



**MINUTES**  
**HOUSING AND REDEVELOPMENT AUTHORITY**  
**BOARD MEETING**  
**March 26, 2019 -- 9:00 AM**  
**CITY HALL COUNCIL CHAMBERS**

**Board Members present:** Jim France, Kent Bombard, Becky Schueller, Rita Watson, and Gina Pettie.

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

**Absent:** Carl Pederson

**Approve Feb 19<sup>th</sup> mtg minutes** – Motion to approved the February 19<sup>th</sup> meeting minutes by Watson, seconded by Bombard. Motion carried.

**FYE 3/31/20 Annual Operating Budget review and approval Resolution #18-10 FYE 2020 Operating Budget** – A discussion was had on the budget. *Motion by Watson, seconded by Schueller, to approved Resolution 18-10, the FYE 2020 Operating Budget. On a rollcall vote, all in favor with none opposed.*

**Check register review/approval (2/16-3/22/19)** – Robelia provided an overview of the current applications to fill vacant units. A discussion was had on the budgeted contracted services (i.e. garbage services, lawncare). *Motion by Bombard, seconded by Pettie to approve the Check issued 2/16 to 3/22 as presented. Motion carried.*

**Position** – Watson provided an update on a Pine Technical and Community College individual, noting they can not be off campus. Discussion tabled until a later meeting to allow for the attendance of Pederson.

**Group purpose** – a discussion was had on development of a function, purpose, and structure of the HRA group (team charter).

A discussion was had on the part-time position that was discussed previously. Pettie noted the changes in city staffing that have caused some delay.

Robelia provided a discussion on the shift in focus of HRA's from public housing to a vouchers-based system (shifting from low income public housing to providing vouchers). Robelia noted training related to this shift. A discussion was had on the benefits of voucher style system. A discussion was had on some of the HUD programs and MHP grant. Robelia to gather additional information on the system change prior to submittal of the MHP grant as it has a 20-year restriction on a shift from public housing to a voucher system.

*Motion by Pettie, seconded by Watson, to approved registration and housing for attendance at the training conference for Robelia and guest from the HRA. Motion carried.*

A discussion was had on the process through which vacancies are filled (i.e. felonies, drug history, evictions) and the related points system.

Next meeting April 16, 2019, 9:00am at City Hall.

Meeting adjourned at 9:33 am.

Minutes by Matthew Van Steenwyk, Interim City Administrator