

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

The Housing and Redevelopment Authority conducted a special meeting on Tuesday, November 24, 2009, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:           Chairperson John Dehen  
                                  Commissioner David Elvig  
                                  Commissioner Matt Look  
                                  Commissioner Colin McGlone  
                                  Commissioner Bob Ramsey  
                                  Commissioner Jeffrey Wise

Members Absent:           Commissioner David Jeffrey

Also Present:               City Administrator Kurtis G. Ulrich  
                                  Deputy City Administrator Heidi A. Nelson  
                                  Planning Manager Amber Miller  
                                  City Attorney Bill Goodrich  
                                  Finance Officer Diana Lund  
                                  Economic Development Coordinator Sean Sullivan  
                                  Darren Lazan, Landform

**CALL TO ORDER**

Chairperson Dehen called the regular meeting of the Housing and Redevelopment Authority to order at 9:32 p.m.

**OPEN FORUM**

There was none.

**APPROVAL OF MINUTES**

Motion by Commissioner Look, seconded by Commissioner McGlone, to approve the following minutes:

Regular Meeting Minutes dated October 6, 2009  
Special Meeting Minutes dated October 13, 2009

Motion carried. Voting Yes: Chairperson Dehen, Commissioners Look, McGlone, Elvig, Ramsey and Wise. Voting No: None. Absent: Commissioner Jeffrey

## **APPROVAL OF AGENDA**

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

Motion carried. Voting Yes: Chairperson Dehen, Commissioners Look, McGlone, Elvig, Ramsey and Wise. Voting No: None. Absent: Commissioner Jeffrey.

## **HRA BUSINESS**

### **Case #1: Discussion of Responses received to the Request for Qualifications (RFQ) for Development Services for Town Center**

Planning Manager Miller reviewed the staff report.

Chairperson Dehen expressed concern about Landform wanting to be in a development capacity as well as guiding development in a partnership capacity. He saw a potential conflict and he had an issue with the dual roles.

Commissioner Elvig agreed it was a concern, but the City had asked Landform to take a smaller role and now it was their opportunity to take a larger role.

Commissioner Wise noted there were also advantages to the City with Landform's relationships and what could be brought to the table.

Motion by Commissioner Elvig, seconded by Commissioner Ramsey, to schedule interviews for December 15, 2009 for the respondents recommended by staff.

Motion carried. Voting Yes: Chairperson Dehen, Commissioners Elvig, Ramey, Look, McGlone, and Wise. Voting No: None. Absent: Commissioner Jeffrey.

### **Case #2: Review Steering Committee Role in Development Process**

Planning Manager Miller reviewed the staff report.

Chairperson Dehen stated he liked the idea of the Steering Committee having involvement, but it was a public meeting and he was concerned about confidentiality.

Planning Manager Miller suggested not using the name of the business but only using a description of what the business does. She stated all that would be going to the Steering Committee at that level would be a concept plan.

Discussion was held regarding the Town Center Task Force and the Steering Committee roles.

City Administrator Ulrich recommended the Town Center Task Force be given a certain number of days to complete their work and then be dissolved. He recommended the Steering Committee

be dissolved after it had completed some of its tasks and a new Committee formed with new tasks. He reviewed the role of the Steering Committee pursuant to the Resolution.

Commissioner Elvig stated the Steering Committee should finish its tasks, make its recommendations, and then move forward.

Commissioners Ramsey, Wise, McGlone, and Look agreed.

Commissioner Look requested copies of the Steering Committee's meeting minutes.

Motion by Commissioner Ramsey, seconded by Commissioner Elvig, to direct the Steering Committee finish their tasks, come back to Council in a month or two with what tasks had been completed and their recommendations, and to see at that time if the Committee has any further tasks Council wants the Committee to complete.

Motion carried. Voting Yes: Chairperson Dehen, Commissioners Ramsey, Elvig, Look, and McGlone. Voting No: Commissioner Wise. Absent: Commissioner Jeffrey.

**Case #3: Discuss Contractor/Developer Teams for Veterans Affairs (VA) Community Based Outpatient Clinic (CBOC)**

Planning Manager Miller reviewed the staff report.

Discussion was held regarding the contractor/development teams and the mixed-use aspect.

Commissioner Ramsey believed JE Dunn had the better presentation, but there were some issues with having to integrate the contractor for the ramp.

Chairperson Dehen also believed JE Dunn had the best presentation.

City Administrator Ulrich stated he had no objection with JE Dunn and their experience which could be helpful considering the short period of time the City had to respond.

It was the HRA's consensus for staff to set up a meeting with JE Dunn and Flaherty & Collins and report back to the HRA as soon as possible.

**CLOSED SESSION**

City Attorney Goodrich stated it was the intent to close the meeting based on MN Statute 13.05, Subd. 3 to determine the asking price for real property to be sold or to consider offers or counter offers. He stated the HRA would be discussing the Ramsey Town Center, First Addition.

Motion by Commissioner Ramsey, seconded by Commissioner Wise, to close the Special HRA meeting to go into closed session to discuss Town Center potential land sales and Pearson Business Park and Town Center potential land transactions.

Motion carried. Voting Yes: Chairperson Dehen, Commissioners Ramsey, Wise, Elvig, Look, and McGlone. Voting No: None. Absent: Commissioner Jeffrey.

The HRA went into closed session at 10:51 p.m.

**Case #4: Discuss Ramsey Town Center Potential Land Sales**

Closed discussion.

**Case #5: Discuss Potential Land Transactions Regarding Pearson Business Park and Ramsey Town Center Area**

Closed discussion.

Motion by Commissioner Ramsey, seconded by Commissioner Elvig, to adjourn the closed meeting.

Motion carried. Voting Yes: Chairperson Dehen, Commissioners Ramsey, Elvig, Look, McGlone, and Wise. Voting No: None. Absent: Commissioner Jeffrey.

The closed meeting was adjourned at 11:35 p.m.

The special meeting was reconvened at 11:35 p.m.

**COMMITTEE REPORTS**

None.

**EXECUTIVE DIRECTOR'S REPORT**

None.

**COMMISSIONER INPUT**

None.

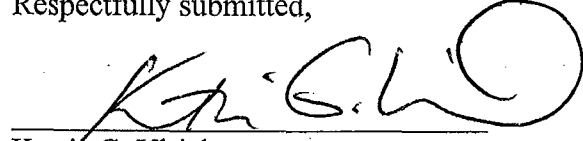
**ADJOURNMENT**

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

Motion carried.

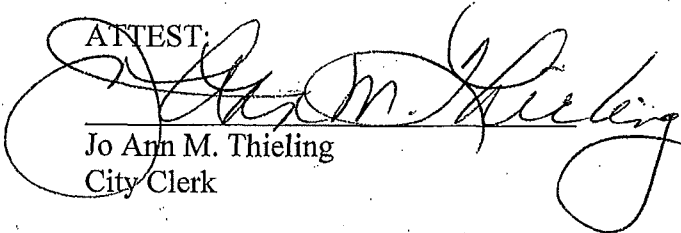
The regular meeting of the Housing and Redevelopment Authority adjourned at 11:35 p.m.

Respectfully submitted,



Kurtis G. Ulrich  
HRA Executive Director

ATTEST:



Jo Ann M. Thieling  
City Clerk

Drafted by Kathy Altman  
*TimeSaver Off Site Secretarial, Inc.*