

**Minutes of HRA City Board Meeting
Monday, October 10, 2022, at 12:00 pm**

CALL TO ORDER

Chair Ken Skaare called the meeting to order at 12:07 p.m. in the Council Chambers at City Hall.

ROLL CALL

Members present: Ken Skaare, Dan Mensing, Mark Maher, Kim Shaffer, and Rick Scholtes

Staff present: Mary Kennedy-City Administrator and Megan Hanson-Haase-Executive Director/Housing Manager

DETERMINATION OF QUORUM

A quorum was present. No public comment.

APPROVAL OF MINUTES

The minutes from the HRA City Board meeting of September 12, 2022, were provided in the HRA packet for the board to review.

MOTION BY MAHER, SECOND BY MENSING, TO APPROVE THE MINUTES OF THE HRA CITY BOARD MEETING OF SEPTEMBER 12, 2022. THE MOTION WAS APPROVED UNANIMOUSLY.

BUDGET UPDATE AND APPROVAL OF BILLS

The bills were provided in the HRA packet for the board to review.

MOTION BY SCHOLTES, SECOND BY MAHER, TO APPROVE THE BILLS AS PRESENTED TO THE BOARD. THE MOTION WAS APPROVED UNANIMOUSLY.

CORRESPONDENCE/COMMUNICATIONS

None

OLD BUSINESS

103 Bluestem

Kennedy reported that the renters at 103 Bluestem are moving out at the end of October, and it can now be listed for sale. Skaare explained that the listing agreement to sell the property will be the same as the agreement used for the 4th Street property with the asking price of \$249,900.00, which was agreed upon at a previous meeting.

MOTION BY MENSING, SECOND BY SHAFFER, TO APPROVE THE LISTING AGREEMENT FOR 103 BLUESTEM WITH AN ASKING PRICE OF \$249,900 STARTING NOVEMBER 1, 2022. THE MOTION WAS APPROVED UNANIMOUSLY.

Four-plex

Kennedy shared that the Construction Agreement for the fourplex is signed and included the changes by the attorney. Kennedy was informed by Aaron that they were hoping to have the subcontractors ready to go by mid to late October, and he will keep us informed of any changes that he encounters, as he foresees that the hurricane may cause an increase in lumber prices so it may need to be ordered early.

2023 Budget

Kennedy included the budget worksheet in the packet, noting that there were no changes made to the expenses although revenue has a decrease for property taxes from \$90,000 to \$80,000 in order to make the budget work this year.

NEW BUSINESS

None

OTHER BUSINESS

Scholtes shared that after a walkthrough of the HRA properties that were cleaned out, his opinion is that the Gorman and 5th Street properties be demolished, but the other two are salvageable to rehab. Scholtes suggested to possibly move the 918 Galbraith rental property to the lot on 5th Street after the demolition there and possibly relocate and rehab the 3rd Street home as well. Mensing inquired if Noel Johnson, who has some experience flipping houses, could do a walkthrough and see if there is interest in rehabbing them. Scholtes agreed that there could be options to present to the council to move forward. The Board agreed to discuss the topic more next month.

Mensing also inquired about possibly renting 101 Bluestem on a month-to-month basis while it is on the market. Skaare was hesitant that a renter would agree to that. The selling process would take 60-90 days which would give enough notice for a renter. The Board decided to wait and see how it goes, and then look at the possibility.

DIRECTOR'S REPORT

City Administrator Mary Kennedy

Kennedy provided her update in the packet.

Economic Development Specialist Amy Schaefer

Schaefer provided her update in the packet.

ADJOURNMENT

The next City HRA Board meeting will be held on Monday, November 14, 2022.

MOTION BY MAHER, SECOND BY SCHOLTES, TO ADJOURN THE MEETING. THE MOTION WAS APPROVED UNANIMOUSLY.

Skaare adjourned the meeting at 12:31 p.m.