

CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
September 19, 2013 7:00 a.m.

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

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

Public Comments. None

Amend-Approve Minutes of August 15, 2013. Becker moved, Heyer seconded the motion to approve the minutes of August 15, 2013 as presented. Ayes: 3, Nays: 0. Motion carried.

Approval of Bills for September 2013. Heyer moved, Becker seconded the motion to approve payment of the revised bill listing totaling \$71,641.63. Ayes: 3, Nays: 0. Motion carried.

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

Old Business.

New Business.

Consider Approval of Resolution 08-13 Approving the Adoption of Updated Utility Allowance Schedules as required by DHUD. Staff discussed the increases to the water and sewer rates on the schedules and explained that the audit found an error in the calculations requiring the update. Becker made a motion to approve Resolution 08-13 to approve the update utility allowances. Heyer seconded the motion. Motion carried on roll call vote: Ayes: Calvert, Heyer and Becker. Nays: None.

Consider Approval of Resolution 09-13 Accepting Changes to the Administrative Plan and ACOP. Staff reviewed the proposed changes with the board and the reason for the changes. Heyer made a motion to approve Resolution 09-13 to adopt the changes. Becker seconded the motion. Motion carried on roll call vote: Ayes: Calvert, Heyer and Becker. Nays: None.

Consider Approval of Resolution 10-13 Accepting "No Smoking Policy" and Lease Addendum. Staff explained that on advice of Ralph Smith the graduated penalty system was removed from the policy. In addition the requirement to post sign was also eliminated. Calvert suggested that the wording be revised in the fourth paragraph to read, "Smoking shall be permitted only outside of the buildings and outside of individual apartments." Staff will make the change. Becker made a motion to approve Resolution 10-13 to accept the smoking policy and lease addendum as revised. Heyer seconded the motion. Motion carried on roll call vote: Ayes: Calvert, Heyer and Becker. Nays: None.

Being no further business, Becker moved, Heyer seconded the motion to adjourn. Ayes: 3.
Nays: 0. Motion carried.

Charles City Housing and Redevelopment Authority

Margaret Calvert, Chairperson

ATTEST:

Heidi Nielsen, Director