

MINUTES  
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY  
October 18, 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.

Approve Minutes of September 20, 2012. Jenkins moved, Becker seconded the motion to approve the minutes of September 20, 2012. Ayes: 3, Nays: 0. Motion carried.

Approval of Bills. Becker moved, Jenkins seconded the motion to approve payment of the revised bill listing totaling \$71,753.88. Ayes: 3, Nays: 0. Motion carried.

Board Members Streich arrived at 7:05 a.m. and Scott Soifer arrived at 7:08 a.m. prior to discussion of items under Communications

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

Old Business. None

New Business.

Consider Approval of Resolution 10-12 to Approve Payment Standards. HUD's new Fair Market Rents for 2012/2013 and the current and proposed Payment Standards were presented and discussed. Staff made a request to increase the Payment Standards as presented. Soifer moved to approve Resolution 10-12 to maintain current Payment Standards. Jenkins seconded the motion. Motion carried on roll call vote: Ayes: Calvert, Jenkins, Soifer, Streich, and Becker. Nays: None

Discuss Vehicle Registration Policy. The proposed policy was presented to the Board. Many of the members felt that the policy was too restrictive and would require too much staff time to enforce. Nielsen said that regardless of whether we require vehicle registration, we still need to adopt some sort of parking policy. The idea was discussed to give each resident a parking pass that could be used for any vehicle that they drive. In addition, if the residents are not complying with the overnight guest registration, they are not likely to come to the office to get a temporary permit. The item was tabled for further consideration.

Consider Approval of Security Camera Policy. Staff requested that the board approve the policy. Essentially the policy specifies who will have access to the camera video and the purpose for the cameras and acceptable uses. Streich said that she is more comfortable with the cameras with a policy such as this in place. Nielsen said that the cameras are used to view residents and activities only in the public areas. Soifer moved to approve the Security Camera Policy. Becker seconded the motion. Ayes: 5, Nays: 0 Motion carried.

Approve Installation of Additional Cameras at Morningside. Staff informed the Board that the estimate to install the cameras came in twice as much as expected. This was due to having to run an additional conduit to accommodate the cables. Soifer expressed concerns over not having additional bids to compare with. He also stated that it might be a possibility that we may be able to replace the entire system with a wireless system, a different type of cameras, or

recording device that may meet our needs which would be more cost effective. Staff was directed to send out a request for proposals to area communication companies to see if we can install a different system or add to the existing system more economically. Soifer moved to approve the solicitation of proposals. Streich seconded the motion. Ayes: 5, Nays: 0 Motion carried

Prior to adjournment, Streich expressed concerns over only having cameras at Morningside and not the Terraces because of the perception of targeting one group of tenants. It was explained that historically there have been police calls and incidents there that were either reduced or eliminated by the use of cameras. Morningside has become a safer more desirable place to live as a result of their use, and while the drug activity hasn't been eliminated, it doesn't appear to be as common. Nielsen said that we have looked at the possibility installing them at the Terraces; however, because of the way the properties are configured it would be too costly. Soifer indicated he would not be opposed to installing cameras at the Terraces as well because they were not only a deterrent to negative behavior but also witnessed events that sometimes result in litigation.

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

Charles City Housing and Redevelopment Authority

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Margaret Calvert, Chairperson

ATTEST:

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Heidi Nielsen, Director