the old Austin Drug property converting it to house Top Ten Nails and Top Noodle, a Vietnamese restaurant. Sarah will add the HRA commissioners to her E-mail contacts to keep them informed on activities related to the Main Street Project. Information can also be found on the project website, austinmainstreetproject.com.
- c. Legal opinion from David Hoversten regarding staggering of HRA Board terms. As requested at the last meeting, David Hoversten prepared an opinion on the City Council's action to insure staggered terms for the HRA Board. Hoversten's opinion concluded the Council's action was appropriate in getting back to the statutorily mandated staggered terms.

5.) HRA-Owned Housing:

- a. Scattered Sites - Approve Utility Allowances. Karen Mattson presented a spreadsheet outlining utility costs at each of the fifty-six scattered site homes. Averages are taken and monthly costs are set for each bedroom size. The allowance is subtracted from 30% of the family's adjusted gross income to arrive at tenant rent. It was moved by Commissioner Poshusta and seconded by Commissioner Schlieve to approve the schedule of scattered site utility allowances as presented effective April 1, 2011. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

- b. Pickett Place - Award carpet bid. Bids were solicited to provide and install approximately 2000 square yards of carpet in apartments at Pickett Place and the Twin Towers. It was moved by Commissioner Schlieve and seconded by Commissioner Boughton to award the contract to Thoroughbred Carpet for \$16.99 per square yard. All present voted in favor of the motion none in opposition thereto. The Chairman declared the motion passed and carried.

6.) Section 8 Vouchers:

- a. Section 8 Management Assessment Program (SEMAP) report card for FYE 9/30/10. HUD completed their analysis of the HRA's performance under the Section 8 Management Assessment Program for the fiscal year ended 9/30/2010. Austin scored 96% which entitles the HRA to a high performance rating.

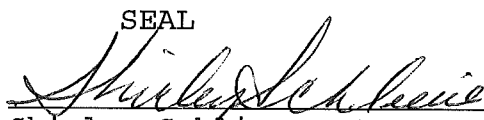
7.) Other Business:

- a. Discuss purchase of vacant lot at 903 2nd Ave. NE. There is a vacant lot located at 903 2nd Ave. NE. HRA staff believes the lot is a good resource for future development. Karen Mattson spoke with the owner who was asking \$12,000 for the property. He said he is willing to sell for \$10,000. The HRA General Fund can be used for the purchase. It was moved by commissioner Boughton and seconded by Commissioner Poshusta to authorize the purchase, but continue to negotiate for a lower price between \$8,000 and \$10,000. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.
- b. Set a date for March Board meeting. It was moved by Commissioner Boughton and seconded by Commissioner Schlieve to hold the regular March board meeting on March 22, 2011, at 4:30 P.M. The meeting may be postponed until April if there is insufficient business to justify a meeting. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

8.) Adjournment: There being no further business it was moved by Commissioner Boughton and seconded by Commissioner Schlieve to adjourn the meeting. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.



Marvin Repinski, Chair

SEAL


Shirley Schlieve, Secretary