

Crooks Housing and Redevelopment Commission
Regular Meeting
May 21, 2019

1. The meeting was called to order at 7:00 PM by Chairman Harstad. In attendance were board members Carlson, Moller, Harstad, and Nelson. Board member Langloss was not present with notice.

Tobias Schantz and approximately 32 guests were present. The Pledge of Allegiance was recited by all.

New board member Bob Carlson and Chris Langloss were welcomed to the board. CHRC thanks Jamison Rounds and Randy Kringen for their service to the board. Carlson is filling out Kringens' term and Langloss has been appointed to fill a 5 year term.

2. The agenda has been posted. Harstad would like to add three items to the agenda. They are:
 - a. West Avenue property discussion
 - b. Remove and add signatories to the checking account
 - c. Executive session

Motion was made by Moller to approve the amended agenda, Carlson seconded. Harstad called the vote, all voted aye.

3. Meeting Minutes: The 4-16-19 minutes were reviewed. Moller motioned to approve, Carlson seconded the motion. Harstad called the vote, all voted aye.
4. Bills and Communications: Claims were reviewed. Nelson motioned to approve, Moller seconded the motion. Harstad called the vote, all voted aye.
5. Financials: Financials were reviewed. Nelson motioned to approve, Moller seconded the motion. Discussion: A question was asked as to a timeline for when the financials need to be allocated by the CHRC. Tobias responded that commitments need to be made sooner than later. Mayer Osby added that if that could be done in June, that would be great. Harstad called the vote, all voted aye.
6. Open comments: Mayor Osby commented that they will be having an audit completed in the near future.
7. New Business:
 - a. The preliminary plat was review as approved at the April CHRC meeting. The plat information was prepared by DGR Engineering. It was also noted that \$6.65 was approved for a per square foot cost for the property costs.

An alternate layout was presented for review by Harstad. The second layout eliminated the plaza area and the allocated sites for the recreation center.

There have also been suggestions to make adjustments on the alternate layout sites 13 through 17 for twin home sites. This comments has also made to adjust lots along 4th street.

Mayor Osby commented that the sites for the recreation center still are viable at the community center site or possibly another location in Crooks.

Nelson reminded the group that the designated site was a culmination of 2 years worth of work and was the recommended site by Planning and Zoning and the Recreation Committee. A P&Z board member relayed that the sunset park site was popular because the property was already owned by the CHRC. A Recreation Committee member commented that it was their recommendation because it was the best location for the building and a future pool.

There was considerable continuing discussion about the alternate layout. Harstad commented that it was the CHRC's mission to spur growth and not to design. The CHRC can provide the funding mechanism for the projects.

The potential cost of the recreation center was discussed. At this time, the conceptual cost is \$6.0 million dollars. This cost is not the cost to the taxpayer. The consultant, Burbach Aquatics is working through a funding mechanism utilizing many sources to fund the project with a key component being the TIF district that has been established. More information will be presented by the consultant and the recreation committee as their process progresses.

Parking was discussed. Reworking the existing lot 58 may be a way to increase the parking count for the park.

Harstad asked for a recommendation.

Moller made a motion to approve the alternate no. 1 plan with a hold on lots 56, 57 and 58 for parking development. Carlson seconded the motion. Nelson commented that this is a very quick decision on something that has been years in the making. This also displaces the recreation center site with no location to go to.

A roll call vote was done.

Moller – aye	Carlson – aye	Nelson – nay
Harstad – abstained	Langloss – not present to vote	

- b. Lot Prices – Harstad presented information concerning the cost per square foot of the lot prices established at the last meeting. After additional review, it was noted that the previously approved \$3.65 may be high. He suggested a cost of \$3.50 per square foot as a revised cost. Nelson motioned to approve, Moller seconded the motion. Harstad called the vote, all voted aye.

Harstad presented a spreadsheet with the adjusted lot prices. A few adjustments would need to be made.

- Block 9, lot 13, change to \$47,200.
 - Block 6, lots 53, 54 and 55. After much discussion, it was discussed to make each of the three lots 110' wide and take the needed extra frontage from lot 56. Costs for these adjusted lots would be \$55,000 including water and sewer hookups. Motion by Moller on the above was made, Carlson seconded. Harstad called the vote, all voted aye.
- c. Block 2, lots 13, 14, 15, 16 and 17. It was discussed to make these (4) equal frontage lots of approximately 130' with a cost of \$80,000 including double hookups for the duplex lots. Moller motioned to approve, Nelson seconded the motion. Harstad called the vote, all voted aye.

- d. West Avenue Property was discussed. Nelson made a motion to use a cost of \$4.00 per square foot for these three lots. Moller seconded the motion. The motion was amended to include that extra dirt on this property can be dumped on CHRC land. Nelson moved to approve the amendment, Carlson seconded. Harstad called the vote on the amendment, all voted aye. The main motion was then reviewed as amended. Harstad called the vote, all voted aye.
- e. Annual appointments:
 - Chair – Nelson motioned Harstad, Moller seconded.
Harstad called the vote, all voted aye.
 - Vice-Chair – Harstad motioned Carlson, Moller seconded.
Harstad called the vote, all voted aye.
 - Secretary – Moller motioned Nelson, Carlson seconded.
Harstad called the vote, all voted aye.
 - Treasurer – Nelson motioned Moller, Carlson seconded.
Harstad called the vote, all voted aye.
- f. Bank account signing: Moller motioned to remove Rounds, Carlson seconded. Harstad called the vote, all voted aye.
Nelson motioned to add Carlson, Moller seconded. Harstad called the vote, all voted aye.

8. Old Business – None.

9. Executive Session – Nelson motioned to adjourn to executive session, Moller seconded. Harstad called the vote, all voted aye. Time was 8:24pm.

Executive session concluded at 9:04.

CHRC meeting concluded. Nelson motioned for adjournment, Carlson seconded the motion. Harstad called the vote, all voted aye. Meeting adjourned.

End of CHRC meeting minutes.

Respectfully submitted,
Jeff Nelson, CHRC Secretary