



308 Second Ave. NE, Austin, MN 55912
Phone 507-433-1866 Fax 507-433-8317
Website www.austinhra.org

REGULAR MEETING AGENDA
THURSDAY, MARCH 20, 2014 @ 4:30 PM

Please let Sherri know if you cannot attend this meeting.
Four Commissioners must be present to constitute a quorum.

1. **Roll Call.**
2. Approve **Meeting Minutes** of March 4, 2014.
3. Review **Accounts Payable.**
4. **Section 8:**
 - a. Discussion on HUD notice to prohibit using General Funds for HAP payments. Payments to fund shortfalls for Admin. using General Funds are allowable.
 - Motion for operating transfer from General Fund to Section 8 Vouchers to cover Admin. shortfall for the period 10/1/13 to 2/28/14 for \$20,442.
5. **Executive Director Reports:**
 - a. Fire Site – Grant Application to MN DEED.
 - b. Authorization to sell 2000 Chev. Astro Van and TT Emergency Generator.
 - c. Housing Forum discussion.
 - d. Executive Director 1 year review.
 - e. Police Dept. & Fire Dept. request to use 409 2nd St. SW as a training site.
 - f. Tour Pickett Place.
6. **Adjourn.**



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

1.) Roll Call.

Date & Time: March 20, 2014 at 4:30 PM

Commissioners Present: Judy Enright, Chair
Joyce Poshusta, Vice-Chair
Janet Anderson, Secretary
Roger Boughton
Marvin Repinski
Shirley Schlieve
Jerry McCarthy

Commissioners Absent: None

HRA staff Present: Jon Erichson, Executive Director
Karen Mattson, Property Manager

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

2.) Approval of Minutes.

It was moved by Commissioner Boughton and seconded by Commissioner Schlieve to approve the minutes of the regular meeting on March 4, 2014. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

3.) Approval of Accounts Payable.

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

4.) Section 8 – Discussion on HUD notice to prohibit using General Funds for HAP payments.

HUD issued a Notice in December 2013 to prohibit using General Funds for HAP Payments. The Notice did state that General Funds are allowable to fund any Admin. Shortfalls. A memo distributed to the Board shows that we are only able to assist approx. 167 participants per month instead of the normal 177 which we are allotted due to the limited HAP funding in 2013. The admin. shortfall is anticipated to be approx. \$34,000 in lost fees. These shortfalls were anticipated at the time the General Fund budget was adopted and we had \$50,000 designated to be used for the Section 8 program.

The Section 8 checkbook has a very small balance currently so it is being requested to transfer operating funds from the General Fund in the amount of \$20,442 to cover the Admin. shortfall for the period 10/1/13 to 2/28/14. It was moved by Commissioner Boughton and seconded by Commissioner Anderson to authorize this transfer. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

5.) Executive Director Reports:

a.) Fire Site – Grant Application to MN DEED.

Executive Director (ED) Erichson presented information regarding the Fire Site redevelopment and efforts to apply for a grant through MN DEED for development and demolition of the site.

b.) Authorization to sell 2000 Chev. Astro Van and Twin Towers Emergency Generator.

Since the HRA is purchasing a new pickup with snow blade attachment and replacing the Twin Towers Generator, both with Capital Grant Funds, we desire to sell the 14 year old van and old diesel generator. It was moved by Commissioner Boughton and seconded by Commissioner McCarthy to authorize the sale of these items. All present voted in favor thereof, none in opposition thereto. The Chair declared the motion passed and carried.

c.) Housing Forum discussion. ED Erichson provided a summary handout of the discussion held at the Housing Forum meeting that took place at the Library at the invitation of Vision 2020 and City Leaders. Further, what should the role of the HRA be in this area.

d.) Executive Director 1 year review. It was decided to form a committee to meet with Jon to go over his 1 year performance review. The committee will consist of Judy Enright, Joyce Poshusta and Jerry McCarthy.

e.) Police Dept. and Fire Dept. requests to use 409 2nd St. SW as a training site.

ED Erichson received requests from both the Austin Police Dept. and Austin Fire Dept. to use 409 2nd St. SW as a training site. It was the consensus of the Board to go ahead and give authorization to the Police and Fire Dept. to use this house for training purposes as it is going to be demolished anyway.

f.) Tour Pickett Place. Interested Board members toured Pickett Place.

6.) Adjourn:

There being no further business it was moved by Commissioner McCarthy and seconded by Commissioner Schlieve to adjourn the meeting. All present voted in favor of the motion, none in opposition thereto. The Chair declared the motion passed and carried. The meeting was adjourned at 6:00 PM.

Judy Enright, Chair

SEAL

Janet Anderson, Secretary