



Housing & Redevelopment Authority Meeting Minutes
Tuesday, February 10, 2015, 4:30 pm
Wells City Hall

The Wells Housing & Redevelopment Authority (HRA) convened on Tuesday, February 10, 2015 at 5:30 pm in the Wells City Hall Conference Room. President Ann Marie Schuster called the meeting to order with the following members present: David Braun, Zoa Heckman and Thomas Schindler. Absent: Bill Groskreutz. Also present was Deputy City Clerk Megan Boeck and Jim Abbe, Lifestyles Inc.

AGENDA

The agenda for the February 10, 2015 meeting was reviewed. Motion by Braun and second by Schindler to approve the agenda as presented. Motion carried.

MINUTES

The minutes of the January 13, 2015 meeting and annual meeting were reviewed. Motion by Braun and second by Schindler 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 a \$1,000 transfer to account 719.

Motion by Braun and second by Schindler 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 all Broadway apartments are rented but there is one move application out pending. Abbe also stated the rent comparability study is still incomplete and he is looking into different options for window coverings. Abbe stated during the annual inspection it was found that units 310 and 409 are in need of new carpet. Motion by Heckman and second by Braun to replace the old carpet in units 310 and 409 at an estimated cost of \$2,290. Motion carried.

Abbe presented the Board with four different lighting retrofit bids. The board questioned the difference in the number of light fixtures and utility rebates between the four bidders. Motion by Heckman and second by Braun to have Abbe contact all four contractors to resubmit bids with correct numbers. Motion carried.

NEW BUSINESS

SCDP Subordination Request (Herme)- Motion by Heckman and second by Schindler to table this request until more information is verified regarding the proposed loan total. Motion carried.

2015 Project Prioritization- The Board discussed 2015 project prioritization and goals and decided on the following:

1. Brown Property
2. Selling Properties/Vacant Lots: 218 3rd Ave SE and 500 1st Ave SW- Motion by Braun and second by Schindler to advertise these properties for sale along with 240 5th Ave NW with a minimum bid of \$5,000 and stated purpose. Motion carried.

3. West Meadow Subdivision: The Board directed Ms. Boeck to contact the Rankin family in regard to a first right of refusal not to exceed \$500.

The Board agreed they will focus on three goals/priorities at all times and as one project is completed another project priority will be added.

OLD BUSINESS

West Meadow Subdivision- Ms. Boeck presented the Board with the utility plan for the West Meadow Subdivision and explained there was never a feasibility study done according to the City Engineer.

Brown Property/USC Lots- Ms. Boeck stated that Mr. Brown submitted a counter-offer of \$21,000 cash plus he will pay the first half of 2015 taxes. Schuster stated she feels the next step is to talk with Dr. Jensen at United South Central to gauge their interest in this property if and when it is cleared.

Park Place Phase II- No update. Associated Lumber has yet to make contact.

Old USC Site- Ms. Boeck informed the board that USC had a special board meeting regarding the RFP for demo and Ms. Leslie has spoken with Dr. Jensen regarding the city's hope for redevelopment of that site.

Tax Forfeiture Properties (500 1st Ave SW & 218 3rd Ave SE)- Ms. Boeck informed the board 500 1st Ave SW & 218 3rd Ave SE will be filed with the county this week.

Heckman questioned if the HRA anticipates demolition of buildings on these properties. Braun stated that was the original intent.

240 5th Ave NW- No update.

Demolition Grant Program- Schuster questioned if Brenda Weber has requested another extension seeing no progress has been made. Braun stated she was given a 45 day extension at the last meeting which should have been sufficient.

Heckman asked for an update on the Demolition Grant Program in regard to blighted housing criteria.

Boeck will add wording to the current policy criteria and bring it back to the March meeting for review.

Historical Documents- It was the consensus of the Board that staff set aside at least two hours of time for filing before the next meeting.

ANNOUNCEMENTS

President Schuster reminded the Board that the next meeting will be held on Tuesday, March 10, 2015 at 5:30 pm in the Wells City Hall Conference Room.

ADJOURNMENT

Motion by Braun and second by Heckman to adjourn the meeting at 7:50. Motion carried.

Secretary/Treasurer David Braun

Megan Boeck, Deputy City Clerk