

HRA Board of Commissioners Meeting Agenda January 13 2026

Call to Order 5:00 PM

Board Present: Adam Bauman, Phill Arnold, Lew Conner, Jenna Udenberg 17:50,

Deb Scott, Cathy Erickson absent

Public Present: Rick ??



Approve Meeting Agenda

Agenda approved with the following additions: Motion to approve with the addition of the items listed below, AB, seconded by LC

Discussion regarding the following items:

Mission Statement – has not been updated since 1968

Financial Strategy – implications for HUD changes and planning for large capital expenses

CP Partnership – pros and cons need further exploration, will move the discussion to the January 27^h strategy session

Public Comments No public comments

Approve December Minutes

Motion to approve December Minutes PA, second LC, approved with no further discussion

Agenda Items

Committee Reports

Finance

Motion to approve prior month financials PA, second LC, motion passed. Discussion to change the meeting date of the finance committee to ensure the accountant has adequate time to review bank statements and complete month-end reconciliation. Neither documentation is available within the first week of the month. Suggested date change for Finance is to meet on the last week of the month.

Housing

No new updates

Personnel

Did not meet; ED annual evaluation is due in May 2026

RAC

Will become the Residents Council, and tenant led. RC will liaise with the Housing Coordinator, who will report to the ED.

Building and Maintenance

Three vacant apartments will be completed and ready for occupancy late February/early March. HRA will fill the units as we are anticipating additional vacancies that may be used as temporary housing once plumbing overhaul begins

Maintenance Worker Updates: Position will be reposted upon approval of rental unit as a benefit and condition of employment. Board need to approve temporary/casual Maintenance Worker and evaluation procedures due to ED has a conflict of interest

Director's Report

Employee Handbook Updates have been made, further discussion will take place at the January 27th Strategic Planning session

Partnership with Community Partners: Discussion tabled and will be revisited on January 27th

General Operations

Benefits: Employer contribution will change from 10% to 5%, employees will still contribute 3%

Media Specialist: .125 position (5 hours per week) to create, maintain, and update the HRA website to include access to common forms such as Mini Grant Applications, Board Application, Housing Applications, Recertification Packages, etc. The position will also create the monthly Bayview Buss and building-wide announcement posters. This position will add an additional \$5,200 to the annual budget

Old Business

Follow Up Electronic Opener Northern Door/Agate Electric – Installed

Security Cameras Agate Electric – Installed

Banking Changes – Park State Bank will become our official banking institution in February

Adjourn 6:05 PM