

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a joint meeting with the City Council on Thursday, April 14, 2011 at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

EDA Members Present: Chairperson Chris Riley
 Member John LeTourneau
 Member Colin McGlone
 Member Wayne Skaff
 Member Jim Steffen
 Member Jeffrey Wise

EDA Members Absent: Member Kristine Williams

Council Members Present: Mayor Bob Ramsey
 Councilmember David Elvig
 Councilmember Colin McGlone (also listed as EDA member)
 Councilmember Jeffrey Wise (also listed as EDA member)

Council Members Absent: Councilmember Randy Backous
 Councilmember David Jeffrey
 Councilmember Jason Tossey

Also Present: Aaron Backman, Economic Development/Marketing Manager
 Kurtis Ulrich, City Administrator
 Heidi Nelson, Deputy City Administrator/Community Development
 Director
 Mike Mulrooney, Economic Development Consultant

CALL TO ORDER

Chairperson Riley called the Economic Development Authority meeting to order at 7:30 a.m.

APPROVE AGENDA

Chairperson Riley requested to add an item to discuss Wells Catering prior to the staff updates.

Motion by Member Skaff, seconded by Member Steffen, to approve the agenda.

Motion carried. Voting Yes: Chairperson Riley, Members Skaff, Steffen, LeTourneau, McGlone, and Wise. Voting No: None. Absent: Williams.

APPROVE MINUTES

Motion by Member Steffen, seconded by Member Skaff, to approve the March 10, 2011, minutes as presented.

Motion carried. Voting Yes: Chairperson Riley, Members Steffen, Skaff, LeTourneau, McGlone, and Wise. Voting No: None. Absent: Williams.

EDA BUSINESS

Wells Catering

Economic Development/Marketing Manager Backman reviewed the recent approvals and financial assistance that the EDA and City Council had approved for Wells Catering. He noted that the projected amount for SAC and WAC fees of \$55,000 was higher than the current cost and noted there would be a savings of approximately \$15,000 to \$20,000 in City assistance to the developer.

George Wells stated that he had received a letter stating that the building permit was being held and questioned what he could do during this process. He noted that his current lease is expiring and he would need to move to the new site soon. He acknowledged outstanding issues between the City and PSD but did not believe those issues should delay the building permit for Wells Catering.

Deputy City Administrator/Community Development Director Nelson stated that she had received the same letter and was drafting a response to Mr. Wells which would be completed later in the day. She explained the outstanding issue with PSD and the parcel regarding the 60 foot swath of land that is City-owned and currently provides access and parking to the site. She noted that the City had offered an interim solution, a signed agreement which would allow for access and parking on the City-owned land for the next six months. She stated that it is not in the best interest of the HRA to not have this agreement signed. She advised that a land use application to provide a curb cut on Sunwood Drive for this parcel had been received in the past week and advised that the Public Works Committee would be reviewing the request at their meeting the following Tuesday. She stated that it is evident that the EDA and Council have supported this restaurant project and advised that staff has been working with Mr. Deal to resolve the issue prior to this point. She hoped this issue would be resolved so that the project could continue to move forward.

Councilmember Wise noted that the Council and staff had been working on this issue for the past 18 months.

Councilmember McGlone believed that the issue would also need to be resolved prior to a certificate of occupancy being granted.

Chairperson Riley explained that while it was important to the EDA to have a local business expressing this concern he was unsure if there was anything the EDA could do in this situation.

Deputy City Administrator/Community Development Director Nelson advised that PSD has proposed a solution to the problem, with the proposed access off of Sunwood Drive, which would be addressed by the City the following Tuesday.

City Administrator Ulrich hoped to have resolution soon. He confirmed that the Public Works Committee would be reviewing the application on April 19th and noted that the Council could review the item as early as April 26th. He questioned the timeline for Wells Catering.

George Wells stated that he did not have a firm timeline but noted that construction would take approximately three months and the project was slated to begin three weeks ago.

Deputy City Administrator/Community Development Director Nelson confirmed that if the curb cut and parking were approved, the parking lot could be constructed while the building improvements were taking place, which would not delay the project any further.

Councilmember McGlone confirmed that throughout this process parking has been an issue.

City Administrator Ulrich noted that there were many issues with PSD but advised that if this issue were resolved the building permit could be issued.

Motion by Member LeTourneau seconded by Member Skaff, to recommend to City Council that the Wells Catering/PSD access and parking review be fast tracked, with an attempt to split the Wells Catering building permit away from the issues with PSD.

Motion carried. Voting Yes: Chairperson Riley, Members LeTourneau, Skaff, McGlone, Steffen, and Wise. Voting No: None. Absent: Williams.

Case #1: STAFF UPDATE

Business Expo

Economic Development/Marketing Manager Backman presented the Staff Report. He noted that 100 percent of the booths had been filled and a waiting list had been started. He advised that marketing had begun and postcards would soon be mailed to residents, an insert will also be included with the utility billing. The event will be held from 9:00 a.m. to 2:00 p.m. on Saturday, April 30th at the Fountains of Ramsey.

Minneapolis Manufacturing Company

Economic Development/Marketing Manager Backman presented the Staff Report. He provided an update on the project and noted that although other sites are being considered for the project, Ramsey is still in the running. He explained that sites, such as Indiana and Ohio, were being

considered to possibly save on shipping costs. He noted that this project is moving more slowly than originally forecasted, but staff is still working on the item.

Councilmember Wise questioned the timeline for the project.

Economic Development/Marketing Manager Backman advised that the company had wanted to be in place by August or September but noted that the earliest at this time would be November. He thought it would be more realistic for the construction to begin this summer and be completed next spring.

Councilmember Wise suggested that the City propose to store equipment for the company in Ramsey for the time being.

Multi-Source Manufacturing

Economic Development/Marketing Manager Backman presented the Staff Report. He noted that this project was moving forward and advised that Multi-Source Manufacturing had closed on the building on December 29th. He explained that the building is being renovated and the company has pulled several permits in the past two weeks. He stated that the original goal was for the company to be in place, with 85 employees, in April but noted that the timeline had been shifted to June. He also advised that Connexus had saved the company additional funds with energy credits the company was unaware of.

Councilmember Elvig suggested that this project be used as an example with Minneapolis Manufacturing Company.

Economic Development/Marketing Manager Backman advised that Multi-Source has already prepared for a phase two addition and incorporated additional parking into the site now.

Former Diamonds Property

Economic Development/Marketing Manager Backman presented the Staff Report. He reported that a purchase agreement had been signed at the end of March and noted that the buyer was going through due diligence at this time. He advised that PSD expects to close on the purchase of land in the next two weeks and would then pull permits to renovate the existing structure. He explained that negotiations had begun with PACT Charter School for the school to use the site for their online education and for sports activities.

Other

Economic Development/Marketing Manager Backman provided an update on RM Golf Carts, located near the border of Anoka on Highway 10. He explained that the existing business location does not have visibility and the owner would also need additional space. He stated that he had toured different locations in the City with the business owner and advised that the owner was interested in the former Easy Tractor site. He explained that the building is in rough

condition but advised that the business owner would be willing to make improvements. He noted that negotiations are still occurring.

Councilmember McGlone commented that would also put another property back onto the tax roll for the City.

Councilmember Wise confirmed that the Public Works department is currently using that building for storage.

Economic Development/Marketing Manager Backman advised that the Public Works Director stated that the equipment could be moved to another location, should the building be leased.

Deputy City Administrator/Community Development Director Nelson and Member LeTourneau left the meeting at 8:30 a.m.

Case #2: JOINT EDA/CITY COUNCIL GENERAL DISCUSSIONS

Economic Development/Marketing Manager Backman explained that at the March meeting it had been decided that it would be beneficial for the EDA and the Council to conduct a joint meeting to review the 2011 work plan for the EDA. He advised that a draft work plan had been created in January and had been revised based on staff and Member input. He noted that some items were listed as guidelines and the remaining were ranked by priority.

Discussion occurred regarding the redevelopment of the 167th Avenue area including possible tenants and the best method to attract that type of redevelopment.

Councilmember McGlone commented that there is an overlap on some issues between the Council, HRA and EDA and believed that there should be better communication between the three groups.

Chairperson Riley acknowledged that although there are shared Members on the three Boards and minutes are provided for all meetings, there had been a breakdown in communication.

Councilmember Elvig suggested that staff develop guidelines and tools available to each Board.

City Administrator Ulrich agreed that it would be beneficial to specify the responsibilities and roles of each group. He advised that an EDA report could be given to the HRA and vice versa, or the liaison or staff member could provide an update.

Mayor Ramsey believed things were going well and confirmed that he would like to see more effort on the area of 167th and 47. He believed that the club homes, built in Champlin, could be successful in that area.

MEMBER/STAFF UPDATE

None.

ADJOURNMENT

Motion by Member Skaff, seconded by Member Steffen, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Riley, Members McGlone, Skaff, Steffen, and Wise.
Voting No: None. Absent: LeTourneau and Williams.

The regular meeting of the Economic Development Authority adjourned at 9:05 a.m.

Respectfully submitted,

Aaron Backman
Economic Development/Marketing Manager

ATTEST:

JoAnn Shaw
Planning Division Secretary

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.