

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

The Housing and Redevelopment Authority conducted a regular meeting on Tuesday, October 11, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present:                       Deputy City Administrator/HRA Exec. Dir. Heidi A. Nelson  
  City Administrator Kurtis Ulrich  
  Public Works Director Brian Olson  
  Economic Development/Marketing Manager Aaron Backman  
  Senior Planner Tim Gladhill  
  City Engineer Tim Himmer  
  Development Manager Darren Lazan  
  City Attorney William Goodrich

**CALL TO ORDER**

Chairperson Elvig called the regular meeting of the Housing and Redevelopment Authority to order at 9:21 p.m.

**OPEN FORUM**

There was none.

**APPROVAL OF AGENDA**

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

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

**APPROVAL OF MINUTES**

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

Regular Meeting Minutes dated September 13, 2011

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

**HRA BUSINESS**

**Case #1: Designate Executive Director as HRA's Representative to the RTC Master Association**

Executive Director Nelson reviewed the staff report. She noted all the property owners that attended the recent meeting are members of the general association. She said it was a cooperative meeting and they are moving forward. The members want to come to an agreement on voting and member rights. Executive Director Nelson explained the residential associations as they exist today are provided one vote. They were invited; however, they did not attend. She indicated the first priority is to come to an agreement on what membership is, and from there, the voting rights and purpose of the association will be determined.

Commissioner Ramsey suggested scheduling a work session.

Executive Director Nelson explained she wanted to see how the initial meeting went. If it appears there is no way to come to an agreement on voting and membership rights, it will have to be taken another direction. She said she would prefer to see how the meeting goes tomorrow night, and have the attorneys attend; then it could be brought to a work session.

Motion by Commissioner Ramsey, seconded by Commissioner Tossey, to designate the HRA Executive Director as the HRA's representative to the RTC Master Association.

Further discussion: Commissioner McGlone asked if the HRA can sell a property. Executive Director Nelson stated it can and it would have to deal with the encumbrance on the title. The issues on the table for the meeting tomorrow are membership and voting rights. The declaratory judgment wouldn't impact what the association does or does not do.

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

Motion by Commissioner Ramsey, seconded by Commissioner Wise, to designate HRA's legal counsel Tom Bray of Briggs and Morgan to represent the HRA with regard to matters concerning the RTC Master Association.

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

**Case #2: Consider Additional Bannering and Holiday Lighting for Upcoming Events**

Development Manager Lazan reviewed the staff report.

Commissioner Ramsey questioned if there are limitations by the City Code and if this would be allowed if it was a private ramp. He said he considered the lighting unnecessary.

Executive Director Nelson explained this use would fall into the temporary signage part of the code. She noted the signage allotment on the ramp is not being exceeded.

Commissioner Tossey stated he preferred to not spend \$5,000 on signs but would support the lighting.

Commissioner Strommen questioned whether more or new businesses would be added to the banners.

Development Manager Lazan responded the businesses are currently being listed free of charge. The City is promoting the new businesses to show the activity in the City but if there are 100 more banners, consideration should be given to add information to them. He noted the freestanding construction signs previously approved by the Commission cost \$800 each. He deferred in ordering the second sign in anticipation of considering the proposed signs for \$250 each.

Commissioner Strommen stated she preferred to be fair to businesses in adding them to the banners. She asked if things change, would the banners be rotated out. Commissioner Strommen indicated she would support holiday lights to create a festive atmosphere in favor of banners.

Commissioner Backous suggested that approving parts of this proposal would be better than voting no on the entire package.

Commissioner Wise stated any new business must be bannered.

Chairperson Elvig agreed that holiday lighting is a nice idea.

Commissioner McGlone suggested offering businesses the chance to buy a strand of lights for a tree, or a similar program. He agreed to approach organizations to start this program.

Commissioner Backous questioned whether the banners really advertise businesses.

Development Manager Lazan answered the intent of the first round of banners was that closer to build out there would be three full sets. The first round was to recognize businesses are here. There is not much benefit to each specific business, but it reinforces that there is activity in the City and supports the overall identity of the property. The initial idea was to get 50 banners ready for the VA ground breaking. This concept would eventually carry into the Special Services District.

Chairperson Elvig commented he was not excited about the bannering and would like to see some revenue come in.

Commissioner Strommen felt if there are 50 or 100 banners with a few new names, the public would likely not notice. She is not sure it is the best way to stay within the budget but felt the lighting proposal is great.

Motion by Commissioner Ramsey, seconded by Commissioner Backous, to approve the proposed budget for the installation of two banners and holiday lighting based on the earlier discussion.

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

Discussion: Commissioner McGlone raised the issue of removing the flexible signs on the ramp for the License Center. He also noted the sign at the Holiday Station should be removed. Development Manager Lazan responded there has been a lot of discussion with the sign company in the last few weeks relating to a number of challenges. He said he was assured they will be complete by November 4.

**Case #3: Consider Offer to Purchase Land – Sunwood Drive and Ramsey Boulevard**

City Attorney Goodrich noted that this meeting can move into closed session to discuss purchase prices.

Motion by Commissioner Wise, seconded by Commissioner Ramsey, to move to closed session.

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

The Special HRA meeting moved into a closed session at 10:05 p.m.

The Special HRA meeting was reopened to the public at 10:35 p.m.

Development Manager Lazan noted the Commission reviewed an offer to purchase land at Sunwood Drive and Ramsey Boulevard. Direction was received to move forward on an agreement with terms and prices.

**COMMITTEE REPORTS**

None.

**EXECUTIVE DIRECTOR'S REPORT**

HRA Executive Director Nelson noted the following:

The Commission received the extension fee from Toti/Suite Living. The planned closing date is November 1.

The grand opening for the VA Clinic is Friday, November 11 at 1:00 p.m.

The tentative Rail Station celebration is November 16; and staff is waiting on confirmations.

The Falls Café will open in the next few weeks and offer breakfast, lunch, and dinner.

City Administrator Ulrich noted the ACCRA has approved the agreement with Ramsey for the rail.

Development Manager Lazan stated he attended the ICSC in Chicago partly on Ramsey's behalf. He said the show was relatively quiet, there were not as many retailers as he had hoped, but he reconnected with people and reminded them of Ramsey.

Development Manager Lazan noted there were people in the City on tour last week. In addition, there were some site assessments from several Commissioners.

#### **COMMISSIONER INPUT**

None.

#### **ADJOURNMENT**

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

Motion carried.

The regular meeting of the Housing and Redevelopment Authority adjourned at 10:40 p.m.

Respectfully submitted,

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Heidi Nelson  
HRA Executive Director

ATTEST:

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Jo Ann M. Thieling  
City Clerk

Drafted by Chris Moksnes  
*TimeSaver Off Site Secretarial, Inc.*