



**Housing & Redevelopment Authority Meeting Minutes**  
**Tuesday, January 13, 2015, 4:30 pm**  
**Wells City Hall**

The Wells Housing & Redevelopment Authority (HRA) convened on January 13, 2015 at 5:30 pm in the Wells City Hall Conference Room. Vice President Bill Groskreutz called the meeting to order with the following members present: David Braun, Zoa Heckman and Thomas Schindler. Members absent: Ann Marie Schuster. Also present was City Administrator Robin Leslie, Deputy City Clerk Megan Boeck and Jim Abbe, Lifestyles Inc.

**AGENDA**

The agenda for the January 13, 2015 meeting was reviewed. Heckman stated she wants Historical HRA Documents added back to the agenda under old business. Motion by Heckman and second by Braun to approve the agenda with the addition of Historical HRA Records. Motion carried.

**MINUTES**

The minutes of the November 25, 2014 meeting were reviewed. Motion by Schindler and second by Braun to approve as presented. Motion carried.

**CONSENT ITEMS**

The bills and financial statements were discussed. Motion by Braun and second by Schindler to approve bills as presented with the addition of Lamar Johnson for demo grant in the amount of \$2,881.63, Faribault County Ditch Assessments in the amount of \$5.04 and Robinson Appraisal for West Meadow Subdivision in the amount of \$1,250. Motion carried.

Motion by Schindler and second by Braun to approve the financial statements as presented. Motion carried.

**PUBLIC COMMENT**

None.

**LIFESTYLE MANAGEMENT REPORT**

Mr. Abbe gave the board a brief update on Broadway Apartments and Park Place Townhomes. Abbe stated Broadway units 308, 403 and 210 have all been rented and 208 is still vacant. All units at Park Place are occupied and a rent comparability study for Broadway is still in process. Abbe stated he would like to do a lighting retrofit for Broadway common areas to save on utility expenses. Motion by Heckman and second by Schindler to get bids from the following companies: Ron's Plumbing, HVAC & Electric, Anderson Electric, Electric Service Company and Schroeder Electric. Motion carried 3-0, Braun abstained.

Motion by Heckman and second by Schindler to approve the \$1,000 purchase of custom window covers for Broadway Apartments commons area. Motion carried.

Motion by Heckman and second by Braun to increase laundry charges in 60 days to \$.75 per wash and \$1.00 per dry (effective March 2015). Motion carried.

**NEW BUSINESS**

**Brenda Weber Demolition Grant Extension**

Motion by Braun and second by Schlinder to allow a 45 day extension to Brenda Weber for demolition of her property at 188 1<sup>st</sup> Ave SW

**2015 Minnesota Participating Cities Program (MCP)**

Motion by Braun and second by Schindler to approve participation in the 2015 Minnesota Participating Cities Program (MCP). Motion carried.

**OLD BUSINESS**

**West Meadow Subdivision**

Ms. Leslie informed the board that the market value estimate of the West Meadow Subdivision done by Robinson Appraisal is not comparable to the Wells area and that the board should discuss other options.

Motion by Heckman and second by Braun to allow Ms. Leslie to begin first right of refusal research for the Ruth Rankin property, adjacent to the West Meadow Subdivision. Motion carried.

**Brown Property/USC Lots**

No update. Ms. Leslie will make contact with Mr. Brown.

**Park Place Phase II-** The board discussed acquiring construction estimates for the project.

**Old USC Site**

Ms. Leslie informed the board that Dr. Jensen did inquire about necessary permit applications and processes for demolition of the old USC site.

**Tax Forfeiture Properties (500 1<sup>st</sup> Ave SW & 218 3<sup>rd</sup> Ave SE)**

Ms. Leslie informed the board that the City Council recently voted to convey both tax forfeiture properties to the HRA board.

**Broadway Apartments CD Purchase**

Ms. Leslie informed the board that interest rates are low right now, stated the money can be invested at any time if the rates improve and that she would suggest waiting until the Board determined projects for the year. The Board determined to take no action at this meeting.

**Historical Documentation**

Heckman stated she wants this item to remain on the agenda under old business.

**ANNOUNCEMENTS**

Vice President Groskreutz reminded the Board that the next meeting will be held on Tuesday, February 10, 2015 at 5:30 pm in the Wells City Hall Conference Room and that he will be absent that night.

**ADJOURNMENT**

Motion by Braun and second by Schlinder to adjourn the meeting at 7:40. Motion carried.

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Secretary/Treasurer David Braun

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Megan Boeck, Deputy City Clerk