

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
April 16, 2020 7:00 a.m.

Members Present, Joel Farnham, Jeremy Heyer, Beth Diers(Phone), and Linda Klemesrud. Absent: Eric Miller. Others present: Heidi Nielsen, staff. Due to technical issues, Phil Knighton was unable to attend by Zoom.

Call to Order. Chairperson Heyer called the meeting to order at 7:08 a.m.

Public Comment. None

Amend-Approve Minutes of March 19, 2020 and April 2, 2020. On motion by Klemesrud and second by Diers, the minutes of March 19, 2020 and April 2, 2020 were approved as presented. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills. The bills were reviewed and Diers motioned to approve, Farnham seconded the motion to approve payment of the revised bill listing totaling \$131,581.94. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed, which included discussion on the effects of the Coronavirus and HUD's response. Also discussed were the capital improvements and maintenance, and program utilization, funding, and lease up. Nielsen also discussed the potential funding shortfall in Section 8 Funding and the cost saving measures. The Board was informed that there would be no more vouchers issued until agency shows adequate funding through to the end of the year. Nielsen stated that three of the agencies billing for portable vouchers have agreed to absorb resulting in a monthly savings of \$3,000. No action was necessary,

Old Business. None

New Business.

Review Financial Statements. The operating reports for the period ending March 31, 2020 were presented to the board for their review. Nielsen stated that the necessary budget revisions have been identified and sent to City Hall. No action necessary

Approve Resolution No. 4-20 to Revise 2019/2020 Budget. Nielsen identified the accounts for the proposed revisions and discussed the reason for each. There were no concerns or questions. A motion by Diers was made to approve Resolution 4-20. Klemesrud seconded the motion. Roll call: Ayes: Farnham, Heyer, Diers, and Klemesrud. Nays: None. Motion carried on roll call vote.

Approve Resolution No. 5-20 Public Housing Budget 2020/2021. Nielsen explained that the budget was the same as the budget previously approved for the City Budget. It was transferred to the HUD accounts and format as required by HUD. A motion by Diers was made to approve Resolution 5-20. Farnham seconded the motion. Roll call: Ayes: Klemesrud, Heyer, Diers, and Farnham. Nays: None. Motion carried on roll call vote.

Executive Director Report. Nothing to report

Being no further business, Klemesrud moved, Diers seconded the motion to adjourn. Ayes: 4.
Nays: 0. Meeting Adjourned at 7:50 a.m.

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director