

MINUTES  
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY  
November 21, 2019 7:00 a.m.

Members Present: Jeremy Heyer, Linda Klemesrud, Diane Stewart, and Eric Miller. Absent: Beth Diers. Others present: Heidi Nielsen, staff.

Call to Order. Chairperson Heyer called the meeting to order at 7:00 a.m.

Public Comments. None

Amend-Approve Minutes of October 22, 2019. Stewart moved, Miller seconded the motion to approve the minutes of October 22, 2019 as amended. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills. Nielsen stated that the bills were routine except the payments for the tractor, work at NCT, the appraisal, and flood insurance. Miller moved, Klemesrud seconded the motion to approve payment of the revised bill listing totaling \$111,071.06. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications included capital fund program, and rehab program. Also discussed were the SEMAP score, and program utilization. The End of Participation Tracker was not included in the agenda and will be reviewed at the December meeting. All items were informational, so no action was needed.

Old Business. The Morningside Appraisals for the vacant lot and the portion of the parcel containing the buildings were discussed. Nielsen expressed interest in the possibility of building some new units and transferring the assistance from Morningside to the new units. The Board also agreed that it would be beneficial to dispose of the vacant lot, but before any more discussion on "Repositioning" the public housing units it was a good idea to have some discussions involving HUD and the Board, City Council and City Staff. Miller requested that the discussions be delayed until after the Christmas holiday. Nielsen agreed to set up a meeting after the first of the year. Miller made motion to recommend negotiations for the sale of the vacant lot at Morningside. Klemesrud seconded the motion. Ayes: 4, Nays: 0. Motion carried.

New Business.

Review Operating Reports. The reports were reviewed by the board. Nielsen explained that there were no concerns with the Section 8 Budget and there were only two accounts in the Public Housing Budget, training and PILOT, which will need to be revised. There were no other concerns.

Discuss Participation in "Foster Youth to Independence Initiative". Nielsen discussed the program with the Board. They all agreed that the first step would be to locate some potential partnerships for the program. Nielsen explained that this would be brought back for a vote if it becomes feasible to participate in. Nielsen also suggested using existing Vouchers instead of using the Tenant Protection Vouchers from HUD.

Executive Directors Report. Nielsen told the Board that the arrangements had been made for the Procurement Training in San Antonio coming up on December 8<sup>th</sup>. Nielsen also discussed the planned LBP Visual Risk Assessment required by HUD.

Being no further business, Klemesrud moved, Stewart seconded the motion to adjourn. Ayes: 4, Nays: 0. Motion carried, and meeting adjourned at 7:35 a.m.

Charles City Housing and Redevelopment Authority

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Jeremy Heyer, Chairperson

ATTEST:

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Heidi Nielsen, Director