

## HEDRA AGENDA NOTES FOR NOVEMBER 8, 2012

### MINUTES

*Please see attached HEDRA Meeting minutes from the September 13, 2012 and October 11, 2012 meeting for your review and approval.*

### BILLS

#### September Bills

Maxfield Research	*\$5,000.00	Hudson – Initial Market Assessment
SEH Engineers	*\$4,436.83	Hudson – Demo - Prepare Bids
CR-BPS, Inc.	*\$3,360.20	Hudson – TIF Qualification – Structural Review
Xcel Energy	*\$3,316.04	Hudson – Demo - Remove Substation
Xcel Energy	\$2,955.68	Hudson – Maintenance – Electricity
Canadian Pacific Rail	\$2,500.00	Block 16 Parking Lot – Release Easement
Harold D. Hoban	\$2,370.00	Residential Rehab – Hoban – 1 <sup>st</sup> Draw
Liesch Associates	*\$2,149.90	Hudson – Demo - Destructive Environmental Survey
IEDC	\$525.00	Conference Registration – Int’l Econ Dev Council
Olsen Fire Inspection	\$395.00	Hudson – Maintenance – Annual Fire Sprinkler Insp.
Finance & Commerce	*\$313.40	Hudson – Demo – Advertisement for Bids
Ehlers & Associates	\$243.75	Hudson – TIF Qualification – Financial Services
Centerpoint Energy	\$69.55	Hudson – Maintenance – Heat
ADT	\$68.76	Hudson – Maintenance – Alarm Monitoring
Century Link	\$46.47	Hudson – Maintenance - Telephone
Bradley & Deike	\$34.00	Hudson – TIF Qualification – Legal Services

*\* Reimbursable Expense*

#### September Receivables

Dakota County RIG	\$2,500	Hudson – Grant Payment - Initial Market Assessment
-------------------	---------	--

#### October Bills

Harold D. Hoban	\$3,951.90	Residential Rehab – Hoban – 2 <sup>nd</sup> Draw (Final)
CR-BPS, Inc.	*\$2,822.50	Hudson – TIF Qualification – Structural Review
Xcel Energy	\$2,113.87	Hudson – Maintenance – Electricity
SEH Engineers	*\$2,332.98	Hudson – Demo – Project Management
Liesch Associates	*\$1,293.00	Hudson – Demo - Destructive Environmental Survey
Bradley & Deike	\$153.00	Hudson – TIF Qualification – Legal Services
Centerpoint Energy	\$70.52	Hudson – Maintenance – Heat
ADT	\$68.76	Hudson – Maintenance – Alarm Monitoring
Century Link	\$46.12	Hudson – Maintenance - Telephone

*\* Reimbursable Expense*

#### October Receivables

Dakota County RIG	\$22,536.45	Hudson – Grant Payment – Hudson Demolition
-------------------	-------------	--

*Please see attached general ledger detail for further information.*

## **BUSINESS**

### **A. Authorize Hudson Demolition Payment No. 1**

HEDRA is asked to authorize payment in the amount of \$31,786.55 to Rachel Contracting for activities completed through October 25, 2012 including mobilization, patch masonry, fencing, and materials abatement. Upon payment \$115,860.45 remains on the original contract.

**ACTION – Authorize Hudson Demolition Payment No. 1 in the amount of \$31,786.55 to Rachel Contracting.**

*Please see the attached Application for Payment for further information.*

### **B. Amend Contract – Hudson Partial Demolition – SEH Engineering**

HEDRA is asked to amend the Hudson Manufacturing Demolition Agreement with project consultant, SEH Engineering. The construction administration fee would be changed from \$7,700 to “not to exceed \$25,000”. SEH estimates the total fee to be between \$15,000 - \$25,000. The change is based on revised timing for demolition, and the desire to have increased inspection at the beginning of the project. The demolition specifications estimated six to eight weeks of demolition, Rachel Construction estimates demolition to be eleven weeks. The maximum increase of \$17,300 is well within the available funding through the \$250,000 Dakota County Redevelopment Incentive Grant.

**ACTION – Authorize Amendment of the SEH Contract for Hudson Demolition Administration Services from \$7,700 to “not to exceed \$25,000”.**

*Please see the attached letter from SEH for further information.*

### **C. Hudson Developer Open House – Discussion of Potential Uses**

Ehlers Financial Services is coordinating an open house for potential developers during the second week of November (specific dates should be available prior to the meeting). Developers would meet with the City and Ehlers individually in 45 minute blocks throughout the day. During the course of the meetings, the City obtains a better idea of development interest, potential barriers, and any other information needed for development. Ehlers has used similar approaches for redevelopment in the past with good success.

At the October HEDRA meeting, Commissioners briefly discussed desired uses and outcomes for development. Those attending generally agreed that all options of the Reuse Plan should still be considered.

Because a quorum was not present for the October meeting, the item has been put on the agenda to allow for further discussion.

**ACTION – Reexamine the attached Reuse Plan and Initial Market Study in order to select uses for further examination.**

*Please see the Reuse Plan Initial Market Study, and HEDRA Minutes from the February workshop meeting for further information.*

**D. Gobble Gait – Use of Block 3 Parking Lot**

The organizers of the Gobble Gait Run have asked to use the gravel parking lot located on Block 3 (behind the Hastings Beauty School). A tent would be placed in the parking lot to handle registrations prior to the run on Thanksgiving Day (November 22<sup>nd</sup>). The parking lot would be closed from for approximately 24 hours.

**ACTION – Authorize closure of the Block 3 Parking Lot from 12:00pm on November 21, 2012 to 12:00pm on November 22, 2012 for GobbleGait.**

*Please see the attached letter from Mary Fasbender, GobbleGait 2012.*

**E. HEDRA Logo**

The HEDRA Marketing plan suggested creation of a HEDRA logo to better identify the organization and its activities. Please see the logo below based on the new Hastings Bridge.



**ACTION – Review Proposed HEDRA Logo**

## **REPORTS AND INFORMATION**

### **A. Hudson Development Update**

#### **Demolition**

The following items have been completed:

- Installation of perimeter project fencing.
- Interior removal of hazardous materials.
- Masonry sealing of all doorways and openings between the demolished portion and remaining building.
- Removal and rerouting of interior utilities to provide service to the existing building (in process).

#### **Electrical Service**

Midwest Electric will be providing a new electrical service for the remaining building. Work will begin on November 5<sup>th</sup> and be completed within 1-2 weeks.

#### **Change Orders**

Staff has authorized two change orders on the project totaling \$11,500. The changes pertain to rerouting of unknown utilities within the structure.

### **B. Block 16 Parking Lot**

Construction of the Block 16 parking lot continues and is scheduled for completion by November 9th. Completed activities include:

- 90% of the curb and sidewalk has been poured
- Non wear course of parking lot and trail was paved yesterday (10-30)
- Red Sidewalk to be poured Friday (11/2)
- Wear Course of parking lot and trail to be paved Monday (11/5)
- Raingarden plants and six elms to be planted “later this week” (or early next). The other 13 trees were planted on Monday (10/29)
- Finish grading and seed to be installed “later this week” (or early next)
- Electrical light bases are poured. 1-2 weeks min yet for the poles to be installed.
- Fence along RR is 90% installed. To come back next week to finish north connection.

### **C. Starting Your Business In Hastings**

A new guide answering common questions on how to start a business has been developed in conjunction with the Hastings Area Chamber of Commerce. The information will be posted on the City and Chamber websites. The Chamber is also developing a pamphlet from the information.

*Please see the attached Starting Your Business in Hastings Guide for further information.*

## **ATTACHMENTS**

- HEDRA Minutes – September 13, 2012
- HEDRA Minutes – October 11, 2012
- General Ledger Detail – September, 2012
- General Ledger Detail – October, 2012
- Application for Payment – Hudson Demolition
- Demolition Contract Amendment – SEH Letter
- Hudson Reuse Plan – Summary
- Hudson Initial Market Assessment – Summary
- HEDRA Minutes – February Workshop
- GobbleGait Letter – Mary Fasbender
- Starting Your Business in Hastings Guide