

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
May 17, 2012 7:00 a.m.

Members Present: Scott Soifer, Margaret Calvert, Sally Jenkins, Jill Streich, and Trey Becker. Absent: None. Others Present: Tom Brownlow, City Administrator, and 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 April 23, 2012. Streich moved, Becker seconded the motion to approve the minutes of April 23, 2012 as presented. Ayes: 5, Nays: 0. Motion carried.

Approval of Bills. Becker moved, Jenkins seconded the motion to approve the revised bill listing totaling \$78,964.32. Ayes: 5, Nays: 0. Motion carried.

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

Old Business. None.

New Business.

Consider Approval of Resolution 03-12 Approving Public Housing Budget for FYE 06/30/2013. Staff explained that the budget presented was the same budget that was previously approved during the City budget process. The account codes had been changed to comply with the HUD reporting requirements, and that HUD requires the Board annually to submit a resolution adopting the operating budget. Soifer made a motion to approve resolution 03-12. Jenkins seconded the same. Roll Call: Ayes: Soifer, Calvert, Jenkins, Streich, and Becker. Nays: None. Motion carried on roll call vote.

Consider Approval of Updated Local Preference Policy. Staff explained that due to applicants attempting to fraudulently claim a local preference, the policy was revised to increase the verification requirements. Program portability requirements were discussed and what could be done to keep the funding available to those who live locally. The policy change is subject to a public hearing to be held in June. Soifer made a motion to approve the policy change. Becker seconded the motion. Ayes: 5, Nays: 0.

Consider Approval of Resolution 04-12 to Close Out CFP 2009 IA05P0025109. All funding has been expended and the resolution is required to close out the grant without doing a separate audit. Since the City Audit included it in last year's audit, Streich made a motion to approve resolution 04-12. Soifer seconded the motion. Roll Call: Ayes: Becker, Streich, Jenkins, Calvert, and Soifer. Nays: None. Motion carried on roll call vote.

Being no further business, Soifer moved, Streich seconded the motion to adjourn. Ayes:

5. Nays: 0. Motion carried.

Charles City Housing and Redevelopment Authority

Margaret Calvert, Chairperson

ATTEST:

Heidi Nielsen, Director