

**HOUSING AND REDEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Housing and Redevelopment Authority conducted a special meeting on Tuesday, November 9, 2010, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson John Dehen
 Commissioner David Elvig (arrived at 8:10 p.m.)
 Commissioner David Jeffrey
 Commissioner Colin McGlone
 Commissioner Bob Ramsey
 Commissioner Jeffrey Wise

Members Absent: Commissioner Matt Look

Also Present: City Administrator Kurtis G. Ulrich
 Deputy City Administrator Heidi A. Nelson
 Public Works Director Brian Olson
 Development Manager Darren Lazan
 Councilmember Elect Jason Toosey
 Councilmember Elect Randy Backous
 City Attorney Bill Goodrich

CALL TO ORDER

Chairperson Dehen called the special meeting of the Housing and Redevelopment Authority to order at 8:09 p.m.

OPEN FORUM

There was none.

APPROVAL OF AGENDA

Motion by Commissioner Ramsey, seconded by Commissioner Jeffrey, to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Dehen, Commissioners Ramsey, Jeffrey, Elvig, and Wise. Voting No: None. Absent: Councilmembers Elvig and Look.

Councilmember Elvig arrived at 8:10 p.m.

HRA BUSINESS

Case #1: Consider Updates to the Hot List – Portions of the discussion may be closed to the public

Development Manager reviewed the staff report.

Commissioner Jeffrey stated he wanted to know who the Development Manager was working with without it having to go public.

City Attorney Goodrich stated a verbal conversation with staff was not public.

The Commission discussed what is public and not public and what the Development Manager should be paid for. They discussed what was “substantial”.

City Attorney Goodrich noted the hot list was not a confidential document according to State Statute, but the Development Manager wanted to keep the hot list confidential. He believed in order to keep the names anonymous a criteria should be developed and once that criteria was developed, then the information be put on the hot list. He indicated this could not be done as a straight real estate deal as Mr. Lazan was not a realtor and he was simply bringing people/businesses to the property.

Commissioner Elvig suggested Council develop the criteria and staff monitor it.

City Attorney Goodrich stated staff did not have to divulge what they had heard, but they could be subject to having to produce documents.

Mayor Ramsey stated he did not care about the list as long as the Development Manager could document who he had worked with.

Chairperson Dehen asked if staff should develop criteria for substantial discussion and not have a hot list.

Commissioner Ramsey disagreed with this suggestion.

Mayor Ramsey asked if staff would not be comfortable divulging information asked for by a Commission/Councilmember.

Chairperson Dehen believed he had the right to know information regarding all City business, but he believed this information should be requested from the City Administrator and not the staff.

Commissioner McGlone stated when he requested information, he wanted it from whomever he asked the information from.

Commissioner Elvig encouraged the Commissioners/Councilmembers to go to the department heads for information.

Commissioner Jeffrey stated a Councilmember should not prioritize staff's work and when a Commissioner/Councilmember did not follow the proper channels this re-prioritized staff's work.

It was the Commission's consensus to have staff pursue developing criteria and keep the hot list private.

COMMITTEE REPORTS

None.

EXECUTIVE DIRECTOR'S REPORT

Development Manager Lazan updated the Commission on the "Get on Board" Campaign.

Commissioner Elvig recommended livable communities wording be checked. He expressed concern about putting out something about Highway 10 and the Ramsey Station until after December 4. He asked Mr. Lazan to email the information to the Commissioners.

Development Manager Lazan suggested the Ramey Buses advertise for the City on its windows, etc. Chairperson Dehen requested staff obtain the cost of such advertising.

Development Manager Lazan updated the Commission on marketing. He asked if the Commission would approve of a business purchasing a banner.

It was the Commissioner's consensus to market banners to businesses and for staff to come up with a program, pricing structures, etc and bring this back to the Commissioner.

COMMISSIONER INPUT

None.

ADJOURNMENT

Motion by Commissioner Jeffrey, seconded by Commissioner Wise, to close the special meeting of the Housing and Redevelopment Authority.

Motion carried.

The special meeting of the Housing and Redevelopment Authority adjourned at 9:00 p.m.

Respectfully submitted,

Kurtis G. Ulrich
HRA Executive Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Kathy Altman
TimeSaver Off Site Secretarial, Inc.