

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
June 21, 2012 7:00 a.m.

Members Present: Margaret Calvert, Trey Becker, Sally Jenkins, Jill Streich, and Scott Soifer.
Absent: None . Others present: Heidi Nielsen, staff; Charles Thompson and Tom Gonyo

Call to Order. Chairperson Calvert called the meeting to order at 7:04 a.m.

Public Comments. None

Amend-Approve Minutes of May 17, 2012. Streich made a motion and Becker seconded the motion to approve the minutes of May 17, 2012 as presented. Ayes: 5, Nays: 0. Motion carried.

Approval of Bills. Becker made a motion and Streich seconded the motion to approve payment of the revised bill listing totaling \$71,513.62. Ayes: 5, Nays: 0. Motion carried.

Hearing to Approve Agency Plan.
Chairperson Calvert declared the hearing open.

Filing of Affidavit of Publication. The notice of public hearing was published in the Charles City Press on 06/11/2012. Confirmation of publication was provided in the agenda.

Written Comments or Objections. Nielsen noted that there were no written comments or objections received.

Oral Comments or Objections. None were presented.

Motion to Close Hearing. Soifer moved to close the hearing and Jenkins seconded the motion. Roll call: Ayes: Streich, Calvert, Jenkins, Soifer, Becker. Nays: None. Motion carried.

Consider Resolution No. 05-12 Approval of Agency Plan.
A motion by Soifer was made to approve Resolution 5-12. Streich seconded the motion. Roll call: Ayes: Calvert, Jenkins, Becker, Soifer, and Streich. Nays: None. Motion carried on roll call vote.

Communications. Items under Communications were reviewed but no action was taken.

Old Business. None

New Business.
Approve Resolution No. 06-12, Approval of Updated Utility Allowance. Staff requested approval of the updated Utility Allowances even though there wasn't more than a 10% change. HUD requires the change be made if the change is 10% or more. The rates decreased for electricity and gas utilities and due to the funding cuts made by HUD; we would be able to stretch our funding further and help more families if we adopted the updated schedules. A motion was made by Jenkins; Becker seconded the motion to approve Resolution No. 06-12. Motion carried on roll call vote: Ayes: Calvert, Jenkins, Becker, Streich, and Soifer. Nays: None.

Approve Resolution No. 07-12, Writing Off Accounts Receivable. A list of accounts to be written off as uncollectible was presented to the Board. As in the past, those who owe money to our

agency will not be eligible to receive assistance until payment paid in full and collection efforts will continue. Soifer made a motion, and Jenkins seconded the motion to approve Resolution No. 07-12. Motion carried on roll call vote: Ayes: Calvert, Jenkins, Streich, Soifer and Becker. Nays: None.

Consider Approval of Resolution 8-12, Removal of Assets from Depreciation Report. Items no longer in service must be removed by Board Resolution from Depreciation Report Soifer made a motion, and Streich seconded the motion to approve Resolution No. 8-12. Motion carried on roll call vote: Ayes: Calvert, Jenkins, Soifer, Streich and Becker. Nays: None.

Being no further business, Streich moved, Becker seconded the motion to adjourn. Ayes: 5. Nays: 0. Motion carried.

Charles City Housing and Redevelopment Authority

Margaret Calvert, Chairperson

ATTEST:

Heidi Nielsen, Director