

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

The Housing and Redevelopment Authority conducted a Special Session meeting on Tuesday, November 20, 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 Ulrich
 Public Works Superintendent Grant Riemer
 Development Services Manager Timothy Gladhill
 Management Analyst Patrick Brama
 Development Manager Darren Lazan
 Interim Engineer Shane Nelson
 Commissioner-Elect Mark Kuzma
 Commissioner-Elect Chris Riley

1. CALL TO ORDER

Chairperson McGlone called the special session meeting of the Housing and Redevelopment Authority to order at 6:54 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVAL OF AGENDA

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

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

4. APPROVAL OF MINUTES

None.

5. HRA BUSINESS

5.01: Approve Reinstatement of Purchase Agreement – West Real Estate / Super America

Development Manager Lazan reviewed the staff report and recommended approval of the amended and reinstated purchase agreement. He noted there are two changes, a \$1,000 reinstatement fee to cover legal costs and to change the timing from December 20, 2012, to January 11, 2013, because only two meetings are scheduled within that time frame.

Motion by Commissioner Ramsey, seconded by Commissioner Tossey, to approve the amended and reinstated purchase agreement with West Real Estate for the purchase of Lot 5, Block 1, COR TWO, subject to review and approval by HRA legal counsel.

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

5.02: Approve Work Order for North Commons Design and Construction Administration

Development Manager Lazan reviewed the staff report and recommendation to approve the amended work order for North Commons. It was noted the interim funding would be a loan from the Landfill Trust Fund to be repaid from land sale proceeds.

Commissioner Elvig left the meeting at 6:57 p.m.

City Administrator Ulrich asked whether this work includes staking and fieldwork throughout the project.

Development Manager Lazan answered in the affirmative.

Motion by Commissioner Ramsey, seconded by Commissioner Wise, to authorize staff to approve the amended work order for North Commons dated November 8, 2012.

Further Discussion: Commissioner Tossey stated he will oppose this motion because he thinks it is not the right thing to do at this time. Commissioner Strommen asked about the hourly rate with this estimate and if it will change over the course of the work order. Development Manager Lazan stated the rate will be the same as in the general contract and stay the same for next year. City Administrator Ulrich stated the schedule of rates is part of the development contract and if it goes over this amount, Development Manager Lazan will need to come back for HRA approval.

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

5.03: Approve Preparation and Submittal of Stormwater Management Plan for The COR

Development Manager Lazan reviewed the staff report.

At the request of Chairperson McGlone, Development Manager Lazan described the stormwater assumptions used for The COR to create a system wide design. He explained that when taking outside assumptions and reworking the Stormwater Management Plan, it results in very large structures and investment in infrastructure that may not be necessary.

Commissioner Elvig returned to the meeting at 7:08 p.m.

Development Manager Lazan completed presentation of the staff report by reviewing contributions to The COR and new criteria for stormwater treatment. He noted the question came up why The COR had to meet the criteria for the new Lower Rum River Water Management Organization's (LRRWMO) Third Generation Plan since this project was approved between its previous Plan and new Plan. He presented the issues under consideration to resolve off-site and on-site issues as well as system and site design requirements. Development Manager Lazan noted the LRRWMO may not require a full study/plan; however, it would be a good idea to have it completed.

Commissioner Strommen clarified the LRRWMO is not interested in micromanaging the project and did not want to force the City to prepare an entirely new Stormwater Management Plan for The COR.

Development Manager Lazan presented the grading plan and goals of the Stormwater Management Plan. He recommended the HRA authorize the work necessary to complete the proposed Stormwater Management Plan for The COR and direct the Development Team to submit the plan for LRRWMO approval.

Commissioner Wise asked if the stormwater fee charged to residents is based on the size of the pipe.

Development Manager Lazan stated that fee is based on the cost of the overall plan, not just the size of one pipe.

Commissioner Wise asked if the stormwater fees have been exorbitantly high.

Development Manager Lazan stated given the pipe sizes he has seen, he would venture that is the case. He noted staff can revisit those assumptions/fees.

Commissioner Elvig asked if the City was building a more or less densified project than anticipated by the last developer.

Development Manager Lazan indicated the project is roughly the same with the biggest disparity in density being in the off-site contributions (60-acre basin to the north of North Commons).

Commissioner Elvig asked why the City would seal off pipes if the project increases stormwater and there is another 60 acres to the north that need to be drained.

Development Manager Lazan stated he is not suggesting filling any pipes. He explained some pipe had to be filled that were clearly not to be used any more and were in the way of projects. He stated the City needs to determine the size of pipe needed before taking out a pipe and putting in a new pipe or continuing a 72-inch pipe that is not necessary. Development Manager Lazan noted that most densification occurs on impervious areas so it does not create additional runoff and is at a one-to-one ratio. He stated it is fair to assume they will handle on-site storm retention and treatment. Then the City can move forward with assumptions in The COR.

Commissioner Ramsey stated the pipes are oversized and to continue to build with 72-inch pipes is not needed and costly.

Commissioner Elvig stated he remembers there was a plan to have some ponding in the North Commons area and because the triangle was difficult to develop it was to be ponding. He recalled they ran out of money and did not like the idea of bringing it across so they wanted to create more holding ponds for infiltration. They abandoned the pipe and now that the City is building in that area, it is forced to run another pipe under the road.

Chairperson McGlone clarified that the triangle piece was slated for medium to high density.

Development Manager Lazan advised that area P41 was not identified as ponding in the 2004 plan but there could have been subsequent changes without updating the plan. He stated he is not looking to upsize the pipe to bring water to the south side of Bunker and thinks it can be downsized since some water can be ponded on the north side.

Commissioner Tossey agreed that the triangle was in the Comprehensive Plan for medium to high density and the retaining pond is to the west, just north of Bunker and East of Armstrong. He stated he is against the development of the triangle because he does not think it is the right time.

Commissioner Ramsey stated there is a huge benefit in getting something on paper and approved by the LRRWMO because if a master plan can be approved, it would not have to be regurgitated. He stated he does not want to spend more money on oversized pipes if they are not needed.

Commissioner Strommen stated she does not think this is a bad idea and there is definite benefit. However, she did not tell the LRRWMO that Ramsey would need to submit a new overall study and it was not required by the LRRWMO. She stated conversations were held at the last few LRRWMO meetings about this project and there was across-the-board appreciation for the predicament Ramsey is in with the old Town Center plan being approved under the Second Generation LRRWMO Plan and the project is now moving through the Third Generation LRRWMO Plan. Commissioner Strommen stated there is language in that Plan for some wiggle room, but she wants it clear since the case report is not clear, what the LRRWMO is and is not requiring because it has not been understood.

Development Manager Lazan stated he agrees with Commissioner Strommen that the case report is written stronger than exists and it is his understanding there was a collaborative effort to put together a Plan and the LRRWMO is not requiring it.

Commissioner Ramsey agreed the LRRWMO has good intentions to work with the City and make things happen. However, the challenge is that soon BWSR and other agencies are involved that influence the LRRWMO and its staff. Commissioner Ramsey stated the Stormwater Management Plan needs to be done properly and approved so there is no ambiguity that causes a problem in the future.

HRA Executive Director Ulrich stated he thinks this Plan will be needed by next spring and recommended the dollar amount be included in the motion.

Motion by Commissioner Ramsey, seconded by Commissioner Wise, to authorize the work necessary to complete the Stormwater Management Plan for The COR at a not to exceed amount of \$15,500 and direct the Development Team to submit the Plan for Lower Rum River Water Management Organization (LRRWMO) approval.

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

6. DEVELOPMENT TEAM REPORT

Development Manager Lazan reported that Flaherty & Collins signed a lease at \$18/square foot with a dentist for the first floor space and submitted a building permit this week.

Development Services Manager Gladhill stated he has not yet seen that building permit.

Development Manager Lazan stated the purchase agreement with Jeff Wise will be back on the agenda in January and McDonald's continues to work through its due diligence. The COR TWO plat will be filed within two weeks, allowing the City to make application for the grant. He stated a pre-construction meeting is scheduled for North Commons. That marketing package has been freshened and staff will be meeting with brokers over the winter months to get more lots under commitment.

HRA Executive Director Ulrich announced the Local Government Officials meeting next Wednesday in Coon Rapids.

Commissioner Wise noted the west property line of his property is an eyesore and maybe the EDA will want to discuss screening or a privacy fence to make it more marketable.

Commissioner Backous asked if any apartments have been leased.

Development Manager Lazan stated there is a long waiting list but they will not do pre-leasing until January.

Chairperson McGlone urged the Council to discuss and create policy relating to a responsibility when the City spends money to reserve a table or registration for a Councilmember who then does not attend.

Commissioner Elvig stated the Councilmembers used to pay for it and then request reimbursement.

Commissioner Strommen agreed it is a concern if a Councilmember commits to attend, it costs the City money, and then the person does not attend.

7. COMMISSIONER INPUT

None.

8. ADJOURNMENT

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

Motion carried.

The special session meeting of the Housing and Redevelopment Authority adjourned at 7:41 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.