

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
November 19, 2015 7:00 a.m.

Members Present: Jeremy Heyer, Carol Tyler, Stuart Coulson, and Eric Miller. Absent: Jenna Haglund. Others present: Heidi Nielsen, staff.

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

Public Comments. None

Amend-Approve Minutes of October 15, 2015. Miller moved, Coulson seconded the motion to approve the minutes of October 15, 2015 as amended. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills. Miller moved, Tyler seconded the motion to approve payment of the revised bill listing totaling \$148,907.66. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed but no action needed.

Old Business. None

New Business.

Review Operating Reports. The reports were reviewed by the board. There were no concerns.

Extend Contract with Marco for Equipment Support. The request was made to approve extension of the contract with Marco and to include the three new copiers being purchased. The terms of the contract and benefits realized from the contract were discussed. Tyler made a motion to approve extension of the contract. Miller seconded the motion. Ayes: 4, Nays: 0. Motion carried.

Consider Motion to go into Closed Session. Coulson made a motion to go into closed session to discuss potential litigation. The motion was seconded by Tyler. The issue was discussed and will be followed up at a future meeting. Coulson motioned to return to open session and was seconded by Tyler. Ayes: 4, Nays: 0 Motion carried.

Executive Directors Report. Nielsen discussed the CFP training in St. Louis, informed the board that HUD had just released the proposed smoke free housing regulation. Other items discussed were the proposed FMR's and the current audit.

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

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director