

**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.