

City of Ramsey
Agenda
Housing and Redevelopment Authority (HRA)
Regular Session
Tuesday May 31, 2011
Immediately following City Council meeting
Council Chambers, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Citizen Input**
3. **Approve Agenda**
4. **Approve Minutes**
 1. Approve the following HRA meeting minutes:

HRA meeting minutes dated March 22, 2011
HRA meeting minutes dated April 12, 2011
HRA meeting minutes dated April 19, 2011
5. **HRA Business**
 1. Consider Award of Contract for City Improvement Project #9-24; COR Wetland Mitigation
 2. Comparison of HRA/EDA Powers and Responsibilities
6. **Executive Director's Report**
7. **Commissioner Input**
8. **Adjournment**

HRA Regular Session

4. 1.

Meeting Date: 05/31/2011

By: JoAnn Shaw, Community Development

Title:

Approve the following HRA meeting minutes:

HRA meeting minutes dated March 22, 2011

HRA meeting minutes dated April 12, 2011

HRA meeting minutes dated April 19, 2011

Background:

n/a

Funding Source:

n/a

Council Action:

N/A

Attachments

03.22.11

04.12.11

04.19.11

Form Review

Inbox
Heidi Nelson

Form Started By: JoAnn Shaw

Reviewed By
Heidi Nelson

Final Approval Date: 05/26/2011

Date
05/26/2011 03:28 PM
Started On: 05/26/2011 02:31 PM

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

The Housing and Redevelopment Authority conducted a special meeting on Tuesday, March 22, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: Chairperson David Jeffrey

Also Present: City Administrator Kurtis G. Ulrich
 Executive Director Heidi A. Nelson
 City Attorney Bill Goodrich

CALL TO ORDER

Acting Chair Ramsey called the special meeting of the Housing and Redevelopment Authority to order at 8:45 p.m.

CITIZEN INPUT

There was none.

APPROVAL OF AGENDA

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

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

APPROVAL OF MINUTES

None.

HRA BUSINESS

Case #1: Consider Approval of Development Management Contract for The COR at Ramsey

Deputy City Administrator Nelson reviewed the staff report.

Commissioner Elvig questioned the provision of administrative compensation.

Deputy City Administrator Nelson explained the previous contract provided for compensation for five years past the contract. The Commission requested this provision be changed. With the new language and changing the fee to an administrative fee, this compensation was reduced to being payable 3.5 years past the contract. Also, the hot list component has been omitted.

Commissioner Elvig brought up the potential of having someone purchase the entire project. Development Manager Lazan would be compensated in that case.

Development Manager Lazan responded that had not been a consideration in revising this contract. He said language that addresses that potential will be worked into the contract.

Deputy City Administrator Nelson noted this is addressed in part on Page 12 of the agreement and will be reviewed by staff. She discussed the Incentive Compensation of 20% as addressed on Page 8 of the contract.

Development Manager Lazan explained if 10 deals are in the works and one goes through, he'd be paid on that one, as it is written now. This is difficult to make a living on. He suggested some funds be moved to contract signing, and less at close so there is some compensation for work performed.

Deputy City Administrator Nelson stated the carryover compensation has not been changed and explained how the compensation amount had been determined.

Commissioner Backous stated he disagrees with how this entire process was handled. Typical negotiations should be on this side of the table without the contract and presenting it to the contractor and let him counter propose. That being said he is satisfied with the way things are. He noted a couple concerns, one being the two year contract, which in his opinion was irresponsible. He said he would rather go forward on a one year contract and revisit in a year. He added he would like to see the administrative compensation changed to \$5,000 and a draw of \$20,000. He said he would also like to put the risk on Landform to move the property.

Commissioner Elvig inquired why the City does not go for RFPs. He noted a lot of constraints are now out of the way and he felt the project is now very saleable on an RFP. He also disagreed with a two year contract.

Commissioner Tossey clarified what the compensation would be if the contract was renewed for two years, but terminated in August, for instance.

Development Manager Lazan replied there is an early termination severance. As it is today, it is for four months, or \$60,000. The administrative component is added to that. The amount of time the earnings are payable is 15 months after the contract.

Commissioner Tossey he would like to see the issue of fees and commissions come back to the HRA in a year so they can be adjusted to lower administrative fees and higher commissions. He would like to see that start as of March 31, 2012.

Acting Chair Ramsey stated he understands the reservation of a two year contract. He pointed out he does not want to stop the momentum now, and would rather not spend numerous hours on a contract in a year. He said if there is no movement in the project, then it is the City's choice to release Landform.

Motion by Commissioner McGlone, seconded by Acting Chair Ramsey, to approve the Development Management Contract with Landform Professional Services for The COR at Ramsey subject to the City Attorney's final approval.

Further discussion: Commissioner Backous stated the 30-day termination clause with a \$60,000 payment is a big issue for him. Commissioner McGlone noted it is not that big of a deal on a \$288 million project. Commissioner Elvig stated he would like to have a full Commission for the vote, noting that Chairperson Jeffrey is absent. He said he does not want to stop momentum either, though his concern is the two year contract. He would like it to be a one year contract. Commissioner Elvig asked that the incentive payment be capped and suggested no draws on either year, and no administrative fees on the second year. Development Manager Lazan clarified the \$15,000 administrative fee is just to clean up property and title issues. That is the predominant task today and could be part of it going into the next year. This asset has to be managed and the administrative fee is meant to do that. Development Manager Lazan noted the administrative work will continue to be needed to keep components such as signage, design and the master planning going. He added the City can go for an RFP at any point. He said he has met with numerous companies of varying sizes, and has not yet found interest in working with the project.

Motion by Commissioner Tossey, seconded by Acting Chair Ramsey, to amend the motion to include language in Landform's contract stating the HRA would review the fees and commissions after the first year of the contract.

Further discussion: Development Manager Lazan stated he would agree to an amendment to reevaluate the mix of fixed fees versus compensation. At the HRA's option, it can adjust that mix. There would need to be a compensatory adjustment on the incentive pay. Commissioner McGlone pointed out if there is renegotiation in the middle of a contract, essentially a new contract is being negotiated. He suggested renegotiating 30 days into the contract. Acting Chair Ramsey stated he can see issues with either situation because if there are potential deals in the next year, Landform may want to negotiate a higher fee.

Motion to amend failed. Voting Yes: Commissioner Tossey. Voting No: Acting Chair Ramsey, Commissioners Backous, Elvig, McGlone, and Wise. Absent: Chairperson Jeffrey.

Motion by Commissioner Elvig, seconded by Commissioner Wise, to amend the motion to offer a one year contract to Landform, with the option for the HRA to extend another year.

Further discussion: Commissioner Backous stated the compensation is still unbalanced and he felt the administrative piece was too high. Commissioner Wise pointed out the HRA is the developer and Landform is paid to do the marketing. If they do not, the property will sit. Commissioner McGlone stated that Staff and the Development Manager have worked hard to bring this contract forward and he wanted to move ahead with their recommendation. Commissioner Wise requested a discussion to consider compensation, otherwise he wanted to withdraw his second to the motion.

Motion to amend failed. Voting Yes: Acting Chair Ramsey, Commissioners Elvig and Backous. Voting No: Commissioners McGlone, Tossey and Wise. Absent: Chairperson Jeffrey.

Further discussion: Commissioner Elvig discussed the incentive pay issue. He suggested language be written regarding the prepay. Acting Chair Ramsey explained that was in the contract with the incentive capped at 12 months. Development Manager Lazan explained \$108,000 has been earned; he has earned \$8,000 more than has been advanced.

Commissioner McGlone called the question. Acting Chair Ramsey seconded.

Commissioner Elvig opposed calling the question.

Substitute motion by Acting Chair Ramsey, seconded by Commissioner McGlone, to approve the contract as originally proposed and presented this evening subject City Attorney review.

Motion carried. Voting Yes: Acting Chair Ramsey, Commissioners McGlone, Backous, Tossey, and Wise. Voting No: Commissioner Elvig. Absent: Chairperson Jeffrey.

COMMITTEE REPORTS

None.

EXECUTIVE DIRECTOR'S REPORT

City Administrator Ulrich gave an update on contract provisions. City Administrator Ulrich noted Mr. Lazan taped the first edition of the COR Report with Deputy City Administrator Nelson. Also, negotiations over the contract with Landform have consumed a lot of time, and it will continue to be revised with the City Attorney. City Administrator Ulrich stated Staff is preparing for ICSC.

Development Manager Lazan noted he and Staff have been working on the MSCA marketing component. There has been a lot of discussion on the "West 50" which is the 50 acres on the west side of the COR project. He noted he will bring a plan for the residential area to the next meeting.

COMMISSIONER INPUT

None.

ADJOURNMENT

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

Motion carried.

The special meeting of the Housing and Redevelopment Authority adjourned at 10:29 p.m.

Respectfully submitted,

Heidi A. Nelson
HRA Executive Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Chris Moksnes
TimeSaver Off Site Secretarial, Inc.

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

The Housing and Redevelopment Authority conducted a regular meeting on Tuesday, April 12, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: Chairperson David Jeffrey

Also Present: City Administrator Kurtis G. Ulrich
 HRA Executive Director Heidi A. Nelson
 Public Works Director Brian Olson
 City Engineer Tim Himmer
 Finance Director Diana Lund
 Development Manager Darren Lazan
 City Attorney Bill Goodrich

CALL TO ORDER

Vice Chair Ramsey called the regular meeting of the Housing and Redevelopment Authority to order at 7:42 p.m.

OPEN FORUM

There was none.

APPROVAL OF AGENDA

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

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

APPROVAL OF MINUTES

Motion by Commissioner Wise, seconded by Vice Chair Ramsey to approve the following minutes:

Regular Meeting Minutes dated February 1, 2011
Regular Meeting Minutes dated February 22, 2011
Regular Meeting Minutes dated March 15, 2011

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

HRA BUSINESS

Case #1: Consider Extension to Purchase Agreement – Suite Living

HRA Executive Director Nelson reviewed the staff report.

Motion by Commissioner McGlone, seconded by Commissioner Wise, to approve the proposed amendment.

Further discussion: Commissioner Elvig commented it is well known that financing is a challenge in this economy. If there are ways the Council and HRA can assist developments, they should be brought forth. The Council and HRA would like to help to get development projects together when possible.

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

Case #2: Consider Proposed Amendment to Purchase Agreement – The Residence at The COR

HRA Executive Director Nelson reviewed the staff report.

Public Works Director Olson explained in January, when Staff suggested this item move forward and the plan would be submitted to the State to capitalize on the grant, it was anticipated the request for bids would be considered at this meeting. It was also anticipated that the contract would be awarded May 31. In light of this request to move the “cancel by” date, it is proposed to move the previously mentioned dates accordingly. With the new proposed schedule, the construction would start in July, and there is a good chance of completing by the end of the season, and without additional cost. The final completion will be about June 2012.

Commissioner Tossey questioned if the bids are opened on May 10, would it affect the grant money.

Public Works Director Olson responded the authorization to get bids would open May 10, not the bids. The bids would be opened after June and the contract would be awarded at the end of June.

Motion by Vice Chair Ramsey, seconded by Commissioner McGlone, to approve the proposed amendment to the purchase agreement.

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

Case #3: Review 2011 and Projected 2012 HRA Budget

HRA Executive Director Nelson reviewed the staff report.

Commissioner Elvig inquired if a policy discussion should take place regarding the use of any revenues that may come back to the City including deciding at what point the monies would be declared excess dollars.

Ms. Nelson indicated there is a framework in place and offered to bring it back for the HRA's review.

COMMITTEE REPORTS

HRA Executive Director Nelson reviewed the Developer Manager Report. She explained the team became aware of a Northstar Transit Development Tour planned for May 5 by Sherburne County. The County asked the City of Ramsey to participate in this tour. One representative from the City is allowed on the tour bus. It will leave downtown about noon and go to Big Lake. It will then go back downtown, and stop at rail stations along the way. The City can have three representatives at the end of the tour in Big Lake. The tour is directed toward real estate developers and brokers.

Discussion took place on whether the City could have some kind of display in place when the bus tour stopped in Ramsey.

Ms. Nelson mentioned the new Pylon Sign is being completed. Some of the electrical work was assessed earlier in the day. Fieldwork will begin in the next few weeks.

Development Manager Lazan noted the design of the sign was changed slightly with more maroon color on the top. He said he met at the sign manufacturer and chose the final textures.

EXECUTIVE DIRECTOR'S REPORT

None.

COMMISSIONER INPUT

None.

ADJOURNMENT

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

Motion carried.

The regular meeting of the Housing and Redevelopment Authority adjourned at 8:09 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.

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

The Housing and Redevelopment Authority conducted a special meeting on Tuesday, April 19, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: Chairperson David Jeffrey
 Commissioner Jeffrey Wise

Also Present: City Administrator Kurtis G. Ulrich
 Executive Director Heidi A. Nelson
 Public Works Director Brian Olson
 Development Manager Darren Lazan

CALL TO ORDER

Vice Chair Ramsey called the special meeting of the Housing and Redevelopment Authority to order at 8:50 p.m.

OPEN FORUM

There was none.

APPROVAL OF MINUTES

None.

APPROVAL OF AGENDA

Motion by Commissioner Elvig, seconded by Commissioner McGlone, to approve the agenda as submitted.

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

HRA BUSINESS

Case #1: Update on Financing for The Residence at the COR – Flaherty and Collins

Deputy City Administrator Nelson reviewed the staff report.

Development Manager Lazan reviewed the history of the project. He noted the latest extension pushed the project to a June start. However, the hard loan may be able to slide, and the struggle for financing continues.

David Flaherty, Flaherty and Collins, stated he is still excited about this deal. He said they have been working on financing for 1.5 years. He reviewed the projects they have done in the past, and noted they are doing well. He stated when discussions first began regarding this project; it was well received because it is on a train stop. The fact that the train stop is not here is an issue to deal with. While there still seems to be some excitement, there are discouraging and frustrating speed bumps. He noted there is a concern whether this market can absorb that many units. He said they have worked harder to get construction financing on this deal than any other. His company has offered to put in \$1 million of its money to expedite the search for financing. If loans cannot be paid, he will be at risk of losing everything personally. He emphasized his belief in this project.

Development Manager Lazan pointed out a lot of options have been considered and exercised. It is a question now of how urgent it is that this starts in June. He requested opinions on the project.

Commissioner Backous expressed concern regarding the idea that the City should be credited for being on the rail stop. He questioned whether anyone would want to spend a lot on a luxury apartment next to the train due to the noise.

Mr. Flaherty stated being on a rail stop is universally thought of as a good thing as gas prices go up and population grows. This would be the only project of theirs in the metro area where the tenant could walk out of their apartment under a covering to the rail stop. He said their construction of the building would keep the sound of the train out.

Executive Director Nelson clarified the June 30 date on the TIF legislation provided the greatest flexibility. If it turns out that has to be the deadline, those involved believe it can be reached.

Mr. Flaherty indicated they have a set of rules to follow if they have to close by June 30. If it is not June 30, and the TIF and the ramp are still in motion, the next threshold is whether it can still be started this year. If that doesn't happen, they may look at starting a year from now. He stated the longer the wait, the lesser amount of financing help they would need. However, if they have to wait until next year, he could not say for sure it would get done. He stated if the TIF, ramp or rail were lost, it would mean their project would be lost.

Public Works Director Olson stated there are no guarantees with the rail station, but the City is working toward it. He noted the project cannot be delayed later than June 28 without enduring \$300,000 or more in winter construction.

Commissioner Elvig asked if Mr. Flaherty is confident he can raise the equity.

Mr. Flaherty replied he knows that if he does have a deal, he can raise the equity. He said he is a little unsure of the lenders because of how they have responded so far.

Commissioner Backous stated his concern of building a bigger ramp than is needed. He said he would rather have a purpose for it first. He preferred to not take a chance of building the ramp without this project.

Commissioner Ramsey explained the addition will be constructed so something can be added to it, whether that is Flaherty Collins or something different. He stated he is almost sure the train station will happen.

Public Works Director Olson stated the schedule was to authorize and advertise for bids in May and to open the bids June 21. It was decided that along with this schedule, the financing would be in place by June 1. If the State funds do not come in by June 1, that dictates how the funding will come in. He asked if this provides enough comfort to move forward with the ramp, as long as it was definite that the funding would be available.

Mayor Ramsey pointed out the legislature will be finished by then, so the City will know the outcome by then. He stated the City does have a good chance for the CTIF funds if the State funds are not available.

Commissioner Elvig pointed out Ramsey has the second highest ridership on the train, and there are no residences along the way and no train stop.

Commissioner Tossey stated he would not put out bids for the ramp unless there is funding.

Councilmember McGlone stated everything is interrelated including the train stop, the ramp, and the developers. This is the fastest growing corridor in the State already. There will be more developers waiting to build. He stated the City needs to find a way to keep the momentum going.

Councilmember Backous stated he would feel more comfortable about the parking ramp if there was funding for the train.

Public Works Director Olson pointed out almost half the ramp would be allocated to transit use.

Councilmember Tossey stated he would still disagree. He noted he would be willing to explore the building of a train stop, but he felt the ridership wouldn't be high enough to warrant the ramp. There is empty space in there now. He explained without Flaherty and Collins taking up some of the need for it, he cannot be ok with funding it.

City Administrator Ulrich emphasized the point that the City has an obligation to businesses to allocate some spaces to them, and the Committee needs to decide what money it wants to use. This is likely the first ramp of having possibly up to three.

Consensus was reached to allow staff to explore options in building onto the ramp.

Case #2: Discuss Northstar Corridor Transit-Oriented Development Tour

Executive Director Nelson reviewed the staff report.

Development Manager Lazan noted the City will be participating in this tour. He requested direction on whether The COR could be a sponsor of this event on May 5.

Ms. Nelson explained the cost is \$300. She noted it would be best if Council and/or Committee members could participate at the event. She explained if anyone wanted to participate, they would be at the (future) train stop in Ramsey and then go to the Friendly Buffalo in Big Lake for a reception.

Mayor Ramsey and Councilmembers McGlone and Elvig agreed to take part.

Consensus was reached to have The COR move ahead with sponsorship.

COMMITTEE REPORTS

None.

EXECUTIVE DIRECTOR'S REPORT

City Administrator Ulrich reported there was a meeting on the Game Fair. Agreement was reached to explore options for promotion of the Game Fair.

COMMISSIONER INPUT

None.

ADJOURNMENT

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

Motion carried.

The special meeting of the Housing and Redevelopment Authority adjourned at 10:43 p.m.

Respectfully submitted,

Heidi A. Nelson
HRA Executive Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Chris Moksnes
TimeSaver Off Site Secretarial, Inc.

HRA Regular Session

5. 1.

Meeting Date: 05/31/2011

By: Tim Himmer, Engineering/Public Works

Title:

Consider Award of Contract for City Improvement Project #9-24; COR Wetland Mitigation

Background:

Ramsey Town Center LLC had a wetland mitigation plan approved by the LRRWMO in October of 2005. That plan allowed for 4.05 acres of wetland impacts in Ramsey Town Center (RTC), requiring 8.10 acres of mitigation; portions of which have been implemented to date. The HRA is now the master developer of the COR (formerly RTC), and staff has been working with our consultant URS and the LRRWMO for the past year and a half to bring the project wetland impacts into compliance with the approved plan. Attached is a map illustrating the original mitigation plan for the COR project.

The Charter School Wetland and the NW Wetland have been graded to establish wetland hydrology, but still require vegetation management and monitoring before they can be accepted as mitigation. The WNW wetland was proposed to be expanded and enhanced under the original permit, and was to remain on the site as part of the greenway corridor through the development. With the evolution of the COR it is anticipated that this western portion of the site will be re-guided and utilized for a big box type of use, and include the establishment of a larger water feature/lake.

Based upon HRA direction in February of 2010 staff negotiated a revised permit with the LRRWMO to include implementation of a vegetative establishment and monitoring plan for the Charter School and NW Wetlands, and the purchase 105,602 S.F. of off-site wetland banking credits in lieu of creating the WNW mitigation area enhancements (thereby opening up additional developable land in the NW corner of the COR). See attachment for the revised permit requirements.

On June 1, 2010 the HRA directed staff to finalize the process of revising the mitigation permit with the LRRWMO, and concurrently investigate the option of calling on the bond from the previous development team that secured the original permit. The revised permit was accepted by the LRRWMO in September of 2010, and correspondence was exchanged with the bonding company beginning in October. Staff met with representatives of the bonding company in December of 2010 and negotiated a settlement agreement in the amount of \$59,000 to perform the revised on-site mitigation work based upon the new permit requirements; the NW and Classroom wetlands. The City was required to purchase the off-site banking credits, which was completed prior to the end of the 2010 calendar year in the amount of \$50,609.76, but any money left over following implementation of the on-site mitigation work can be used to reimburse the funds used for the banking credit purchase.

Observations:

On January 11, 2011 the HRA authorized staff to execute two agreements; one with the bonding company formalizing the settlement agreement referenced above, and the second with the LRRWMO accepting the requirements of the outstanding permit obligations. At that meeting they also authorized staff to negotiate an amended contract with URS, in an amount not to exceed \$25,000, for design and monitoring services under the terms of the revised wetland mitigation permit that the HRA has now assumed. Staff executed a contract with URS in the amount of \$6,300 on March 15, 2011 for the design and preparation of plans and specifications for soliciting proposals to complete the required wetland mitigation.

On May 17, 2011 the HRA authorized a contract with the ANTEA Group, in the amount of \$13,197, to provide implementation oversight and inspections for the required Wetland Conservation Act (WCA) monitoring and reporting to complete the permit. Plans and specifications for the wetland implementation project were distributed to contractors for quotes, and they were received and tabulated on May 23, 2011 (see attached).

Recommendation:

Staff recommends award of contract to Sandstrom Land Management in the amount of \$18,170.00 to perform the required wetland mitigation requirements to satisfy the COR wetland mitigation.

Funding Source:

Funding for this project will come from the bond settlement payment that was previously accepted by the HRA.

Council Action:

Motion to approve Resolution 11-05-XXX awarding a contract for City project #09-24, COR Wetland Mitigation to Sandstrom Land Management in the amount of \$18,170.00.

Attachments

Original Mitigation Plan

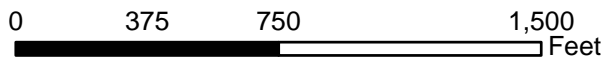
Revised Mitigation Plan



Bid Tabulation

Resolution

Form Review

Inbox	Reviewed By	Date
Heidi Nelson	Heidi Nelson	05/26/2011 11:31 AM
Form Started By: Tim Himmer		Started On: 05/20/2011 08:17 AM
	Final Approval Date: 05/26/2011	



-  Impacted Wetland*
-  Pre-Existing Mitigation Wetland**
-  Mitigation Wetland**
-  Existing Wetland**

*Development Allowed


**No Development Allowed

Alternative A - Ramsey Town Center

Follow Original Replacement Plan



0 375 750 1,500 Feet

-  Existing Wetland
-  Pre-Existing Mitigation Wetland
-  Mitigation Wetland

Existing Wetlands Ramsey Town Center

The COR at Ramsey - Wetland Mitigation Bid Sheet Summary - May 23, 2011

Live Plants - plugs	Quantity	Sandstrom	MNL	PRI	AES	Engineers Est.
Amorpha canadense	200	200.00 3	180.00 1	200.00 3	198.80 2	200.00
Asclepias tuberosa	200	200.00 3	180.00 1	200.00 3	198.80 2	200.00
Liatris aspera	200	200.00 3	180.00 1	200.00 3	198.80 2	200.00
Liatris punctata	200	200.00 3	180.00 1	200.00 3	198.80 2	200.00
Ratibida pinnata	200	200.00 3	180.00 1	200.00 3	198.80 2	200.00
Tradescantia occidentalis	200	200.00 3	180.00 1	200.00 3	198.80 2	200.00

Live Plants - 4" pots	Quantity					
Sagittaria latifolia	500	1,875.00 3	1,250.00 1	2,500.00 4	1,750.00 2	1500.00
Scirpus validus	200	750.00 3	500.00 1	800.00 4	700.00 2	750.00

Seed Mixes	Volume (lbs PLS)					
BWSR W1	4	960.00 3	772.00 1	800.00 2	1,260.00 4	750.00
BWSR W3	5.5	660.00 3	489.00 1	495.00 2	770.00 4	500.00
BWSR W8	4.5	720.00 3	594.00 1	630.00 2	787.50 4	750.00
BWSR U5	19	475.00 4	247.00 1	304.00 2	399.00 3	300.00

Mulch	Volume (tons)					
Clean Straw	5.2	780.00 2	728.00 1	1,300.00 3	1,372.80 4	1,000.00

Site Preparation						
Removal of existing vegetation, soil preparation		4,250.00 1	4,750.00 3	12,600.00 4	3,945.00 2	4,000.00

Installation						
Planting of seed, plants, and mulch		3,500.00 1	4,650.00 2	7,200.00 3	19,313.04 4	6,250.00

Maintenance						
Mowing, spraying, hand weeding, etc.		3,000.00 1	11,315.00 4	8,100.00 2	8,162.00 3	8,000.00

18,170.00 1	26,375.00 2	35,929.00 3	39,652.14 4	25,000.00
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Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #11-05-XXX

RESOLUTION AWARDING A CONTRACT FOR CITY IMPROVEMENT PROJECT #09-24; COR WETLAND MITIGATION

WHEREAS, on January 11, 2010 the Ramsey Housing and Redevelopment Authority ordered Improvement project 09-24; COR Wetland Mitigation, called for the preparation of plans and specifications, and authorized a request for proposals to solicit quotes and

WHEREAS, pursuant to the request for proposals for Improvement 09-24; COR Wetland Mitigation, quotes were received, opened and tabulated according to law; and

WHEREAS, the following is a summary of the bids that were received:

<u>Contractor</u>	<u>Bid</u>
Sandstrom Land Management	\$18,170.00
Minnesota Native Landscapes	\$26,375.00
Prairie Restorations, Inc.	\$35,929.00
Applied Ecological Services, Inc.	\$39,652.14
Engineer's Estimate	\$25,000.00

WHEREAS, Sandstrom Land Management is the lowest responsible bidder.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

- 1) That the Mayor and City Administrator are hereby authorized and directed to enter into a contract with Sandstrom Land Management for Improvement Project 09-24; COR Wetland Mitigation in the amount of \$18,170.00, and
- 2) That the City Engineer is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 31st day of May 2011.

Mayor

ATTEST:

City Clerk

HRA Regular Session

5. 2.

Meeting Date: 05/31/2011**By:** Aaron Backman, Administrative
Services

Title:

Comparison of HRA/EDA Powers and Responsibilities

Background:

At the joint City Council-EDA meeting on April 14, 2011, the City Administrator brought up the idea of having a comparison of powers and responsibilities between the Ramsey Housing & Redevelopment Authority (HRA) and the Ramsey Economic Development Authority (EDA). This comparison was presented by the Economic Development/Marketing Manager at the regular Ramsey EDA meeting on May 12, 2011 meeting.

Cities have authority to aid and cooperate in the planning, construction, or operation of economic development, and housing and redevelopment projects. These can be done through various government organizations. The predominant method of delivering and administering housing and redevelopment programs in Minnesota is through a legal public entity, accountable to city government. Since 1947 a city in Minnesota may establish this public agency, often a Housing and Redevelopment Authority (HRA) (MN Stat. 460.001 to 469.047), of which there are more than 230 in Minnesota. An HRA is a public corporation with power to undertake certain types of housing and redevelopment or renewal activities. While state legislation conveys authority for HRAs in each City, it is up to the City Council to formally establish an HRA before it can do business and use its powers. Frequently HRAs are the affordable housing entity that provides decent and safe rental housing for eligible low-income families, the elderly and persons with disabilities. HRA activities can lead to reinvestment in commercial neighborhoods through acquisition, demolition and rehabilitation.

In 1986 the Minnesota Legislative passed legislation (MN Stat. 469.090 to 469.1082) authorizing cities to establish formal Economic Development Authorities (EDAs) to promote local economic growth. An EDA is a legal entity created by a City to facilitate a well-rounded development program by taking advantage of some of the port authority powers and all of the HRA powers. By combining these powers, community leaders are able to create flexible business assistance and development programs. EDAs are allowed to buy and sell property, make loans and grants to businesses, provide loan guarantees and to sell bonds.

Attached is a comparison between the two bodies in terms of purposes, governing body, and activities.

Observations:

Informational document.

Recommendation:

The Ramsey EDA supported presenting this information to the City Council.

Funding Source:

N/A

Council Action:

No action is required at this time.

EDA-HRA Comparison

Form Review

Inbox
Heidi Nelson

Reviewed By
Heidi Nelson

Date
05/26/2011 11:43 AM
Started On: 05/24/2011 05:16 PM

Form Started By: Aaron Backman

Final Approval Date: 05/26/2011

COMPARISON OF HRA AND EDA ENTITIES IN MINNESOTA

Cities have authority to aid and cooperate in the planning, construction, or operation of economic development, redevelopment and affordable housing projects. These can be done through various government organizations. The predominant method of delivering and administering housing and redevelopment programs in Minnesota is through a legal public entity, accountable to city government. Since 1947 a city in Minnesota may establish this public agency, often a Housing and Redevelopment Authority (HRA) (MN Stat. 460.001 to 469.047), of which there are more than 230 in Minnesota. An HRA is a public corporation with power to undertake certain types of housing and redevelopment or renewal activities. While state legislation conveys authority for HRAs in each City, it is up to the City Council to formally establish an HRA before it can do business and use its powers. In addition to carrying out redevelopment efforts, HRAs are often the affordable housing entity that provides decent and safe rental housing for eligible low and moderate income families, the elderly and persons with disabilities. HRA activities can lead to reinvestment in commercial neighborhoods through acquisition, demolition and rehabilitation.

In 1986 the Minnesota Legislative passed legislation (MN Stat. 469.090 to 469.1082) authorizing cities to establish formal Economic Development Authorities (EDAs) to promote local economic growth. An EDA is a legal entity created by a City to facilitate a well-rounded development program by taking advantage of various powers granted to other development entities, including port authorities and HRAs. By combining these powers, community leaders are able to create flexible business assistance and development programs. EDAs are allowed to buy and sell property, make loans and grants to businesses, provide loan guarantees and to sell bonds, subject to various limitations and conditions.

Housing Redevelopment Authorities

HRAs have two missions: to identify, eliminate and prevent the emergence of blight; and to facilitate development of housing affordable to low and moderate income persons. A blighted area is one with buildings and areas that are detrimental to the health, safety and welfare of the community because of dilapidation, obsolescence, and certain other factors. The HRA may then provide for improvements or redevelopment of these areas through a redevelopment plan. Regarding, affordable housing, the HRA determines what income limits are “low and moderate” (though many state and federal programs also set limits). HRAs may then take any action to facilitate, or even construct and own, housing for income-eligible persons. The area of

Economic Development Authorities

The overall purpose of an EDA is to promote economic development, using some specific powers granted to EDAs (some of which are similar to port authority powers), as well as all the powers of an HRA and of a city under the municipal development district statute. EDAs may exercise powers in an “economic development district”, or may create redevelopment projects or housing development projects (acting as an HRA) or development districts (acting as a city). In other words, an EDA can act as an HRA as well as use broader powers to stimulate economic development that is not directly related to either blight or affordable housing.

operation of a city HRA is the corporate limits of the City.

Governing Body:

Activities are controlled by a board of commissioners. An HRA consists of five commissioners who are residents of the city. The Mayor appoints and the Council approves the members who serve five-year, staggered terms. City Councilmembers often serve on the HRA. The entire membership of an HRA may consist of councilmembers. The City Council must approve broad “redevelopment plans” for projects, but otherwise most HRA activities do not require council approval (unless that is required by some other statute, such as approval of TIF Plans under the TIF Act).

An HRA is a separate political subdivision; it is not just part of the City. The HRA does have the power to levy a tax (with a specified limit), which is separate from the City tax levy, though the City Council must approve that levy.

Activities:

1. May establish a redevelopment project for the elimination and prevention of blighted areas.
2. Acquire real or personal property for activities related to projects. May sell its lands and properties to private or public parties.
3. May provide for the administration of a commercial building loan program to preserve small-sized buildings in its district.
4. May sell real or personal property, including the use of eminent domain, for project-related purposes (though 2006 reform severely limits this power).
5. May act as federal government agent in carrying out provisions of Municipal Housing and Redevelopment Act.
6. May exercise the powers granted to

Governing Body:

EDA is created through an enabling resolution written and approved by City Council. The City Council can choose to serve as the EDA Board of Commissioners or create a board composed of a cross-section of the community. If non-council members sit on the Board, the size must be 3, 5, or 7 Commissioners appointed by the Mayor with the approval of City Council. If the Board has 3 members, at least one must be a City Council member; if the Board has 5 or 7 members, at least 2 must be City Council members. Board members serve for six-year terms, or their term as Councilmembers if they are on the City Council.

The City Council may control the activities of the EDA by limiting its powers under the enabling resolution and through the annual approval of the EDA budget.

Activities:

1. Acquire property for creation of economic development districts.
2. Sell or lease land whether by private or public means.
3. Carry out EDA law to develop and improve land within the district. The EDA may make any necessary arrangements to make land suitable for development.
4. Exercise eminent domain (subject to severe limits of 2006 reform).
5. Enter into contracts for the purpose of economic development.
6. Purchase all materials needed to carry out development.
7. May make loans to a business, a for-profit or nonprofit organization, or an individual. The loan must be for an authorized purpose (e.g., carry out economic development).

- redevelopment agencies under Minn. Stat. §§469.152 to 469.1651
7. Provide relocation payments and assistance in accordance with federal guidelines.
 8. May make loans to carry out redevelopment or affordable housing mission.
 9. May issue revenue bonds secured by specified revenues; may issue bonds secured by City's full faith and credit (and without election) only for certain HRA-owned affordable rental housing projects, with City Council approval and subject to certain limits.
 10. May become member or shareholder in LLP, LLC or corporation for purpose of carrying out housing and housing development projects.
 11. May levy tax for redevelopment or affordable housing programs, with Council approval, and not to exceed .0185 percent of market value in the City. This tax is outside City levy limits.
 12. May employ staff and an executive director.
 8. Engage in research to determine factors of specified development projects.
 9. May be a limited partner in a partnership whose purpose is consistent with the EDA's purpose.
 10. May invest in certain small businesses by providing equity and venture capital, subject to certain limits.
 11. May employ staff and an executive director.
 12. May request the City to levy tax for the EDA, not to exceed .01812 percent of market value in the City; this tax is *within* City levy limits (if any apply).
 13. EDA may also use its HRA powers, and levy the HRA tax for redevelopment and housing purposes, as described under the HRA summary; again, with Council approval. This tax is outside City levy limits.
 14. May issue revenue bonds secured by specified revenues. May issue GO bonds secured by City full faith and credit only with election, and with Council approval.