

**CITY OF LANDFALL VILLAGE  
WASHINGTON COUNTY, MINNESOTA  
MINUTES OF THE CITY OF LANDFALL VILLAGE HRA MEETING  
JULY 15, 2024**

- A. Call to Order – The regular meeting of the Housing and Redevelopment Authority (HRA) for the City of Landfall Village was called to order by Chair Suedkamp at 6:00 p.m. on Monday, July 15, 2024.
- B. Roll Call – The Roll was taken with the following members present: Board Members Katie McManus, Joanne Menz, Don Gonser, John Menz and Chair Stan Suedkamp. HRA Executive Director Scott Hildebrand, HRA Board Attorney Alan Kantrud, Public Works Superintendent Adam Carlson, and Park Manager Rebecca Kinsey were also present.
- C. Pledge of Allegiance
- D. Approval of Minutes
1. June 17, 2024 HRA Board Meeting – **Motion by Member John Menz and seconded by Member Joanne Menz to approve the Minutes of the June 17, 2024 HRA Board Meeting. Motion passed unanimously by voice vote.**
- E. Approval of Agenda – **Motion by Member McManus and seconded by Member Gonser to approve the Agenda as presented. Motion passed unanimously by voice vote.**
- F. Public Forum – Steve Weitzel, Mobile Maintenance, was present to address the Board regarding the placement of the residence at 6 Juniper Drive. After much discussion, **Motion by Member Suedkamp and seconded by Member Gonser to require the residence to be turned and placed correctly on the lot, with the City paying up to \$1,500.00 towards the bill. The work is to be completed within 30 days. Motion passed unanimously by voice vote.**
- G. Appointments / Presentations –
1. WCSO Report. Washington County Deputy Hailee Newman reported on law enforcement incidents since the last meeting.
  2. Maintenance Report. Carlson was present to discuss recent tree damage, hazardous waste inspection and working with Oakdale to open the back gate..
  3. Park Manager Report. Received
- H. Consent Agenda - **Motion by Member McManus and seconded by Member Joanne Menz to approve the, Consent Agenda, which included:**

1. Approve June – July 2024 Claims: Check #'s 38513 through # 38525 = \$68,285.42; RV Damage Deposit Account: \$348.75; Total Amount of Claims = \$68,285.42.
2. Approve June 2024 Financial Report.

**Motion passed unanimously by voice vote.**

I. Unfinished Business –

1. Discussion and Possible Action regarding proposed Notice and Right of Entry Policy. Discussion took place regarding the future parking policy and notice by contractors. **Motion by Member Suedkamp and seconded by Member Gonser to approve the Notice and Right of Entry Policy. Motion passed unanimously by voice vote..**

J. New Business – None

K. Board Member Presentation – None

L. Staff Presentations –

1. City Attorney Report – Received.
2. Executive Director Report - Received

M. Adjournment - **Motion by Member Joanne Menz and seconded by Member McManus to adjourn the meeting. Motion passed unanimously by voice vote.**  
Meeting adjourned at 7:18 p.m.

Respectfully submitted,

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Scott W. Hildebrand  
HRA Executive Director

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Stan Suedkamp  
Board Chair

Approved: McManus, Joanne Menz, Gonser, John Menz, Suedkamp