

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

The Housing and Redevelopment Authority conducted a special meeting on Tuesday, January 4, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson David Jeffrey
 Commissioner Randy Backous
 Commissioner David Elvig
 Commissioner Colin McGlone
 Commissioner Bob Ramsey
 Commissioner Jason Tossey
 Commissioner Jeffrey Wise

Also Present: HRA Executive Director Heidi Nelson
 City Administrator Kurtis G. Ulrich
 Economic Development Manager Aaron Backman
 City Attorney William K. Goodrich
 Development Manager Darren Lazan

CALL TO ORDER

It was noted that Commissioner Jeffrey was the 2010 Vice-Chair and should call this meeting to order.

Past Vice-Chair Jeffrey called the special meeting of the Housing and Redevelopment Authority to order at 6:53 p.m.

ROLL CALL

It was noted all members were present.

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: Commissioners Ramsey, Jeffrey, Backous, Elvig, McGlone, Tossey and Wise. .

APPROVAL OF MINUTES

None

HRA BUSINESS

Case #6.1: Elect 2011 HRA Officers

Commissioner Jeffrey noted there are three officers to be elected for the HRA – Chair, Vice Chair and Secretary/Treasurer. With regard to nominations, he offered to chair the group. He added that he has been the vice-chair since the inception of the HRA.

Commissioner Elvig stated he would second the nomination of Commissioner Jeffrey for Chair.

Commissioner McGlone nominated Commissioner Ramsey as Chair of the HRA.

Commissioner Wise stated that we have had some discussions about the Mayor running this meeting as well as being Mayor.

City Administrator Ulrich stated that the Mayor is the designated Chair of the HRA.

Commissioner Jeffrey stated he has served in the role of Vice-Chair and he has been fair and honest and he would like to lead this group.

Commissioner Ramsey stated he has told people he would accept the nomination as well. He stated he is very involved and is here a lot to sign documents, etc.

Commissioner Elvig stated he supports Commissioner Ramsey but he also supports the fact that Commissioner Jeffrey is passionate about it too. He stated he likes to create a balance – spread it around.

HRA Executive Director Nelson recommended a vote on the nominations.

Commissioner Jeffrey – four votes: Commissioners Backous, Elvig, Jeffrey and Wise

Commissioner Jeffrey was nominated Chair of the HRA.

Commissioner Elvig nominated Commissioner Ramsey as Vice-Chair of the HRA. All members voted in favor of that nomination.

Commissioner Ramsey was nominated Vice-Chair of the HRA.

Ms. Nelson read the Bylaws with regard to the Secretary/Treasurer position.

Commissioner Wise was nominated to the position of Secretary/Treasury and delegated the duties to staff.

Case #6.2 Review Development Management Presentation to ICSC Centerbuild Conference

HRA Executive Director Nelson reported that in December, she and Development Manager Lazan attended the International Council of Shopping Centers (ICSC) Centerbuild Conference in Phoenix. While at the conference, they presented a session on the public-private partnership that has been created for development management of The COR. Staff thought it would be useful to share this presentation with the HRA.

Development Manager Lazan described the conference as mainly an educational conference. He proceeded to give an overview of the hour-long slide show presentation.

Commissioner Ramsey suggested that this PowerPoint be streamed on the City's website. Mr. Lazan thought it might be a good idea to do a COR update on QCTV like the Council update.

Commissioner Backous stated that when he was campaigning, he heard "what's happening in Town Center – why isn't anything happening". He stated he talked with Ms. Nelson and Mr. Lazan about getting something like this on camera. He liked the web idea – also a COR web – face book – QCTV updates. Education is what's missing.

Commissioner McGlone agreed.

Ms. Nelson stated we can use multiple medias to do this.

Commissioner Elvig stated that we do have multi-media options. The education process on this has been difficult but it's time to "roll up our sleeves" and get this presentation out there.

Chairperson Jeffrey suggested that a presentation be done on QCTV and to also let the residents know we have been invited to make presentations about our project – our project is not dead.

COMMITTEE REPORTS

None.

EXECUTIVE DIRECTOR'S REPORT

None

COMMISSIONER INPUT

Commissioner McGlone stated he would like a sort of impromptu state of the development group update – are we lacking for anything – is anything wrong with the structure today – is there anything the HRA can help with – can we make it better . . .

Ms. Nelson stated this is a challenging project for the City to take on as a developer. We have day-to-day challenges of trying to keep this HRA business operating. Some of the challenge is how do we keep the City regulatory side in one place and the development side in another. There is a challenge amongst the HRA as well as sharing of information – what’s public – what’s closed. There are varying levels of engagement with seven HRA members. She did not know what the fix is or if there needs to be a fix. But if the HRA desires to have separate operating entity to have support for that – there has to be trust and some latitude to continue to work on this.

Commissioner Ramsey said it frustrates him sometimes that he hears some members are getting information and some are not. That is true, but some of the members are here asking questions - anyone can ask anyone questions.

Commissioner McGlone stated he was looking for discussion on now that you have experience under your belt – is there anything about it that could be tweaked. We have to sell property this spring that we have not even platted yet. Are we on track – or what can we do to get on the fast track.

Commissioner Elvig said the HRA started – bought property - worked on agreements and we all had some expectations. Through our own lack of experience we realized that’s not working but we never came back and changed our expectations. If there are still expectations on the table, maybe we need to go back and look at what works and what our expectations are.

Mr. Lazan stated that this is a large scope project with large fees – especially for the first six months. After a year, he feels we have our arms around this. We went through the normal dashboard – then it “sprung” all over the place. He feels it is a great idea to have expectation discussions. The biggest challenge – positive leadership is the number 1 component for success of this project. We have to be positive leaders on the outside all the time. We have to make huge impressions and we cannot afford to landslide. We need to take this down to staff level. He stated he is very impressed that staff recognizes this is a project. Use our development team as much as we have to offer. We need help from staff but he did not feel 100 percent that the buy in is there – it feels like a tug of war.

Commissioner Ramsey stated the hot list is an issue we have to resolve and the dashboard and he did not see why individuals cannot see it. We have to trust Heidi and Kurt to make sure that information is accurate. There has to be a trust level.

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Chairperson Jeffrey stated, with regard to lack of support – if we have staff that is not supporting the direction of this project and direction of the City then we have a problem. He stated he is not sure he wants Mr. Lazan calling people out and saying he’s not getting what he needs from people. He asked if maybe we are understaffed.

Mr. Lazan stated he is not calling anyone out or that there is any real problem but he wants the level of trust from staff. He stated we struggle with this balance and reiterated the need for a level of positive leadership.

Commissioner Ramsey stated he has witnessed this – it needs to be addressed. Some people want to be involved in everything and they cannot accept their role.

Commissioner McGlone stated that part of the problem is structural – the organizational role.

Commissioner Jeffrey stated this will be a discussion for another time. He would like Mr. Ulrich and Ms. Nelson to address this. If it's a personnel issue or imbalance, discuss it with the HRA.

Commissioner Elvig stated there are a lot of variables to this - Department Heads have been a tight team and now there is a lot of different dynamics having Mr. Lazan here a lot of the time.

Ms. Nelson asked if it would be useful to set some time for an HRA discussion and revisit this issue.

Chairperson Jeffrey stated he would like to see staff bring that expectations piece back and also a discussion relating to structure and leadership.

ADJOURNMENT

Motion by Commissioner Elvig, seconded by Commissioner Wise to adjourn the meeting of the Housing and Redevelopment Authority.

Motion carried.

The regular meeting of the Housing and Redevelopment Authority adjourned at 7:53 p.m.

Respectfully submitted,

Heidi Nelson
HRA Executive Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Jo Thieling, City Clerk