

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

The Housing and Redevelopment Authority conducted a regular meeting on Tuesday, February 22, 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

Members Absent: None.

Also Present: City Administrator Kurtis G. Ulrich
 HRA Executive Director Heidi A. Nelson
 Public Works Director Brian Olson
 City Attorney Bill Goodrich
 Development Manager Darren Lazan
 Associate Planner Tim Gladhill

CALL TO ORDER

Chairperson Jeffrey called the regular meeting of the Housing and Redevelopment Authority to order at 8:00 p.m.

OPEN FORUM

There was none.

APPROVAL OF MINUTES

None.

APPROVAL OF AGENDA

Motion by Commissioner Backous, seconded by Commissioner Wise, to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Jeffrey, Commissioners Backous, Wise, Elvig, McGlone, Ramsey, and Tossey. Voting No: None. Absent: None.

Case #1: Review 2011 Strategic Planning Items Related to the Development Management Team and the COR

Associate Planner Gladhill reviewed the staff report.

Commissioner Elvig expressed his appreciation for the streamlining efforts by staff. He said it has been difficult to stay up to speed with the projects because a meeting cannot be held for every consideration in every project. He asked if there is an approach that can be taken to have house meetings and raised the concern of confidentiality.

HRA Executive Director Nelson indicated there have been discussions to create sub groups. She expressed concern in keeping tight control when discussing possible developments and the proliferation of information when it is to be conveyed to a group.

City Administrator Ulrich suggested a standing committee could be created that would function more as ambassadors. Members could rotate through the group depending on their availability and willingness to get involved in developments.

Commissioner Ramsey noted the Commissioners get a weekly update on the COR, and any member could speak to a staff person as needed. He said he felt information could be obtained without extra meetings.

Development Manager Lazan offered a client cloud site. His company has an internal team portal and a public portal so the information could be accessed by Commissioners and not be available to the public.

There was discussion regarding methods that could be used to obtain information needed to make decisions by the HRA, disseminate information, and how to keep information confidential.

City Attorney Goodrich explained that Development Manager Lazan is a public employee so any information he generates is public information, except for a small list of exclusions.

HRA Executive Director Nelson questioned if the rest of the information for this item could be discussed at a future date. Updates on these items can be provided as requested.

Consensus was reached to discuss these items at a later date.

Case #2: Review Renewal of Development Management Agreement

HRA Executive Director Nelson reviewed the staff report.

Development Manager Lazan gave an overview of the projects that have been accomplished during the time he has been on contract with the City. He depicted the costs spent by Landform, the task list, and the percentage of time he and his employees have spent on projects for the City.

to break even with the projects it has funded. He has the development to the City.

Commissioner Elvig suggested this type of summary be provided monthly.

Chairperson Jeffrey expressed concern that in a bid situation, Landform can be more competitive with the information they already have, lessening the ability of local firms to make competitive bids.

Commissioner Wise pointed out the most competitive bid is awarded the work much of the time, and awards have gone to local companies.

Commissioner Ramsey noted synergy is one reason Landform may get bids since it is more costly to bring someone in from the outside and get them up to speed.

Development Manager Lazan explained his firm knows the City's boundaries, where roads can be moved, and an abundance of data regarding the City. He said he spent over 150 hours compiling this data from 12 consultants that have worked in the City previously so it would be a huge project to get others involved now and let them know the details. He added that the language in the contract is to the effect of "the City will use contracted engineers to the extent possible." He is part of a development team.

Development Manager Lazan stated he felt he was half way through the administrative tasks needed to clear up titles, etc. It has taken 10 months to get that far. Possibly next year at this time, he will be able to better gauge the day-to-day work and predict more accurately the timeline on projects.

Commissioner McGlone called the question. He said he wanted to see if there is a consensus to keep discussion going as it is.

Voting Yes: Chairperson Jeffrey, Commissioners Backous, Elvig, McGlone, Ramsey, Tossey, and Wise. Voting No: None. Absent: None.

Commissioner Ramsey stated staff and Landform should go over the contract together to see if they would like to change anything.

Commissioner Backous noted he is seeing the contract for the first time and is not in favor of plowing through. He would like to look at some of the concerns.

Commissioner Elvig noted it is the Commission's responsibility to review this contract. He added he believes Mr. Lazan's performance has been stellar. If anything in the contract needs adjusting, this is the time to handle it.

City Administrator Ulrich indicated staff spent a lot of time drawing up the contract. He said he thought Mr. Lazan has incentive to work hard for the City. He offered to help work on the

l work with any issues they have. The contract will be
r.

COMMITTEE REPORTS

None.

EXECUTIVE DIRECTOR'S REPORT

HRA Executive Director Nelson stated she had been presented with the opportunity to present at the ICSC conference March 8 and 9 at the 2011 University of Shopping Centers. The City Administrator will be out of town so she suggested Development Manager Lazan could represent the City.

Development Manager Lazan explained the presentation and offered to go but said he would like to have an HRA member go with him.

Commissioner Elvig volunteered to travel with Development Manager Lazan.

Consensus was reached for Commissioner Elvig to join Development Manager Lazan.

HRA Executive Director Nelson reported on the issues of the Armstrong Boulevard alignment. She asked for HRA reaction to some of the issues discussed at the meeting the previous week.

Development Manager Lazan stated he wanted direction, not a motion. He questioned how much work could be done on the west side of Armstrong Boulevard. He would like to develop a single access point in realigning Sunwood Drive and asked how important it was to master plan the west Armstrong Boulevard area and how aggressive the HRA wanted to be in acquiring property.

Commissioner McGlone responded he is more interested in the east side of Armstrong Boulevard. He added if the City does a good job developing the east side, the west side will follow.

Commissioner Jeffrey raised the issue of funding property purchases.

Commissioner Backous stated he is in favor of buying a right-of-way, but not more land. If the COR is developed as planned, this area would fall into place.

Commissioner Wise suggested researching what kind of deal could be structured for the property directly to the west.

Consensus was reached for Development Manager Lazan to draw up a plan to present to the HRA.

COMMISSIONER INPUT



PDF Complete
Your complimentary use period has ended.
Thank you for using PDF Complete.

[Click Here to upgrade to Unlimited Pages and Expanded Features](#)

ADJOURNMENT

Motion by Commissioner Tossey, seconded by Commissioner Ramsey, to close the regular meeting of the Housing and Redevelopment Authority.

Motion carried.

The regular meeting of the Housing and Redevelopment Authority adjourned at 10:17 p.m.

Respectfully submitted,

Heidi Nelson
HRA Executive Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Chris Moksnes
TimeSaver Off Site Secretarial, Inc.