

CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY

September 17, 2020 7:00 a.m.

Members Present: Brandon Franke, Linda Klemesrud, Beth Diers, and Jeremy Heyer. Absent: Joel Farnham. Others present: Heidi Nielsen and Stacy Cleveland, staff

Call to Order. The meeting was held through Zoom. Chairperson Heyer called the meeting to order at 7:02 a.m.

Public Comments. None

Amend-Approve Minutes of August 20, 2020. Diers moved, and Klemesrud seconded the motion to approve the minutes of August 20, 2020 as presented. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills for September 2020. Nielsen stated that there were more bills than normal due to a large amount of security deposit refunds. Nielsen also pointed out a few non-routine payments. Klemesrud moved, Franke seconded the motion to approve payment of the revised bill listing totaling \$110,430.51. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed including Capital Fund/maintenance progress, rehab program update, Section 8 utilization/funding and public housing occupancy updates, and program attrition. No action taken.

Old Business.

New Business.

Review Financial Reports. Nielsen reported that two months into the year there were no concerns with the budget, there were no questions. No motion was necessary.

Approve Resolution 10-20 to Update Payment Standards. Nielsen reviewed HUD's requirements for payment standards based on the new Fair Market Rents (FMRs). Nielsen reviewed the current payment standards in relation to the increased FMRs and explained that an increase to some of payment standards was being proposed. Nielsen stated that the proposed payment standards were kept to as close to the FMRs as possible. The board was informed that the data used to determine the payment standard included the current unit rents on the program. Nielsen explained that the proposed standards were comparable to the average and median program rents. Diers made a motion to approve Resolution 10-120 to approve proposed payment standards. Klemesrud seconded the motion. Roll Call: Ayes: Heyer, Franke, Klemesrud, and Diers. Nays: none. Motion carried on roll call vote.

Approve Resolution 11-20 to Retain Current Flat Rents. Nielsen explained the HUD requirement to set flat rents based on the published Fair Market Rent and explained the rent structure. The board was also told that the flat rent was to be set at no less than 80% of the FMRs or the unadjusted rents. Also explained was the requirement to deduct the utility allowance from the flat rent amounts in the units required to pay for utility usage. Nielsen requested to keep the flat rents at the 2020 levels even though 80% of the unadjusted rents are lower than the current rents they were still lower than market rate rents. Nielsen said that a rent increase should be considered next year to better reflect the market rates. Diers made a motion to approve resolution 11-20 to retain the current flat rents. Franke seconded the motion. Roll Call, Ayes: Heyer, Klemesrud, Diers, and Franke. Nays: none. Motion carried on roll call vote.

Reappoint Vice-Chairperson. Nielsen explained that due to Miller's resignation, it was necessary to appoint a replacement. Diers stated that she was comfortable taking on the appointment. Klemesrud moved to nominate Diers as Vice-Chairperson. Franke seconded the motion. Klemesrud moved that all nominations cease, and Franke seconded the motion. Roll Call, Ayes: Heyer, Klemesrud, Diers, and Franke. Nays: none. Motion carried on roll call vote

Executive Director's Report. Nielsen briefly discussed the repositioning process and the upcoming phone call with the HUD consultant and stated that it will become necessary to meet in the near future to discuss the direction that the agency should go and that it will be necessary that the Board participate in the discussions with the HUD consultant.

Being no further business, Klemesrud moved, Diers seconded the motion to adjourn. Ayes: 4. Nays: 0. Motion carried, and the meeting adjourned at 7:32 a.m.

Charles City Housing and Redevelopment Authority

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Jeremy Heyer, Chairperson

ATTEST:

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Heidi Nielsen, Director