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# HOUSING & REDEVELOPMENT AUTHORITY

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CITY OF WELLS, MINNESOTA

## MINUTES

### Regular Session of HRA City of Wells

The Housing & Redevelopment Authority of Wells, Minnesota (HRA) convened in regular session on March 15, 2012 at 5:30 p.m. in the Wells City Hall, Conference Room. President Ann Marie Schuster called the meeting to order with the following members present: Commissioner David Braun, Vice-President Bill Groskreutz Jr., Commissioner Ross Hermanson and Secretary/Treasurer Tom Schindler. Also present were LifeStyle representative Jim Abbe and Deputy City Clerk Deb Redman.

#### AGENDA:

The agenda for the March 15, 2012 regularly scheduled meeting was reviewed with Commissioner Braun making a motion to approve the agenda as presented. Commissioner Hermanson seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson and Schindler voting yea. Motion carried.

#### CONSENT ITEMS:

The minutes of the February 16, 2012 regularly scheduled meeting were reviewed with Commissioner Hermanson making a motion to approve as written. Commissioner Schindler seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson and Schindler voting yea. Motion carried.

The monthly financial reports were reviewed with one change noted. The line-items West Meadows Subdivision and Blighted Property Co Rd 29 Trailer Ct asset amounts are turned around. Discussion held on the Park Place Townhomes accounts. President Schuster called for a motion to cash in CD 2013. Commissioner Groskreutz made a motion to cash in CD 2013 and to pay back loan of \$3,000, place \$2,000 in LifeStyle checking, and reinvest \$5,000. Commissioner Braun seconded the motion. Discussion held. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried. President Schuster brought the topic of the SCDP Funds to the table. Discussion held on City Administrator Germann creating a report tracking the HRA commitment on these projects. President Schuster brought the topic of electronic bank statements to the table. Discussion held. Commissioner Groskreutz made a motion to allow the city accounting clerk access to the HRA account electronic statement to view only. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

## **BROADWAY APARTMENT/PARK PLACE TOWNHOME REPORT:**

LifeStyle representative Jim Abbe discussed the financial report regarding Broadway Apartments and Park Place Townhomes. Discussion held on painting the window trim on the new windows at the Broadway Apartments. Jan Elmer had submitted a bid of \$850 to paint the trim. The contract for LifeStyle Inc. and the HRA ended December 31, 2011. Discussion held on a new contract. Commissioner Groskreutz made a motion to renew the present 3 year contract at the same rate as the previous contract. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

## **OLD BUSINESS:**

President Schuster brought the topic of Former Trailer Court Site to the table. Discussion held. With no information to act on, the commission moved to the next item on the agenda.

President Schuster brought the topic of Small Cities Development Program (SCDP) to the table. Discussion held. Commissioner Groskreutz made a motion to pay the HRA portion of 2 SCDP projects. Commissioner Hermanson seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

President Schuster brought the topic of Demolition Matching Grant to the table. Discussion held on the follow up paperwork submitted for 380 Sixth Avenue SW. Commissioner Braun made a motion to approve payment for this property. Commissioner Groskreutz seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

President Schuster brought the topic of Phoenix Project to the table. No applications have been received at this time. With no information to act on, the commission moved to the next item on the agenda.

President Schuster brought the topic of Farmland to the table. Discussion held. With no information to act on, the commission moved to the next item on the agenda.

## **ADJOURNMENT:**

The next regularly scheduled HRA meeting was set for Thursday, April 19, 2012 at 5:30 p.m. in the Wells City Hall, Conference Room. Meeting adjourned.

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Secretary/Treasurer Thomas Schindler

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Deputy Clerk, Deb Redman