



**HOUSING AND REDEVELOPMENT AUTHORITY ANNUAL MEETING
MINUTES**

**January 15, 2019 -- 9:00 AM (Rescheduled to February 5, 2019)
Hillside Court Apts Community Room
905 7th St. SW Pine City**

Board Members present: Chair Carl Pederson, Jim France, Gina Pettie, Becky Schueller, and Rita Watson.

Staff present: Deb Robelia, Executive Director of the Pine City HRA Matthew Van Steenwyk, Interim City Administrator

Absent: Kent Bombard

Call to order at 9:05am

Approve Nov. minutes- *Motion to approve the November minutes by France second by Watson. Motion Carried.*

Goals, objectives, policy change(s) update:

- No changes were noted by Robelia.

Motion to appoint Pederson to be Chair by France, seconded by Schueller. Motion carried.

Motion to appoint France as Vice Chair by Schueller, seconded by Watson. Motion carried.

Resolution 18-08 Changes to flat rent amount:

Efficiency Rate – current is \$535 proposed no change
1 BR Rate - current is \$535 proposed to \$540 p/mo -

Robelia noted the rate change to keep in line with HUD requirements. A discussion was had on the structure of subsidized payments. *Motion by France, seconded by Schueller to approve the rate change of the 1 bedroom to \$540/mo. Motion carried.*

Resolution 18-09 to approve 2019 Annual Statement and 5-year plan – Robelia provided an overview of the annual statement and 5-year plan. *Motion by France, seconded by Pettie to approve the 2019 Annual Statement as revised. Motion carried.*

Financial review/approval – FYE 2018 Audit presentation – Robelia provided a summary of the FYE 2018 Audit. *Motion by France, seconded by Watson to accept the FYE 2018 Audit as presented. Motion carried.*

Check register review/approval (Nov 20-Jan 8 Check # 11854-11885) – *Motion by Watson, seconded by Schueller to approve the November 20 to January 8 checks as presented. Motion carried.*

France initiated a discussion on educational material from NAHRO and LMC. France made an inquiry on the Pine City HRA's management procedures/guidelines. A request was made for the HRA bylaws to be distributed to the group.

Robelia provided an overview of the POHP (Public Owned Housing Partnership) grant.

A discussion was had on the plans to hire an HRA staff member. No action was taken on this item.

Meeting adjourned at 10:35 am.

Minutes by Matthew Van Steenwyk, Interim City Administrator