

CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY  
September 18, 2014 7:00 a.m.

Members Present: Susan Andersen, Trey Becker, and Jeremy Heyer. Absent: Jill Streich and Nancy Heiter. Others present: Heidi Nielsen, staff

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

Public Comments. None

Amend-Approve Minutes of August 21, 2014. Heyer moved, Andersen seconded the motion to approve the minutes of August 21, 2014 as presented. Ayes: 3, Nays: 0. Motion carried.

Approval of Bills for September 2014. Heyer moved, Andersen seconded the motion to approve payment of the revised bill listing totaling \$90,151.03. Ayes: 3, Nays: 0. Motion carried.

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

Old Business.

New Business.

Review Financial Reports. Nielsen reported that we were on track with the budget and didn't anticipate any budget revisions at this time. The only area that might be of some concern is the maintenance wages because of the extra payroll expenses from the temporary position. No motion was necessary.

Consider Purchase of Security Cameras. Staff discussed recent events precipitating the need for a portable camera. The quotes from Dan Elton and Steve Merrill were reviewed and it was determined that the camera with the low quote from Steve Merrill for \$830.46 was the better of the two options. The purchase of a replacement camera from CEC for the one at Morningside that is inoperable was also discussed. Nielsen stated that she felt that a local company would likely be less expensive than the one quoted from CEC for \$1,488.20, especially when you factor in trip charges. Becker asked if we could table to decision for the replacement camera pending discussion with Steve Merrill to see if there are any less expensive options. Heyer made a motion to approve purchase of the portable camera from Steve Merrill and to table the decision to purchase the replacement camera until we have more information. Andersen seconded the motion. Ayes: 3. Nays: None. Motion carried.

Review Physical Needs Assessment. The Board members were given copies of the written report and the spreadsheet with the anticipated maintenance and replacement costs for the next twenty years. The information was reviewed. Nielsen stated that the spreadsheet could be changed to meet our needs and that the information presented was based on HUD formulas for maintenance and replacement costs. The report is informational only and no action needs to be taken at this time.

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

Charles City Housing and Redevelopment Authority

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Trey Becker, Chairperson

ATTEST:

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Heidi Nielsen, Director