

MINUTES  
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY  
October 17, 2013 7:00 a.m.

Members Present: Jeremy Heyer, Margaret Calvert, Jill Streich, and Trey Becker. Absent: Sally Jenkins. Others present: Heidi Nielsen, staff.

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

Approve Minutes of September 19, 2013. Heyer moved, Becker seconded the motion to approve the minutes of September 19, 2013. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills. Becker moved, Streich seconded the motion to approve payment of the revised bill listing totaling \$97,918.97. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed. No action was taken.

Old Business. None

New Business.

Consider Approval of Resolution 11-13 to Approve Payment Standards. HUD's new Fair Market Rents for 2013/2014 and the current and proposed Payment Standards were presented and discussed. Staff made a request to increase the Payment Standards as presented. Streich moved to approve Resolution 11-13 to revise current Payment Standards. Heyer seconded the motion. Motion carried on roll call vote: Ayes: Calvert, Heyer, Streich, and Becker. Nays: None

Consider Placing Limitations on Exterior Decorations. Staff informed the board of recent events involving the placement of offensive decorations and decorations which created a fire hazard. The difficulty of trying to police or determine what types of decorations are acceptable was discussed. Streich commented that having to tolerate your neighbor's decorations is just part of living in an apartment. Nielsen stated that a possible solution would be to allow the residents to continue to put up Christmas lights and other decorations, subject to prior approval from management. Then we would be able to deal with the issue on a case-by-case basis. However, to be able to enforce we will have to incorporate this into the lease. There isn't enough time to give the residents proper notice to include this change into the lease revision that is effective for January 1, 2014. All were in agreement that we should wait until the next time the lease is revised.

Approve Additional Work on Security Camera System. The proposal and costs were presented to the board with Circle K Communications doing the work for \$2,700. Nielsen informed the board that we are working on obtaining approval from the County Supervisors to put the equipment on the roof of the courthouse. Streich moved to approve the additional work on the security camera system. Streich seconded the motion. Ayes: 4, Nays: 0. Motion carried.

Prior to adjournment some issues with the current audit were discussed. Staff informed the board that we are having problems providing back-up documentation to verify the amounts on the depreciation schedule. The previous audits were all done on the cash statements and because of this, the depreciation schedule has never been reviewed. This is creating difficulties because we no longer have the documentation needed for the verification. If the issues cannot be resolved and it requires the auditors to submit a qualified opinion, staff informed that board that we will hold a special meeting to discuss our options.

Being no further business, Becker moved, Streich seconded the motion to adjourn. Ayes: 4. Nays: 0. Motion carried.

Charles City Housing and Redevelopment Authority

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Margaret Calvert, Chairperson

ATTEST:

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Heidi Nielsen, Director