



Agenda
City Council/ HRA Joint Work Session
Tuesday, June 15, 2021 5:00 PM
Mora City Hall 101 Lake Street South
Mora, MN 55051



- 1. Call to Order** *(Each board will call their work session to order.)*

- 2. Roll Call** *(Each board will conduct roll call.)*

- 3. Adopt Agenda** *(No items of business shall be considered unless it appears on the agenda for the work session. Board members may add items to the agenda prior to adoption of the agenda. Each board will adopt their agenda.)*

- 4. Housing & Redevelopment Authority of Mora (HRA)**
 - a. HRA Organizational Structure

- 5. Adjournment** *(Each board will adjourn their work session.)*

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4. **Housing & Redevelopment Authority of Mora (HRA)**

HRA Organizational Structure: Since the May 18th joint work session a recently hired HRA staff member resigned, again creating an even greater staffing shortage and additional workload for the city administrator/public utilities general manager and remaining HRA staff. A replacement has been hired and that person will begin soon.

Due to the nature of the staffing shortage and workload, the city administrator/public utilities general manager requested the City Council and HRA Board again jointly discuss the concerns and the potential of merging the HRA with the City.

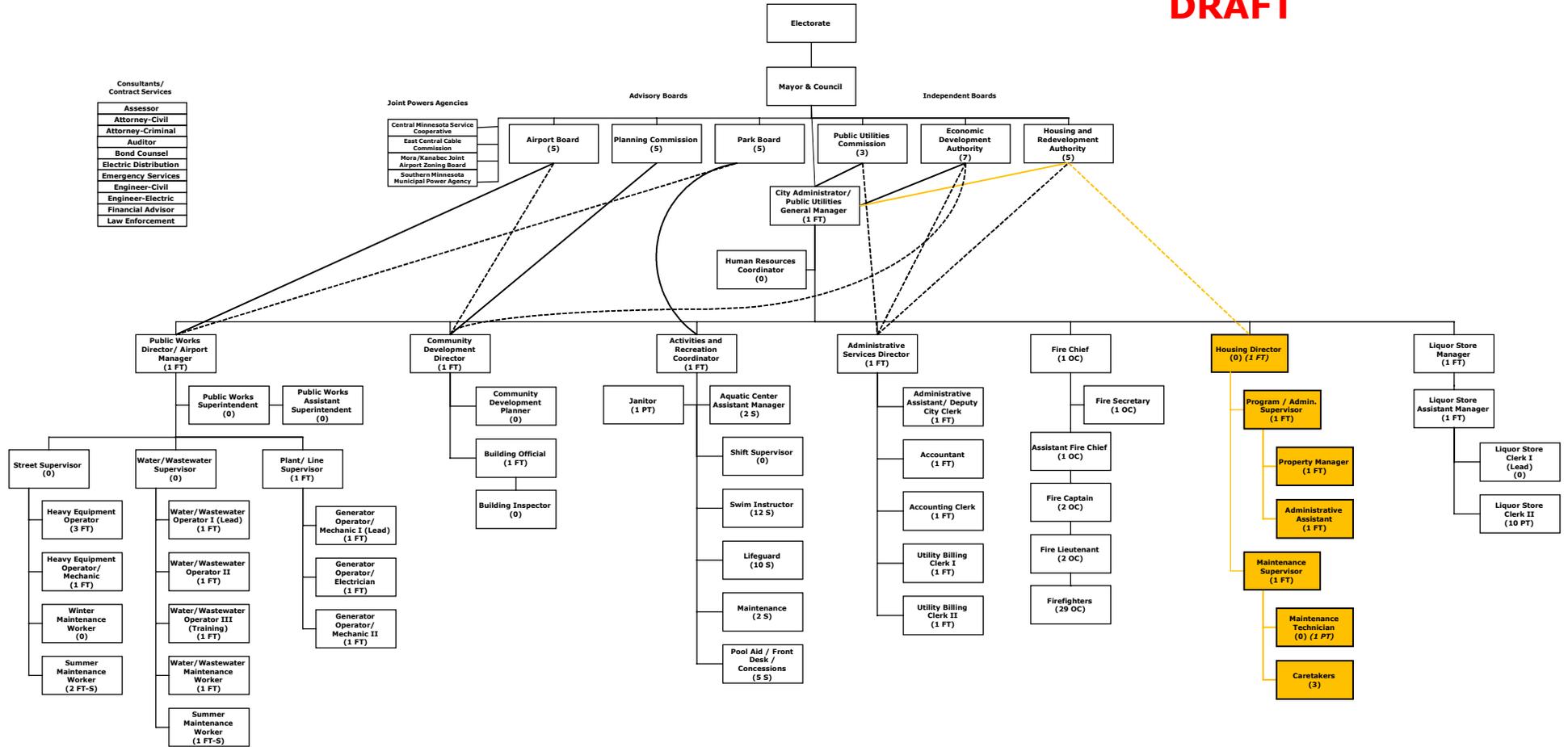
On June 14th, the City Council held a joint work session with the PUC to discuss the significance of a merger to the PUC/MMU since these staff members are employees of both the City and MMU. To visually show what a merger would look like staff has created a draft organizational chart, attached in this packet. A housing department could be created with a department head, housing director. The HRA Board would still exist, the city administrator/public utilities general manager would be the “executive director” and the HRA Board would be an independent board but still seek certain approvals from the City Council. This is how the PUC and EDA are currently organized and functions well.

With a merger comes the need to discuss compensation. If existing City/MMU staff are conducting a significant addition to their duties, they should be properly compensated to reflect their workload. The last class and compensation study for City/MMU staff was completed in 2015. With or without a merger, staff recommends the study be updated – this study would encompass all departments and staffing levels within the City/MMU, including a new housing department. Effective this spring, with the hire of new employees and an updated budget, HRA staff compensation was made nearly identical to existing City pay scales/schedules. An updated class and compensation study could have a financial impact on the HRA and funding would need to be adjusted accordingly.

5. **Adjournment** *(Each board will adjourn their work session.)*

CITY OF MORA, KANABEC COUNTY, MINNESOTA
Staff Organizational Chart
DRAFT w/ Housing Department
 ver. 1.0

DRAFT



Number indicates positions authorized
 FT = Full-Time
 PT = Part-Time
 OC = On-Call
 S = Seasonal
 - = Staff Liaison
 -- = Additional Staff Liaison