

MEETING MINUTES

Present Adam Bauman, Rick Evans, Lew Conner, Deb Scott. Absent Robin Glaser, Cathy Erickson

Location: Bayview Terrace Meeting Room 505 1st Avenue, Two Harbors, MN

Date: July 14, 2026

Called to order 5:03 PM

I. APPROVALS

- a. Meeting Agenda Motion to approve LC, seconded by RE
- b. June Minutes Motion to approve RE, seconded by LC
- c. June Financials Motion to approve AB, seconded by RE

II. PUBLIC AND PUBLIC COMMENTS

Jenna Ucenberg, Kathy Glenn, no public comments

III. COMMITTEE REPORTS

- a. Finance Committee – Did not meet. Will meet on Wednesday, July 22 to review proposed 2027 budget; public hearing is scheduled for July 30 from 4-5 PM at the Two Harbors Public Library
- b. Housing Committee – Two Harbors HRA was not present
- c. Personnel Committee – Adam will share the ED evaluation form with the Committee for input, then solicit feedback from the Commissioners.
- d. ED Report – STEEN Engineering walk through and evaluation of copper pipes and will provide an analysis and recommendation to address ongoing leaks and flooding concerns. HUD reporting is finishing 2026 criteria and preparing for 2027

IV. NEW BUSINESS

- a. Unit 504 received HUD approval for employee housing, there is risk of receiving lower HUD rating if there are prolonged vacancies. Onsite maintenance is cost effective, generates greater revenue than the HUD subsidy, and enables apartment turnover faster that will mitigate the risk of a reduction in our HUD scores.
- b. Late rent notices/lease violations have been mailed with 100% response in working with the office to maintain lease compliance
- c. 2027 Budget public meeting July 30 4-5 PM. Notice will be submitted to Lake County Press for publication

V. OLD BUSINESS

α. Raised beds for tenant use have received clearance from our liability insurance company when the following criteria are met:

- The HRA only provides raised beds
- Tenants use is self-directed
- Activities are at tenant expense or supported through tenant-generated sources such as revenue collected from the pop machine
- Planting and maintenance are not directed by nor coordinated through the Bayview Terrace office

VI. ADJOURN 5:40 PM

Motion by LC, second by RE