

CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY

Board Meeting Minutes
January 21st, 2021 7:00 AM

Members Present: Linda Klemesrud, Jeremy Heyer, Brandon Franke, and Beth Diers. Absent: Joel Farnham. Others Present: Phillip Knighten (City Council), Katie Nolte (staff), Shelley High Bear

Call to Order. Board Chairperson Heyer called the meeting to order at 7:01 a.m.

Public Comments. A Section 8 participant presented information regarding her assistance termination and associated Fair Housing Discrimination case with HUD. Heyer thanked her for providing the board additional information. Nolte provided the board with background information on the case and status with HUD.

Amend-Approve Minutes of December 17th, 2020. Klemesrud moved, Franke seconded the motion to approve the minutes of December 17th, 2020 as presented. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills. Nolte stated that all bills were routine in nature. Diers moved, Franke seconded the motion to approve payment of the revised bill listing totaling \$107,558.76. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed which included an update the rehabilitation grant, Section 8 utilization, rental status, and end of participations. Nolte stated the last two homes for the rehabilitation grant would be going out for bid in the next month.

Old Business. No old business was discussed.

New Business:

Review Financial Reports. The reports were reviewed. Nolte stated that six months into the year, the spending was where it should be. There were no questions with no action being required.

Approval of Renewal Contract with the DIA. Nolte requested approval of the 28E agreement with the state to assist with fraud investigations. Nolte stated the agreement must be renewed annually, and the hourly rate will remain the same under the new agreement. Diers moved to approve the renewal and it was seconded by Klemesrud. Ayes: 4, Nays: 0. Motion carried.

Approval of Resolution 1-21 Annual Civil Rights Certification: Nolte explained the requirement for the certification. Diers made a motion to approve Resolution 01-21. Diers motioned, Franke seconded. Ayes: Heyer, Klemesrud, Franke, and Diers. Nays: 0. Motion carried on roll call vote.

Approval of eLOCCS Access Authorization. Nolte noted the access authorization is required to gain access to draw down funds and a new authorization is required with the change in Executive Director. Klemesrud motioned, Franke seconded, Ayes: 4, Nays: 0. Motion carried unanimously.

Executive Directors report. Nolte gave an update on her activities during the first couple weeks as the new Executive Director. She informed the committee her first priorities in the coming months will be to complete the Morningside vacant land sale, complete the two remaining rehab projects, and continue to work with staff to learn the current processes for both section 8 and public housing. She also plans to attend training on repositioning as soon as it becomes available.

Motion to Adjourn. Being no further business, Diers moved, Klemesrud seconded the motion to adjourn the meeting at 7:46 am. Ayes: 4. Nays: 0. Motion carried, and the meeting adjourned.

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Board Chairperson

ATTEST:

Katie Nolte, Director