

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

September 15, 2004

1.) Roll Call.

The regular meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held at 4:30 PM, September 15, 2004, at the HRA Office. The meeting was called to order by Chairperson Jorgenson. Present were Commissioners Lang, Nordin, Nelson, Chamberlain, Pacholl, and Valerio. Also present were Executive Director Hurm, Deputy Director for Housing Volstad, Deputy Director for Community Development Smith, and City of Austin Director of Community Development Hoium.

2.) Approval of the meeting minutes of August 18 and August 30, 2004.

It was moved by Commissioner Pacholl and seconded by Commissioner Nordin to approve the minutes of the regular meeting of August 18, 2004. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

It was moved by Commissioner Pacholl and seconded by Commissioner Nordin to approve the minutes of the special meeting of August 30, 2003. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

3.) Approval of the claims for payment.

It was moved by Commissioner Nelson and seconded by Commissioner Nordin to authorize payment of the list of claims for payment dated September 15, 2004, as presented. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

4.) Public Housing:

a. Resolution to write-off Bad Debts-Public Housing Tenants (1 Courtyard Tenant also on this Resolution.)

The following Resolution was introduced by Commissioner

Nordin and seconded by Commissioner Pacholl.

**RESOLUTION #418
RESOLUTION ACCEPTING COLLECTION LOSSES FOR
PUBLIC HOUSING AND MARKET RATE HOUSING PROJECTS**

All present voted in favor of the Resolution none in opposition thereto. The Chairperson declared the motion passed and adopted.

b. Motion to award Property and Liability Insurance Bid. Only one bid was received for providing property and liability insurance for the public housing and market rate housing projects. It was moved by Commissioner Pacholl and seconded by Commissioner Nordin to award the insurance bid for public housing to the League of Minnesota Cities c/o Heartman Insurance. All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

c. Twin Towers exterior renovation - approve change. Gwen Volstad reported on two changes in the Twin Towers exterior renovation. The first change required additional work to properly attach the through-wall flashing. The added cost is \$7,178.00. The second change involved use of the EFIS coating instead of paint to cover the building soffit. The EFIS coating will better cover existing cracks. The additional cost is \$4,153.00. The changes in cost will be covered from the contingency budget and will not add to the total project cost. It was moved by Commissioner Lang and seconded by Commissioner Pacholl to approve the changes as presented. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

5.) Market Rate Housing:

a. Motion to award Property and Liability Insurance Bid. It was moved by Commissioner Nordin and seconded by Commissioner Pacholl to award the insurance bid for market rate housing to the League of Minnesota Cities c/o Heartmen Insurance. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

b. Motion to approve intallation of carpet bid for

Courtyard. Bids were reviewed for labor to install carpeting at Austin Courtyard Apartments during FYE 9/30/05. The staff recommended splitting the work allowing Mike Hodnefeld to do the work in occupied units and Thoroughbred Carpets to do the work in vacant units. Commissioners Lang and Chamberlain raised concerns about dividing the contract on a bid solicitation.

It was moved by Commissioner Chamberlain and seconded by Commissioner Nelson to award the bid for carpet installation to Mike Hodnefeld. Voting in favor of the motion were Commissioners Chamberlain, Nelson, Nordin, Valerio, and Jorgenson. Voting against the motion was Commissioner Pacholl. Commissioner Lang abstained. Chairperson Jorgenson declared the motion passed and carried.

6.) Community & Economic Development.

a. Railroad Property - Motion to approve Development Agreement with Vel-Ved Transportation. Craig Hoium presented the Contract for Private Redevelopment between the HRA and Vel-Ved Transportation for the proposed development in Roundhouse Addition. Vel-Ved has agreed to the terms of the Contract for Private Redevelopment. It was moved by Commissioner Pacholl and seconded by Commissioner Nordin to authorize execution of the Contract for Private Redevelopment between the Housing and Redevelopment Authority and Vel Ved Transportation, L.L.C. All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

7.) Executive Director Reports:

a. Motion to approve Salary Schedule effective 10-1-04. It was moved by Commissioner Lang and seconded by Commissioner Nordin to approve the HRA salary schedule for the fiscal year beginning October 1, 2004. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

b. Homesteps Grant Award. Julie Ackland submitted a grant application to continue offering the Homesteps Program. Director Hurm reported that the application was approved for \$13,500.00 in funding.

c. Update on proposals for a housing study. DirectorHurm says he is continuing the process to select a firm to complete a new housing study. A request for

proposals has been sent. Proposals are due September 30, 2004. Director Hurm, Mower County HRA Director Mike Carlson, and a County HRA Board member will review the proposals. Commissioner Nordin volunteered to assist with the proposal review as a representative of the HRA Board.

d. Other business: FM Translator - Pickett Place.

Minnesota Public Radio has operated two FM radio translators at Pickett Place since 1983. Earlier this year MPR sold the license and associated equipment for one translator to Calvary Satellite Network, a not for profit listener supported broadcasting company.

A lease with the HRA for rental of space at Pickett Place has been drawn. CSN will pay \$240.00 per month rent. This rent is comparable to the rent paid at similar installations around the country. It was moved by Commissioner Pacholl and seconded by Commissioner Nordin to approve the lease with Calvary Satellite Network. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

8.) Adjourn: There being no further business it was moved by Commissioner Pacholl and seconded by Commissioner Nordin to adjourn the meeting. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

9/14/2004 minutes:

Michelle Jorgenson, Chairperson

SEAL

Gloria Nordin, Secretary