

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

July 30, 2002

A special meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held at 4:30 PM, July 30, 2002, at the HRA Office. The meeting was called to order by Vice-Chairman Chaffee. Present were Commissioners Nelson and Jorgenson. Also present were Executive Director Mahan, Deputy Director for Community Development Smith, Deputy Director of Housing Volstad, HRA Financial Officer Detloff, City Finance Director Dankert, and City Administrator McGarvey. Commissioners Lang and Nordin were absent.

PUBLIC HOUSING:

Approval of Salary Structure effective 10/1/02. It was moved by Commissioner Jorgenson and seconded by Commissioner Nelson to table discussion on HRA salary structure to a later date. All present voted in favor thereof, none in opposition thereto. The Vice Chairman declared the motion passed and carried.

Resolution approving Public Housing FYE 9/30/03 Budget and Operating Subsidy. The Commissioners reviewed the Public Housing Budget for the fiscal year ending September 30, 2003. Key line items were explained in detail by HRA Accountant Detloff. Large increases in property insurance and medical insurance are the primary factors in a projected operating loss of \$26,989.00. The loss will be covered by operating reserves. The following resolution was introduced by Commissioner Nelson and seconded by Commissioner Jorgenson.

RESOLUTION APPROVING OPERATING BUDGET AND CALCULATION
OF PERFORMANCE FUNDING SYSTEM OPERATING SUBSIDY FOR
THE FISCAL YEAR ENDING 9/30/03

All present voted in favor of the Resolution, none in opposition thereto. The Vice-Chairman declared the resolution passed and adopted.

Resolution approving PHA Annual Plan and 2002 Capital Fund Budget. Gwen Volstad presented the proposed budget for the Capital Fund Program for the fiscal year beginning 10/01/02. The proposed budget of \$627,397.00 will be used primarily for the renovation of eight scattered site homes and work on the exterior of the Twin Towers. The following Resolution was introduced by Commissioner Jorgenson and seconded by Commissioner Nelson.

RESOLUTION APPROVING SUBMISSION OF THE FIVE YEAR
ANNUAL PLAN FOR THE CAPITAL FUND PROGRAM FOR THE FISCAL YEAR
BEGINNING 10/01/02, AND CERTIFICATION OF COMPLIANCE WITH PHA
PLANS AND RELATED REGULATIONS

All present voted in favor of the Resolution, none in opposition thereto. The Vice-Chairman declared the resolution passed and adopted.

Award Insurance Bids for Property, Liability and Non-Owned Auto. Gwen Volstad reported that invitations to bid on the Public Housing Insurance package were sent to fifteen agents and companies. Only two proposals were received. It was moved by Commissioner Nelson and seconded by Commissioner

Jorgenson to accept the proposal from American Family Insurance (see attached). All present voted in favor of the motion, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

AUSTIN COURTYARD & CHAUNCEY APARTMENTS:

Resolution approving the FYE 9/30/03 Budget. Sherri Detloff presented the budget for the Austin Courtyard and Chauncey Apartment buildings. Line items that are expected to change the most such as Property Insurance and Medical Insurance were discussed. The following Resolution was introduced by Commissioner Jorgenson and seconded by Commissioner Nelson.

RESOLUTION #389
RESOLUTION APPROVING THE HOUSING AND REDEVELOPMENT
AUTHORITY OF AUSTIN BUDGET FOR THE AUSTIN COURTYARD
AND CHAUNCEY APARTMENT BUILDINGS FOR THE
FISCAL YEAR ENDING 9/30/2003

All present voted in favor of the Resolution, none in opposition thereto. The Vice-Chairman declared the motion passed and adopted.

COMMUNITY DEVELOPMENT:

Resolution approving Tax Levy FYE 9/30/03 Budget. Sherri Detloff presented the budget for the HRA's Tax Levy. The following Resolution was introduced by Commissioner Nelson and seconded by Commissioner Jorgenson.

RESOLUTION #388
RESOLUTION AUTHORIZING THE LEVEY OF A SPECIAL
BENEFIT TAX PURSUANT TO MN STATUTE 469.033, SUBDIVISION 6 AND APPROVAL OF A
BUDGET FOR
FISCAL YEAR ENDING SEPTEMBER 30, 2003

All present voted in favor of the Resolution, none in opposition thereto. The Vice-Chairman declared the motion passed and adopted.

ADJOURNMENT: There being no further business it was moved by Commissioner Jorgenson seconded by Commissioner Nelson to adjourn the meeting. All present voted in favor thereof, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

Chairman

Richard Chaffee, Vice-

SEAL

Mickey Jorgenson Secretary/Treasurer

