

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

The Housing and Redevelopment Authority conducted a regular meeting on Tuesday, April 24, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None.

Also Present: HRA Executive Director Kurtis G. Ulrich
 City Engineer Tim Himmer
 Parks Supervisor Mark Riverblood
 Senior Planner Timothy Gladhill
 Planning Intern Patrick Brama
 City Attorney Bill Goodrich
 Development Manager Darren Lazan

1. CALL TO ORDER

Chairperson McGlone called the regular meeting of the Housing and Redevelopment Authority to order at 8:46 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVAL OF AGENDA

Motion by Commissioner Elvig, seconded by Commissioner Ramsey, to approve the agenda as revised to remove Item 5.06, Consider Temporary Walkway Options – Sunwood Drive.

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

4. APPROVAL OF MINUTES

None.

5. HRA BUSINESS

5.01: Consider Approval of Agreement related to the Relocation of Sunwood Drive – City of Ramsey – The Housing and Redevelopment Authority and the City of Ramsey

Development Manager Lazan reviewed the staff report and advised that earthwork was included in the agreement as an option, should materials be readily available.

City Engineer Himmer provided an update on potential options to obtain fill.

Motion by Chairperson McGlone, seconded by Commissioner Tossey, to approve entering into an Agreement with the City of Ramsey for the construction of Sunwood Drive.

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

5.02: Consider Proposal to Complete Platting Necessary in The COR

Development Manager Lazan reviewed the staff report and explained the intent to create parcels only where there are active deals with the remainder being held as outlots for future development. He assured the HRA that flexibility within the property will be maintained to react to the user and/or market.

HRA Executive Director Ulrich stated his support of the proposal as it gets the HRA one step closer to better defining this land and positioning it for sale.

Motion by Commissioner Ramsey, seconded by Commissioner Wise, to approve the proposal from Landform Professional Services and direct the development team to prepare preliminary and final plats necessary to obtain approvals and record.

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

5.03: Adopt Resolution #HRA 12-04-XXX Authorizing Execution of a Pledge Agreement

HRA Executive Director Ulrich reviewed the staff report.

Motion by Commissioner Ramsey, seconded by Commissioner Wise, to adopt Resolution #HRA 12-04-006 Authorizing Execution of a Pledge Agreement.

Further discussion: Development Manager Lazan answered questions of the Commissioners relating to the terms of the agreement and unequivocal guarantee by Mr. Flaherty to personally guarantee both loans in the same fashion. He indicated there has been considerable discussion on additional puts and Mr. Flaherty has indicated his support to do so.

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

5.04: Consider Granting Access and Utility Easement Over Outlot A, COR ONE

Development Manager Lazan reviewed the staff report.

Motion by Commissioner Wise, seconded by Commissioner Ramsey, to approve granting access and utility easement over Outlot A, COR ONE and to enter into a Reciprocal Easement Agreement with Flaherty & Collins regarding the shared access between Lot 3, Block 1, COR ONE and Outlot A, COR ONE.

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

5.05: Consider Letter of Engagement for Legal Services

Development Manager Lazan reviewed the staff report.

HRA Executive Director Ulrich stated staff works with a variety of consultants depending on area of expertise, which is the intent of this consideration and to gain efficiencies.

The HRA acknowledged Attorney Judith Krow and Fabtanske, Westra, Hart, and Thomson have an outstanding reputation related to real estate law and commercial transactions; however, concern was expressed that the work of Ms. Krow had not been covered by an engagement letter and the untimely submittal of the January 21, 2012, invoice for Ms. Krow's work.

Development Manager Lazan explained Ms. Krow had responded to an immediate need and apologized the letter of engagement and invoice were not submitted in a timely manner. It was noted the former HRA Executive Director had authorized the work to be conducted by Ms. Krow due to its immediate nature, the amount was within the budget for legal services, and the hourly rate charged was less than the current rate of Mr. Bray.

The HRA also debated whether the creation of a legal consultant pool should follow the same process undertaken to vet Public Works consultants.

Development Manager Lazan indicated the Management Team can bring forward names of lawyers with real estate expertise if the HRA would like to consider other or additional legal counsel.

Motion by Chairperson McGlone, seconded by Commissioner Elvig, to approve execution of the engagement letter, authorize payment of the outstanding invoice, to continue to utilize the services of Ms. Krow to complete the deal she has been working on, and direct staff to put together a pool of legal counsel to present to the HRA.

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

5.06: Consider Temporary Walkway Options – Sunwood Drive

This item was removed at the request of Development Manager Lazan.

6. EXECUTIVE DIRECTOR’S REPORT

HRA Executive Director Ulrich provided updates on the ICSC, Game Fair and Business Expo booths, planning of future events, and upcoming agenda items.

Development Manager Lazan stated staff is busy assembling documents and preparing for the closing with Flaherty & Collins. He described the upcoming grand opening event.

7. COMMISSIONER INPUT

None.

8. ADJOURNMENT

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

Motion carried.

The regular meeting of the Housing and Redevelopment Authority adjourned at 9:31 p.m.

Respectfully submitted,

Kurtis G. Ulrich
HRA Executive Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.