

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

The City of Ramsey Economic Development Authority (EDA) conducted a Special EDA meeting on Thursday, August 25, 2011, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Chris Riley  
                          Member John LeTourneau  
                          Member Wayne Skaff  
                          Member Jim Steffen  
                          Member Kristine Williams  
                          Member Jeff Wise

Members Absent:     Member Colin McGlone

Also Present:         Aaron Backman, Economic Development/Marketing Manager  
                          Heidi Nelson, Deputy City Administrator/Community Development Director

**CALL TO ORDER**

Chairperson Riley called the Economic Development Authority meeting to order at 7:35 a.m.

**APPROVE AGENDA**

Motion by Member LeTourneau, seconded by Member Williams, to approve the agenda with the addition of "Building Concerns on 167<sup>th</sup> Avenue".

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

**APPROVE MINUTES**

Motion by Member Skaff, seconded by Member Steffen, to approve July 14, 2011 minutes as presented.

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

**EDA BUSINESS**

**Added Agenda Case:         Building Concerns on 167<sup>th</sup> Avenue**

Economic Development/Marketing Manager Backman presented the Staff Report that discussed the fire suppression concern presented by Joel Bутtenhoff of 5<sup>th</sup> Street Ventures for his building located at 167<sup>th</sup> Avenue and State Highway 47.

Joel Butenhoff, 5<sup>th</sup> Street Ventures stated he would like an extension to the Interim Use Permit to allow a religious institution and leniency to the requirement of the installation of a sprinkler system. He stated he lost a NOW Clinic as a tenant because of the sprinkler system requirement.

Discussion ensued regarding the availability of water and the cost of bringing fire suppression to the building.

Deputy City Administrator/Community Development Director Nelson explained the city adopted the State Fire Code six or seven years ago and the code requires the installation of fire suppression for existing buildings only when the use of the building changes. She stated that the city is running into the fire suppression issues for buildings they own as well.

Motion by Member LeTourneau, seconded by Member Skaff to recommend to City Council that the Interim Use Permit be extended and that they revisit the fire suppression requirements to look at the safety and economics of the requirements.

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

Ms. Nelson stated that this site has been identified by the EDA and the City Council as a goal for master planning. Building a commercial node that creates more users. Starting with an update of the Buxton Study and then focus on bringing partners to the table to bring residents to support the uses of the node to create an environment where retail can survive on that corner. It is not going to be a quick process. She continued that Mr. Butenhoff has done a great job improving the facade of the building.

**Case #3: Update on Buxton Retail Site Assessment (RSA) Draft**

Economic Development/Marketing Manager Backman presented the Staff Report that discussed the revised site assessments for the node at Highway 47 and 167<sup>th</sup> Avenue and the COR.

Member LeTourneau stated that people need a reason to stop at this corner (Highway 47 and 167<sup>th</sup> Avenue). He continued that back in 1985 an assessment on the market showed that business was drawn from the north. Twelve years later another assessment was completed and it was completely opposite and business was drawn from the south.

Mr. Backman stated there will be a webinar on September 21<sup>st</sup> if members are interested they can contact him. Mr. Backman added that the next step of the update will be to identify potential prospects for the two retail sites.

**Case #1 Recap of the 2011 Business Appreciation Event**

Economic Development/Marketing Manager Backman presented the Staff Report that discussed the Business Appreciation Day event.

Mr. Backman stated that he was pleased with the participation and sponsorships for the event, the food was excellent and new this year was team photos.

Member LeTourneau stated Mr. Backman did a nice job; it showed by how fast the tournament filled and the event is a great way to reach out to the community.

Member Skaff stated it was great to have everyone in the same room and see them interact and see what else is going on in our city.

**Case #2 Recommendation for Approval of the 2012 EDA Levy**

Economic Development/Marketing Manager Backman presented the Staff Report that discussed the 2012 EDA levy.

Chairperson Riley stated the levy was set at its present level because of land purchase activities five or six years ago, the proposed levy needs to cover only operating cost. The EDA can look at the levy again in the future if an acquisition project develops.

Motion by Member Skaff, seconded by Member LeTourneau to recommend City Council adopt the EDA levy.

**Further Discussion**

Member Steffen inquired of the role of Mike Mulrooney and his attendance at the EDA meetings.

Mr. Backman stated Mr. Mulrooney will still be consulted and attend meetings when it is critical to have him in attendance, the need will be determined project by project.

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

**Case #4 COR Update**

Deputy City Administrator/Community Development Director Nelson presented the staff report that updated the members on the status of activity in the COR.

**MEMBER INPUT**

Economic Development/Marketing Manager Backman thanked Member LeTourneau for his efforts on the candidate forum. Commissioner Williams also attended the forum.

Members concurred to cancel the September 1, 2011 EDA meeting and to have the next EDA meeting on October 13, 2011.

**ADJOURNMENT**

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

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

The regular meeting of the Economic Development Authority adjourned at 9:22 a.m.

Respectfully submitted,

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Aaron Backman  
Economic Development/Marketing Manager

ATTEST:

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JoAnn Shaw  
Planning Division Secretary