

**CITY OF LANDFALL VILLAGE  
WASHINGTON COUNTY, MINNESOTA  
MINUTES OF THE CITY OF LANDFALL VILLAGE HRA MEETING  
NOVEMBER 18, 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, November 18, 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 present.

C. Pledge of Allegiance

D. Approval of Minutes

1. October 21, 2024 HRA Board Meeting – **Motion by Member Joanne Menz and seconded by Member McManus to approve the Minutes of the October 21, 2024 HRA Board Meeting. Motion passed unanimously by voice vote.**

E. Approval of Agenda – **Motion by Member John Menz and seconded by Member Gonser to approve the Agenda as presented. Motion passed unanimously by voice vote.**

F. Public Forum – No one was present to address the Board.

G. Appointments / Presentations – None

1. WCSO Report. Washington County Deputy Hailee Newman reported on law enforcement incidents since the last meeting and stood for questions.

2. Maintenance Report. Public Works Superintendent Carlson was present to discuss recent Public Works Projects including the and preparing for winter.

3. Park Manager Report. Received.

H. Consent Agenda - **Motion by Member Joanne Menz and seconded by Member McManus to approve the Consent Agenda, which included:**

1. Approve October - November 2024 Claims; General Fund: Check #'s 38579 through 38593 = \$57,902.60; RV Damage Deposit Account: None; EFT Payments = \$122.97; Total Amount of Claims = \$58,025.57. No Voided Checks.
2. Approve October 2024 Financial Report.

3. Approval of MSA Contract for Building Design.  
**Motion passed unanimously by voice vote.**

I. Unfinished Business –

1. Joanne Menz discussed regarding the Holiday Party scheduled for December 12<sup>th</sup> from 6:00 – 8:00 p.m.

J. New Business –

1. Kinsey discussed Animal Control Services and Animal Licensing.
2. Carlson and Hildebrand discussed issues regarding Elite towing. Carlson will obtain bids from other companies and report at a future meeting.
3. Joanne Menz discussed holding a Christmas Decorating contest. It was agreed the Council will make donations towards the winners. Menz will work with Staff to update a flyer and get it out to residents.

K. Board Member Presentation – Suedkamp presented a handout from the Metro Gold Line Rapid Transit meeting. The official opening will be March 21/22, 2025. The handout covered construction highlights, safety and security, and future extension of the Highway 94 corridor into Minneapolis.

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 7:10 p.m.

Respectfully submitted,

  
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Scott W. Hildebrand  
HRA Executive Director

  
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Stan Suedkamp  
Board Chair