Joint Development Authority
Monday, March 7, 2016
Arden Hills City Council Chambers
Minutes
5:30 pm

Present:
Joint Development Authority: Chair David Sand, Commissioner Brenda Holden, Commissioner David Grant, Commissioner Rafael Ortega

Absent was: Commissioner Blake Huffman

Also present: Jill Hutmacher, (Arden Hills); Josh Olson, (Ramsey County)

Roll call taken.

Approval of agenda.

Commissioner Holden requested the JDA have a discussion under New Business regarding the name Rice Creek Commons.

Motion by Commissioner Grant seconded by Commissioner Ortega to approve the agenda as presented. Motion carried.

Approval of February 1, 2016 minutes.

Motion by Commissioner Grant seconded by Commissioner Holden to approve the minutes as presented. Motion carried.

Public Inquiries/Informational

Mark Ruff, Ehlers & Associates, explained he has taken a new position as the Chief Financial Officer for the City of Minneapolis beginning March 28th. He reported he has been with Ehlers for 21 years. He indicated the JDA would now be working with Stacie Kvilvang and Bruce Kimmel, Ehlers. He thanked each member of the JDA and stated the work being done on TCAAP was certainly one of the highlights of his career.

Chair Sand thanked Mark Ruff for his dedicated service to the City of Arden Hills and to the JDA.

Bruce Kimmel introduced himself to the JDA and stated that he looked forward to working with this group.

Commissioner Grant questioned if Mr. Kimmel needed to be formally appointed to the Master Developer Solicitation Selection Committee. Mr. Ruff reported he would be willing to

participate in the Master Developer Solicitation interview process. He recommended Mr. Kimmel be also added to this committee.

Commissioner Ortega requested further information on the interview timeline. Development Director Hutmacher reviewed the proposed timeline for the selection committee and noted that an additional date may be added for JDA interviews.

Commissioner Grant was in favor of the County having one financial person or the other, but not both.

Commissioner Ortega wanted to see Mr. Ruff continue with the selection committee, but that Mr. Kimmel work with him in tandem. He asked how much experience Mr. Kimmel had on the TCAAP project.

Mr. Kimmel commented his participation prior to the last two weeks has been limited, but he was working on getting up to speed. He supported Ehlers having an integrated and unified presence on the committee. He understood that Ehlers was working as the County's financial representative.

Chair Sand asked if the JDA needed to make a formal appointment for Bruce Kimmel to the selection committee.

Commissioner Holden supported either Mr. Ruff or Mr. Kimmel serving on the committee, but not both.

Mayor Grant indicated this was an interesting situation, as two units of government were working together on this committee. He suggested Mr. Kimmel assist with the interviews and that Mr. Kimmel and Mr. Ruff collaborate on the recommendation.

Chair Sand was in favor of either or as well.

Commissioner Ortega could support this recommendation as well.

Motion by Commissioner Holden seconded by Commissioner Grant to table action on this item to the April 4, 2016 JDA meeting. Motion carried.

Consent Agenda
None

Old Business
None

Public Hearing
None

New Business

Rice Creek Commons

Commissioner Holden believed there was a disconnect between Rice Creek Commons and the City of Arden Hills. She commented she has received 47 calls from individuals questioning if Rice Creek Commons was in Arden Hills. She explained that Rice Creek Road was in New Brighton, and Rice Creek Parkway and Rice Creek Trail were in Shoreview. She thought that there was no key factor to identify Rice Creek Commons with Arden Hills. She understood the County brought this name forward for marketing purposes. She wanted to have the JDA find a tagline for this development.

Commissioner Grant indicated Rice Creek was a name used for the general area. He wanted to see the site's name, whether TCAAP or Rice Creek Commons integrated into the rest of the community. He did not want to see the development become a separate appendage from the remainder of Arden Hills. He feared Rice Creek Commons would be seen as a city unto its own or be viewed as an extension of Shoreview. He feared the current name was problematic. He understood the County developed the Rice Creek Commons name for marketing purposes, however, he suggested a new name be entertained or that the name be somehow integrated into the remainder of Arden Hills.

Chair Sand proposed the interviewing process include a question on how future developers would name and localize the site. This would remove the burden from the City and County. He stated it would be difficult to get comment from Ramsey County staff this evening given the fact Administrator Director Worthington was not present.

Commissioner Ortega recommended this item be further discussed in April.

Staff Report – Solicitation Update

Josh Olson explained staff was gearing up for the solicitation deadline on Wednesday, March 9th. He indicated that the names of the proposers would be read and the documentation would be forwarded to the members of the solicitation review committee. Mr. Olson reported that at this time there were 57 plan holders, which was a healthy response to the solicitation. He believed there was an opportunity for these plan holders to team up on the project. He reviewed statistics on how many people have been sent or viewed information on the solicitation. He discussed a list of questions that have been received from solicitors to date.

Chair Sand appreciated the thoughtful list of questions that had been provided by solicitors. He questioned how many of the solicitors were from the State of Minnesota and how many were from out of state.

Mr. Olson indicated some of the companies may identify with a local presence, but were national or even international development firms. He reported 13 of the firms on the plan holder list were local and two were out of the state.

Commissioner Grant suggested a language change to the responses to the questions submitted noting that developers should expect a longer approval process for land use changes. Development Director Hutmacher explained that the intent for the original language was to inform developers that if the Land Use Master Plan needed to be amended, this would require both City and JDA approval and it would take longer than a typical approval process.

Chair Sand referred to the approval flow chart and noted this document was provided to developers.

Administrative Director's Report

Mr. Olson requested the JDA approve the 2016 through 2018 budget and accept the 2015 JDA Financial Report. He reviewed the documents in detail with the Commissioners.

Chair Sand recalled the JDA approved a 2013 through 2015 budget. He recommended the numbers on the columns be updated to 2016 through 2018.

Motion by Commissioner Grant seconded by Commissioner Holden to approve the 2016 through 2018 JDA Budget. Motion carried.

Motion by Commissioner Holden seconded by Commissioner Ortega to accept the 2015 JDA Financial Report. Motion carried.

Motion by Commissioner Holden seconded by Commissioner Ortega to authorize the County Manager to make all necessary budget adjustments, including increasing estimated revenues and appropriations for the Rice Creek Commons Combined Project. Motion carried.

Commissioner Updates

Commissioner Holden stated she had several residents that approached her regarding a YouTube video regarding Rice Creek Commons. She requested the County send a link to this video.

Commissioner Ortega was not aware of any YouTube video.

Mr. Olson reported the County put together a very brief YouTube video. He explained the intent behind the video was to provide developers with a site tour and better understanding of the very large property. He reported information was included from the Chamber of Commerce as well.

Chair Sand recalled seeing this video from the recording of the pre-solicitation conference.

Development Director Hutmacher stated she would forward a link to the YouTube video to each of the JDA members.

Commissioner Holden stated she was very embarrassed when she was approached by a resident that pointed out the video to her. She requested the County keep the City informed more closely on these types of matters.

Chair Sand suggested the link be posted in an upcoming City newsletter as well.

Future Meeting Schedule

The next meeting will be Monday, April 4, 2016, at Arden Hills City Hall.

Meeting adjourned at 6:18 pm.

Approved David B. Sand
David B. Sand, Chair

4/4/16
Date