

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
July 16, 2020 7:00 a.m.

Members Present: Beth Diers, Linda Klemesrud, Jeremy Heyer, and Joel Farnham.
Absent: Eric Miller. Others Present: Heidi Nielsen, staff.

Call to Order. Heyer called the meeting to order at 7:05 a.m.

Public Comments. None

Amend-Approve Minutes of June 18, 2020. Klemesrud noted two corrections Miller is noted as making motion and was not in attendance minutes to be corrected to reflect motion made by Diers, also under Resolution 06-20 Diers name was misspelled. Klemesrud made a motion to approve minutes as revised. Diers seconded the motion to approve the minutes of June 18, 2020 as presented. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills. Nielsen informed Board of some additional payments made to avoid having them show up as payables at year end. Diers motioned to approve the revised bill listing. Farnham seconded the motion to approve payment of the revised bill listing totaling \$120,139.82. Ayes:4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed, which included discussion on the progress of the sidewalk/parking lot project, the rehabilitation program, the funding shortfall, COVID-19/Office updates, update on the land sale at Morningside, and an update on funding and leasing utilization. No action was necessary.

Old Business. None

New Business.

Review Financial Reports. Monthly operating reports were reviewed. Nielsen stated that year ended within the budget for both Section 8 and the Public Housing Programs. Nielsen pointed out that there were a couple of accounts with a large amount of unexpended funds that we could potentially reduce for the next budget. There were no other comments and no action was necessary.

Discuss Purchase of Window A/C Units. Nielsen explained an issue the residents were beginning to have with the newer units that are vented to the side, and don't work in the sleeves which vent to the back. The Board discussed possible solutions and costs including installation of mini split systems and providing the through the wall units which are designed to work in the sleeves. Staff will research options and bring them back to the September meeting. No action was necessary.

Director's Report. Nielsen reported that Eric Miller has decided to resign from the Board and asked everyone to be thinking of some possible replacements.

Being no further business, Klemesrud moved, and Farnham seconded the motion to adjourn. Ayes: 4, Nays: 0. Motion carried, and meeting adjourned at 7:44 a.m.

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director