



Hutchinson Housing & Redevelopment Authority
Regular Board Meeting – January 16, 2007
Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON DECEMBER 19, 2006
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
4. RESOLUTION #07-1
 - 4a. Consideration of Resolution Authorizing Mileage Reimbursement According to IRS Set 2007 Rates
5. PARK TOWERS UPDATE
 - 5a. FYI - Cingular Lease Executed
 - 5b. Results of January 4th HUD Inspection
 - 5c. FYI - 2007 Operating Subsidy, First Quarter 76.4% of Eligibility
 - 5d. Consideration of quote for resident activities office computer
6. CASA WORKFORCE HOUSING INITIATIVE UPDATE
 - 6a. Press Release
 - 6b. Flow Charts of Program
 - 6c. Consideration of Housing Inspection Fees for Pre-application of CASA Rehab Program
7. UPDATE ON REHAB APPLICATION TO DEED
 - 7a. Draft PowerPoint Presentation for Public Meeting at January 23rd City Council Meeting
8. UPDATE ON SCHOOL CONSTRUCTION HOUSE
9. UPDATE ON HOUSE CLEAN-UP EMERGENCY LOAN
 - 9a. First Loan - Authorization to Pay Dumpster Bill
 - 9b. Subordination Policies
10. CONSIDERATION OF REVISED HRA FEE SCHEDULE
11. COMMUNICATIONS
 - 11a. Minnesota Nahro 2007 Legislative Agenda
 - 11b. Petition by Nahro to limit operating subsidy losses to 5% for PHA's with fewer than 250 units
 - 11c. Nahro publication-"Paying the Price: The Costs of Cutting Public Housing Funding"
 - 11d. Salon Fulfills Owners Dream
12. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – February 20, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON JANUARY 16, 2007
3. MONTHLY FINANCIAL REPORTS AND 2006 YEAR END PRE-AUDIT
 - 3a. City Center
 - 3b. Park Towers
4. PARK TOWERS UPDATE
 - 4a. Resolution #07-02 Board Resolution Approving Public Housing Assessment System (PHAS) Management Operations Certification
 - 4b. Resolution #07-03 Resolution for Deletion of a Computer Purchased 7/20/99 and a Computer Purchased 4/17/2001
 - 4c. Pull Cord Survey and Recommendation
 - 4d. Commercial Property Insurance Renewal Proposals
 - 4e. HUD Proposed FY 2008 Budget
5. SCHOOL CONSTRUCTION HOUSE UPDATE
 - 5a. Consideration of Flooring Bids
 - 5b. Marketing Ad/Flyer
6. HHPOP UPDATE
 - 6a. Consideration of HHPOP Loan #8826 for Rolling Meadows East Contingent to Loan Review Committee's Approval
7. YEAR END REPORT
8. COMMUNICATIONS
9. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – March 20, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON FEBRUARY 20, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
4. PARK TOWERS UPDATE
 - 4a. Center for Energy and Environment Update
 - 4b. Update on PHAS Score
5. SCHOOL CONSTRUCTION HOUSE UPDATE
 - 5a. Consideration of RFP's for Realtor
6. COMMUNICATIONS
 - 6a. FYI: Focus Groups Outcome Based Budgeting
7. YEAR END PRESENTATION IN THE COUNCIL CHAMBERS
8. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – April 17, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON MARCH 20, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
4. SCHOOL CONSTRUCTION HOUSE UPDATE
 - 4a. Update by Diane Sorensen
5. PARK TOWERS UPDATE
 - 5a. Facility Assessment Presentation by Mark Opdahl of Center for Energy and Environment
 - 5b. Vacant Unit Turnaround Time Report
 - 5c. Elevator Proposal to Install Lunar Key Holes & Escutcheon Locks on Elevator Openings
6. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
 - 6a. Consideration of Resolution #07-04 Approving and Agreeing to Enter into Administrative Contract of SCDP for the Franklin Grove Neighborhood Housing Rehabilitation Project for Low and Moderate Income Households to Rehabilitate Their Homes
 - 6b. FYI: SCDP Grant Agreement
7. COMMUNICATIONS
 - 7a. Article from the Hutchinson Leader
 - 7b. NAHRO News
8. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority
Regular Board Meeting – May 15, 2007
Agenda

1. CALL TO ORDER – 7:00 a.m. - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON APRIL 17, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
 - 3c. Authorization to Pay School Construction House Bills
4. PARK TOWERS UPDATE
 - 4a. Facility Assessment Presentation by Mark Opdahl of Center for Energy and Environment
 - 4b. Capital Fund Program Amendment
 - 4c. PHAS Vacant Unit Turnaround
5. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
 - 5a. Consideration of Approval of the SCDP Procedural Guidelines for the Franklin Grove Neighborhood Housing Rehabilitation Project
 - 5b. Consideration of Approval of the Housing Rehabilitation Revolving Loan Fund Procedural Guidelines
 - 5c. Amendment to Contract for Grant Development Agreement with SWMNHP
 - 5d. Amendment to Administration Contract with City of Hutchinson
6. SCHOOL CONSTRUCTION HOUSE UPDATE
 - 6a. Next Years Proposed House Plan
7. HOME RENTAL REHAB PROGRAM UPDATE
8. HHPOP UPDATE
 - 8a. Consideration of HHPOP Loan #8828 for Rolling Meadows East Contingent to Loan Review Committee's Approval
 - 8b. Notice of Chapter 7 Bankruptcy
9. COMMUNICATIONS
 - 9a. Letter to Star Tribune re Affordable Housing
 - 9b. Discussion of Housing for Employees of Customer Elation
 - 9c. Discussion of Current Homebuyers Affordability of Newly Constructed Homes in Hutchinson
10. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – June 19, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON MAY 15, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
4. PARK TOWERS UPDATE
 - 4a. Annual Plan – Set Public Hearing Date for August 21, 2007 at 7:30 AM
 - 4b. Cingular – Cell Tower Update
 - 4c. Consideration of Proposal from Center Energy for Replacement of Boiler Controls
 - 4d. Consideration of execution of Housing with Services registration form
5. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
6. SCHOOL CONSTRUCTION HOUSE UPDATE
 - 6a. Next Years Proposed House Plan
7. HHPOP/CASA UPDATE
 - 7a. Consideration of Approval of \$5,000 Downpayment Assistance for 5 homes in Rolling Meadows East and for Applying to Super RFP CRV and GMHF Affordability Gap.
 - 7b. Entry Cost Assistance/Gap Loans for Purchase of Existing Homes-Consideration of Waiver Request from Ian McDonald to increase Entry Cost Assistance from \$3,000 to \$5,000 for a proposed CASA financed existing home.
8. DOWNTOWN HOUSING
9. REVIEW OF DRAFT HRA CITY CENTER BUDGET
10. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – July 17, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON June 19, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
 - 3c. Consideration of Approval of 2006 HRA Audit Report
4. PARK TOWERS UPDATE
 - 4a. Vacant Unit Turn Around Report
 - 4b. Cingular – Cell Tower Update
 - 4c. Update on Replacement of Boiler Controls
 - 4d. Resident Handbook Updates
 - 4e. HUD Postponed Resident Satisfaction Survey until August 2007
5. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
 - 5a. Consideration to Approve EFG Loans #8682, #8683 and #8684.
6. SCHOOL CONSTRUCTION HOUSE UPDATE
 - 6a. Final Report on Sale of School Construction House at 1150 Prairie View Drive.
 - 6b. Consideration of Bids for the 2007/2008 School Construction House
7. UPDATE ON HIGHWAY 7 CORRIDOR STUDY—REBECCA BOWERS
8. HOUSING SITES FOR DOWNTOWN REDEVELOPMENT
9. HHPOP/CASA UPDATE
 - 9a. Super RFP Application for affordability gap for 4 homes in Rolling Meadows East submitted July 11, 2007 for CRV funding and 3 homes for GMHF funding.
 - 9b. 1st loan from the 2006 CASA Workforce Initiative for purchase of an existing home closed.
 - 9c. Update on Rolling Meadows East Loan #8827 that Closed 6/29/2007
 - 9d. Consideration of Approval for 2 HRA Entry Cost Assistance Loans for Existing Homes Contingent to Loan Review Committees Approval
10. REVIEW OF HRA CITY CENTER BUDGET
11. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – August 21, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON July 17, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
 - 3c. Net Proceeds Statement – Payment to School District
4. PARK TOWERS UPDATE
 - 4a. Review of Draft 2008 Park Towers Budget
 - 4b. Cingular – Cell Tower Update
 - 4c. Update on Replacement of Boiler Controls
 - 4d. Consideration of 2008 Flat Rent
5. PUBLIC HEARING FOR THE AGENCY ANNUAL PLAN
 - 5a. Consideration of Resolution Approving 2008 Annual Plan
6. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
 - 6a. Update on EFG Loans:
 - Meece Loan #8682: loan amount \$12,318 plus CO#1 for \$312
 - Schuette Loan #8683: loan amount \$6,689 and Loan #CR8683: loan amount \$4,460
 - Koeppen Loan #8684: loan amount \$14,185
 - 6b. Consideration to Approve EFG Watzke Loan #8685
 - 6c. Consideration to Approve EFG Loans Contingent to Loan Review Committees Approval
 - Schmeling Loan #8686
 - Christensen Loan #8687
 - 6d. Consideration to Approve City Revolving Loans for:
 - Schmeling Loan #CR8686
7. SCHOOL CONSTRUCTION HOUSE UPDATE
8. 310 HURON REDEVELOPMENT SITE DISCUSSION
9. HHPOP/CASA UPDATE
 - 9a. Update on CASA Workforce Initiative, New Construction Loan for Matthew Liepke that Closed 7/31/2007
10. COMMUNICATIONS
11. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority
Annual Board Meeting – August 21, 2007

Agenda

1. CALL TO ORDER – **8:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF ANNUAL HRA BOARD MEETING ON AUGUST 15, 2006
3. ELECTION OF OFFICERS
 - Appointment of Loan Committee Members
(2 Board Members & HRA Director)
4. REVIEW OF 2007 SIX MONTH REPORT AND HRA PLANS/OBJECTIVES FOR 2008
5. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – September 18, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON AUGUST 21, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
4. PARK TOWERS UPDATE
 - 4a. Park Towers 2008 Budget
 - 4b. Park Towers Energy Challenge, Mark Opdahl, Center for Energy & Environment
 - 4c. Computer Back-up Policy
 - 4d. RFP for Architect Services
5. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
 - 6a. Update on EFG Loans:
 - Schmeling Loan #8686 - \$18,378 & #CR8686 - \$5,000
 - 6b. Consideration to Approve EFG
 - Christensen Loan #8687
 - Peterson Loan #8689
6. SCHOOL CONSTRUCTION HOUSE UPDATE
7. COMMUNICATIONS
 - 7a. Lutheran Social Services Information Packet
8. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – October 16, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON SEPTEMBER 18, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
 - 3c. Explanation of 2007 Proration Public Housing Operating Fund
4. PARK TOWERS UPDATE
 - 4a. 2006 PHAS Score
 - 4b. Park Towers Energy Challenge, Mark Opdahl, Center for Energy & Environment Update
 - Consideration of Lease Addendum for CFL Installation
 - 4c. DRAFT proposal to MHFA Preservation Affordable Rental Investment Fund Public Housing
 - Consideration of Approval
 - 4d. RFP for Architect Services
5. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
6. SCHOOL CONSTRUCTION HOUSE UPDATE
7. UPDATE BY REBECCA BOWERS ON HIGHWAY 7 STUDY – 7:30 AM
8. COMMUNICATIONS
 - 8a. Low Loss Achievement Award
9. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – November 20, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON OCTOBER 16, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
4. PARK TOWERS UPDATE
 - 4a. Park Towers Energy Challenge Update
5. FRANKLIN GROVE EXPANDED REHAB PROJECT UPDATE
 - 5a. Consideration to Approve EFG Melancon Loan #8688 Contingent to Loan Review Committees
6. HHPOP UPDATE
 - 6a. CRV & GMHF Awards
 - Consideration to Approve Execution of Contracts with MHFA and GMHF
 - 6b. 2008 CASA Application (Hand out at meeting)
 - Consideration of CASA Application
7. COMMUNICATIONS
 - 7a. Guidelines for Electronic Communications
8. ADJOURNMENT



Hutchinson Housing & Redevelopment Authority

Regular Board Meeting – December 18, 2007

Agenda

1. CALL TO ORDER – **7:00 a.m.** - CITY CENTER MAIN CONFERENCE ROOM
2. MINUTES OF HRA BOARD MEETING ON NOVEMBER 20, 2007
3. FINANCIAL REPORTS
 - 3a. City Center
 - 3b. Park Towers
4. PARK TOWERS UPDATE
 - 4a. Park Towers Energy Challenge Update
 - 4b. Consideration of Execution of A/E Contract & Construction Time Table
 - 4c. Report on PHAS – Vacant Unit Turnaround Time
5. REVIEW OF PERSONNEL POLICY
6. RFP FOR REALTOR SERVICES TO SELL HRA/SCHOOL CONSTRUCTION HOUSE
7. COMMUNICATIONS
 - 7a. foreclosure.com
 - 7b. GMHF Development Progress Survey
8. ADJOURNMENT