



Agenda
City Council/ HRA Joint Work Session
Tuesday, May 18, 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 Board Composition
 - b. HRA Organizational Structure

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

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 Board Composition: Attached is a letter dated November 20, 2020 from Mayor Skramstad to the HRA board and the former executive director regarding the composition of the HRA board. The letter states that as a condition of the cash-infusion loan from the PUC the city council will become the HRA board. The city council should discuss how this will happen, what complications could come from this happening, and the logistics of amending the composition of the HRA board. Items to consider are:
 - i. Does part of the city council, i.e. two members, being on the HRA board satisfy the PUC's condition?
 - ii. A HRA resident must be on the HRA board for federal funding requirements. Who will that resident be, how will they be selected?
 - iii. The enabling resolution of the HRA does not discuss composition of the board. Although not required, should a public hearing be held to amend the composition of the board? Should the enabling resolution of the HRA be amended to discuss board composition?
 - iv. Should the HRA board be a five person board or a seven person board?
 - b. HRA Organizational Structure: The November 20, 2020 letter also states that over time the HRA will become a department within the City of Mora, and that city staff was directed to research best practices to merge the two organizations. Both boards should discuss how this could happen, what complications could come from this happening, and the logistics of merging the two organizations. Items to consider are:
 - i. Merging payroll, accounts payable, accounts receivable – who will do this/ does current city staff have the capacity to take on the added work?
 - ii. Pay scales, pay equity, benefits, personnel policy changes – with a merge there may be added financial requirements of the HRA.
5. **Adjournment** *(Each board will adjourn their work session.)*



CITY OF MORA MORA MUNICIPAL UTILITIES

101 Lake Street South
Mora, MN 55051-1588

ci.mora.mn.us



320.679.1511

Fax 320.679.3862

320.679.1451

November 20, 2020

Mora HRA Board
Ms. Rose Dunn
PO Box 209
820 Howe Ave. Suite 104
Mora, MN 55051

Dear HRA Board and Ms. Dunn:

The City Council met with the Mora Public Utilities Commission (PUC) on Tuesday, November 17, 2020 to request a cash-infusion loan from Mora Municipal Utilities in order to fulfill the request from the Mora HRA (HRA) to the City Council for a cash-infusion loan in the amount of \$200,000.00 in order to immediately fund Eastwood Senior Living (ESL). The PUC granted the City Council's request for a cash-infusion loan of \$200,000.00 with terms and the condition that the City Council becomes the HRA Board. The City Council accepted the terms and condition.

This letter shall serve as formal notice that in the upcoming months the City Council will begin the process of amending the HRA enabling resolution regarding the composition of the HRA Board. Amending the composition of the HRA Board will not have an immediate effect on administrative procedures or staffing of the HRA. Over time and after the City Council becomes the HRA Board it is expected that the HRA will become a department within the City of Mora. City staff has been directed to begin researching best practices to this end.

On behalf of the City Council I want to express our gratitude for the years of service that the current board members have served. We appreciate your hard work in governing the HRA and its programs throughout the years.

Sincerely,

Alan Skramstad
Mayor

cc: Anneliese Peterson, Chief Operating Officer, Walker Methodist