

REDEVELOPMENT AUTHORITY MEETING MINUTES

Wednesday, November 09, 2016 – 5:30 p.m.

Hall of Fame Room/City Hall

Present:

Dan Kittleson, Regina Hirsch, Steve Sletten, Ron Christianson, John Kramper and Brian Kahl

Absent:

Peter Sveum, Scott Truehl and Finance Director Laurie Sullivan

Others Present:

Mayor Donna Olson, Gary Becker, Laura Trotter, Suzanne Vincent and Michael Engelberger

Call to order:

Sletten called meeting to order at 5:30 p.m.

Approval of September 14, 2016 RDA Meeting Minutes:

Moved by Kahl, seconded by Christianson, to approve the minutes of the September 14, 2016 RDA meeting as presented. Motion carried unanimously.

Riverfront Redevelopment Area Update:

a. Master plan charrette – Guest Suzanne Vincent, Charrette Facilitator:

Gary Becker introduced Suzanne Vincent from Vierbicher to the group. She will be the Charrette Facilitator for the Riverfront Redevelopment project. She went thru and explained the process in detail. The process will consist of a week solid of meetings, forums and discussions that will include the chosen developer, Becker and Suzanne, city staff, RDA members, and the public and different focus groups. At the end of the week one concept will be chosen and the developer will take that rough draft plan and polish and finish it so that it can be presented to the community. Becker and Suzanne will work with staff to find a suitable location for the week long meeting and to discuss advertising. At the next RDA meeting discussions will focus on what focus groups and members of the community that the group would like to be invited to participate. The date of the meetings will not be chosen until a developer has been selected and then dates can be discussed. Additional RDA meetings may be scheduled in the next coming months to keep this process moving.

b. Phase I update:

Becker reported that he had just received the Phase 1 report and has not reviewed it yet, but reminded the group the report was just a formality and doesn't expect it to reveal anything that we don't already know.

c. Historical research update:

Becker received the draft this afternoon of the historical research findings and said there were some minor changes that needed to be fixed such as the address of some of the buildings. Preliminary results show the hwy. trailer building and power plant are eligible for the National Registry, the 1905 building and the carpet warehouse buildings are not. Becker will forward the final report when it is available.

d. Survey and title update:

Becker brought the finished Alta Survey maps. He had some of them mounted and framed so that they can be used as working maps with dry erase markers when having discussions with developers. They will be stored at City Hall.

e. Funding update:

Becker reported that the WAM and SAG grants are still on track.

f. Developer selection criteria:

Discussion took place on the draft scoring matrix that will be used in reviewing the developer proposals. Some suggestions for changes included more space for notes, add a rating space for presentation, cheat sheet with key words to help in rating so everyone is on the same page with the criteria and sketch on back of sheet of the master plan to be used as a reference. Becker will incorporate the changes and bring back next meeting.

Mill fab update:

Becker reported that the railroad easement issues have been cleaned up and will be removed from the title. Becker and Mayor Olson reported that there is a tenant and their possessions on the property that will need to be removed before the end of the year closing. A formal eviction process will need to be started.

435 East South Street update:

Nothing to report at this time.

Marathon Site update:

Nothing to report at this time.

Revolving Loan Fund update:

Nothing to report at this time.

Future Agenda Items:

Mill fab and Marathon Site updates
Riverfront Redevelopment Area update
Scoring matrix review

Adjourn:

Moved by Kittleson, seconded by Kahl, to adjourn at 6:33 p.m.

Respectfully submitted,
Lisa Aide