

**City of Ramsey**  
**Agenda**  
**Economic Development Authority (EDA)**  
**Thursday December 13, 2012**  
**7:30 am**  
**Lake Itasca Room, 7550 Sunwood Drive NW**

- 1. Call to Order**
- 2. Approve Agenda**
- 3. Approve Minutes**
  1. Approve the following Meeting Minutes:
    1. EDA - Regular - November 8, 2012
- 4. EDA Business**
  1. Consider Proposal - HWY 47 and CSAH 116 Intersection Study
  2. Business Retention Program Update
  3. Updates: Fall Networking Event, 167/47 Node, Old City Hall Development, Nordvick Property Demolition, Kuro Fitness RLF, 6745 Highway 10, CDBG Opportunity, EDA Board Structure/Timeline, Pro Power Sports Property, 8019 146th Ave.
  4. Prospect Update
- 5. Member/Staff Input**
- 6. Adjournment**

**Economic Development Authority (EDA)**

**3. 1.**

**Meeting Date:** 12/13/2012

Submitted For: Patrick Brama

By: Jo Thieling, Administrative Services

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Title:

Approve the following Meeting Minutes:

1. EDA - Regular - November 8, 2012

Background:

The regular EDA meeting minutes, dated November 8, are attached for approval.

Observations:

Funding Source:

Staff Recommendation:

EDA Action:

Approve the November 8, 2012 EDA Meeting Minutes.

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**Attachments**

EDA 110812

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**Form Review**

**Inbox**

Kurt Ulrich

**Reviewed By**

Kurt Ulrich

**Date**

12/05/2012 03:23 PM

Form Started By: Jo Thieling

Started On: 11/30/2012 03:55 PM

Final Approval Date: 12/05/2012

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

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, November 8, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Chris Riley  
                          Member Wayne Skaff  
                          Member Jim Steffen  
                          Member Kristine Williams

Members Absent:     Member John LeTourneau  
                          Member Colin McGlone  
                          Member Jeffrey Wise

Also Present:         Patrick Brama, Management Analyst  
                          Tim Gladhill, Development Services Manager  
                          Kurt Ulrich, City Administrator

Guest:                Councilmember David Elvig

**1.     CALL TO ORDER**

Chairperson Riley called the Economic Development Authority meeting to order at 7:37 a.m.

**2.     APPROVE AGENDA**

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

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

**3.     APPROVE MINUTES**

**3.01:   Approve Meeting Minutes Dated October 11, 2012**

Motion by Member Steffen, seconded by Member Skaff, to approve the minutes dated October 11, 2012.

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

#### **4. EDA BUSINESS**

##### **4.01: Prospect Update, Mike Mulrooney**

Management Analyst Brama suggested moving this item to the end of the agenda.

##### **4.02: Business Retention & Expansion Program Introduction, Update**

Management Analyst Brama advised that 60 businesses have been contacted to schedule visits and 30 visits have been scheduled. He indicated that a business visit and tour of Life Fitness has been scheduled for January 10, 2013, at 9:30 a.m. and the EDA members are invited to attend this meeting, which will take place after the EDA meeting. He stated that staff will continue to look for opportunities for tours with other businesses and the EDA is welcome to attend any of the visits.

Member Steffen requested information regarding the first several business visits.

Management Analyst Brama advised that staff met with Mr. Jim Lundeen of RJM and RJM is looking to expand its 130,000 square foot facility. He indicated that RJM had some concerns with the City that were addressed by staff. He advised the meeting with American Print and Digital was overall positive and stated this company has 5,000 square feet and is looking to expand an additional 5,000 square feet. He advised that he had a positive meeting with Minnesota Tool and Die yesterday and received a tour of their operations. He stated this company is looking at a 10,000 square foot expansion in the future and the owners raised questions regarding finding qualified employees; staff will follow up on their questions. He stated that he will be meeting with Summit Arrow next week, which is a women-owned company that has indicated they are excited the City will be meeting with them. He reported that the meeting with RV World was positive and stated he met with Mr. Darren Mann who mentioned that the RV industry has grown 20% and they are excited to be in Ramsey and are happy that the City is embracing this industry. He added he intends to include a summary of each of these visits in the EDA packet each month.

Chairperson Riley commended Management Analyst Brama's efforts in reaching out to the business community and scheduling these visits.

##### **4.03: 15153 Nowthen Blvd., Old City Hall Site, Development Planning Update**

Management Analyst Brama reported that following the last EDA meeting, staff has continued working on preparing this site for shovel ready certification and is partnering with Connexus Energy about a possible data center, including developing scenarios for the property to determine cost/benefits of a data center or a residential development. He advised staff is also reviewing zoning options given the surrounding residential properties. He added that staff has no new information regarding Prospect Delta and Connexus Energy will continue working with that prospect. He stated the City Council will be reviewing this project next week at its work session and staff is making progress on the soil borings, environmental testing, and survey work with a goal to have the site ready to be shovel ready certified by the spring. He indicated that Connexus

Energy and the City will work together to develop professional marketing materials for the site and staff will provide further analysis regarding the various scenarios at a future meeting. He advised that staff contacted Hakanson Anderson to see if historical survey records were available and learned that no records were found. He added staff has learned that this work was done in the 1970's and the City Engineer has suggested that the records be updated.

Councilmember Elvig stated when the City originally looked at the sketch plans there was discussion regarding a possible school site and suggested it may be worth talking to the school district one more time. He stated that one of the properties to the west of this site is vacant and there may be opportunities to further explore that site. He added he previously worked on a data center site in an industrial park near a residential development in the Shady Oak Road area. He stated the data center required significant cooling units and they had to build a shrouding system on the roof to buffer the noise from the residential area, which added approximately \$500,000 to the project. He agreed to provide further information to the EDA regarding this.

Development Services Manager Gladhill noted that the zoning process for the site will include buffering, landscaping, and noise analysis.

Chairperson Riley stated it will be important to make sure the City Council is on board with this project particularly since the decisions being made will require a new fire station and a significant amount of funding. He agreed with the phased approach being taken by the City.

#### **4.04: Ramsey EDA Business Networking Breakfast Event Update**

Management Analyst Brama advised that flyers have been sent to 200 businesses, flyers with a personalized invitation have been sent to the top 50 businesses, and emails have been sent to approximately 60 businesses. He stated that 38 RSVPs have been received and he requested input regarding increasing attendance at the event.

Member Steffen suggested that each EDA member reach out with phone calls to five or six names on the list.

Member Skaff stated he would be willing to help with recruiting businesses to attend the breakfast. He indicated that Northgate Church has never been on the list and questioned whether the list was comprehensive enough to reach all businesses in the community. He felt the City should invite them because they are part of the business community.

Management Analyst Brama agreed to add nonprofit businesses and religious organizations to the invitation list.

Councilmember Elvig stated there are a couple of networking groups that meet once per month at City Hall and suggested that staff invite these groups and hand out flyers to them.

Chairperson Riley requested that Management Analyst Brama send the invitation list to the EDA members so that follow-up phone calls can be made.

#### **4.05: Discuss Potential RV Expo**

Management Analyst Brama indicated that staff contacted five local dealerships about holding an RV expo in conjunction with the 2013 annual business expo and the dealerships have indicated an interest in being involved and were pleased that the City came up with this initiative.

Chairperson Riley felt this was a great idea and felt the RV dealerships could take the lead on putting together the RV expo.

Management Analyst Brama stated the environmental expo is separating from this event and will be combining with the Happy Days event. He stated that an RV expo will not have a drastic effect on the budget and should not involve significant staff time.

Member Skaff asked if the dealerships will be charged for booth space.

Management Analyst Brama replied in the affirmative.

Member Skaff urged the City to find a way to make this event revenue neutral and felt that an RV expo would bring a lot of synergy to the business expo event.

Management Analyst Brama suggested that staff put together a proposal for review by the EDA at its next meeting, including possible dates, location, and the fee to be charged to participants.

Member Williams stated it will be important to make sure the date does not compete with other shows the dealerships might be attending. She also suggested the City determine if it will contribute to any marketing for the event.

Member Steffen indicated that marketing for an RV expo will likely expand outside of Ramsey.

Management Analyst Brama agreed to schedule a planning meeting with the RV dealerships to further discuss the RV expo and answer any questions raised by this group.

#### **4.06: Discuss Future Development of 8020 147<sup>th</sup> Ave NW**

City Administrator Ulrich explained that the property at 8020 147<sup>th</sup> Avenue NE was purchased with \$600,000 of EDA money and the City Council has given authority to the HRA to market the property. He stated that options include selling the property immediately, or the City could acquire the property to the south which would add approximately one acre to this parcel, or the City could combine all the parcels in this block into a 3.5-4 acre parcel, realizing that this option is a longer term strategy given the Armstrong and Highway 10 interchange is likely ten years away. He stated this property remains an important commercial parcel and staff recommends that an updated appraisal be prepared of the current condition based on the improved access to the site. He added staff also recommends some preliminary marketing be done to contact prime users such as Walgreens or CVS to determine if this site would be a good fit for them.

Development Services Manager Gladhill discussed the property's retail zoning stating that the same standards apply to this property as The COR. He stated that the intersection with Sunwood will be signalized by the end of the year. He advised that the City can work off an RFP for this property because it is outside of the Landform contract and noted that staff can do some basic planning in-house before further dollars are spent on a consultant.

Discussion ensued regarding the surrounding properties.

Member Steffen felt the City should not put the property up for sale until a final determination is made regarding which option to pursue.

Member Williams stated she was hesitant to authorize an appraisal at this time and felt that an updated appraisal in approximately six months would provide a more accurate reflection of the value once the new business is in place across the street.

It was the consensus of the Economic Development Authority to postpone the appraisal and to bring this matter back to the EDA in six months or sooner if necessary.

#### **4.07: 2013 EDA Work Plan**

Management Analyst Brama requested input from the EDA regarding the 2013 work plan given the recent election and upcoming changes on the City Council and EDA; in addition, input from the EDA is needed regarding whether to engage in a more structured strategic planning process and if so, whether to wait until January to engage in that process.

City Administrator Ulrich stated that Mayor-elect Strommen has expressed an interest in strategic planning for the City Council and the objectives of the EDA naturally cascade down from the City Council's leadership on key issues for the City. He suggested it may be prudent to wait until January.

It was the consensus of the EDA to postpone further discussion of the 2013 EDA Work Plan until January 2013.

Member Steffen asked when the openings on the EDA will be filled.

City Administrator Ulrich stated that the City Council representatives on the EDA will be appointed at the first City Council meeting in January.

Development Services Manager Gladhill advised that the two openings on the EDA have been posted for advertising in the *Ramsey Resident* and interviews will be conducted in January and February with appointments made in March 2013.

Member Steffen expressed concern that the EDA will have two vacancies from January 1 until April 1 and requested the City accelerate the process for filling the two vacancies on the EDA.

It was the consensus of the EDA to direct staff to fill the vacancies on the EDA as soon as possible after January 1, 2013.

#### **4.08: Review Proposed Sewer Availability Charge (SAC) Credit Policy and Recommend Policy for Credit Distribution**

Development Services Manager Gladhill explained that the City has an opportunity to create a SAC credit bank that can be applied to other parcels under three categories, including net credits, minor transfers, or small business loans. He noted that staff recommends deferring implementation of a minor transfer program and moving forward with the net credits and small business loans at this time. He explained how net credits would be applied to a new land use based on reduced demand and how net credits can be converted to a new use. He stated this program allows the City to apply net credits anywhere the City chooses adding that a prime example is Highway 10 where the City could take those credits and use them elsewhere as an economic development tool. He indicated that credits can only be used if the City has credits available and might only represent a portion of a particular parcel's SAC payment. He stated that the minor transfer program will continue to be reviewed by staff and further information provided at a later date. He stated that the short-term loan is a deferred payment and the City would work out a loan arrangement with the Met Council adding that the short-term loan program does not cost the City anything and a short-term loan has to be ten SAC units or less.

Chairperson Riley stated this seems like a great tool and would be fairer to all users.

Development Services Manager Gladhill stated that the Finance Department would take care of the program and staff feels the program fits within the City's goals.

Member Williams asked if use of the bank of credits would require the consent of an existing land owner or building owner.

Development Services Manager Gladhill advised the City would ask for that consent to make the process more transparent and the City would want consent from the property owner and the tenant of that space.

Motion by Member Skaff, seconded by Member Steffen, to recommend that the City Council adopt a policy to allow Net SAC Credits to be applied Citywide and to create a SAC Small Business Loan/Deferred Payment Program and to recommend that the City Council monitor the success and administrative overhead required to implement these two programs before considering a Minor Transfer Program.

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

#### **4.01: Prospect Update, Mike Mulrooney**

This item was not discussed due to Mr. Mulrooney's absence.

## 5. Member/Staff Input

City Administrator Ulrich reported that the City Council approved the Northgate Church project. He also reported that the purchase agreement for McDonald's has been signed and construction will begin next year. He stated that the purchase agreement on the Super America site was cancelled by Super America due to the City Council's action on Wiser Choice and this item will come back to the HRA at its next meeting. He stated the City Council approved an option agreement to purchase the property for an assisted living center. He reminded the EDA of the rail ribbon cutting today at 1:00 p.m. and the Youth First Community of Promises Event at 5:30 p.m. tonight at Greenhaven. He advised the City has continued its discussions with Target and there will be an executive site team visit soon.

Member Steffen stated he has received feedback about the rationale for putting in a gas station and liquor store across the street from an existing gas station and liquor store. He added he has similar concerns for Coborn's.

City Administrator Ulrich stated the City always weighs the concerns of existing businesses and the City did not hear any objection from Coborn's either formally or informally. He agreed with Member Steffen's concerns about existing businesses but reiterated the objections were non-existent from Coborn's. He added the City has worked with Coborn's on access to the center and Coborn's appears to be pleased with the alignment and additional parking.

Member Steffen stated he has heard grumblings from Coborn's especially if Target comes in.

## 6. Adjournment

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

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

The regular meeting of the Economic Development Authority adjourned at 9:36 a.m.

Respectfully submitted,

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Kurtis G. Ulrich, City Administrator

ATTEST:

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Patrick Brama, Management Analyst

Draft by Barbara Hughes, *TimeSaver Off Site Secretarial, Inc.*

**Meeting Date:** 12/13/2012

Submitted For: Shane Nelson

By: Shane Nelson, Engineering/Public Works

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Title:

Consider Proposal - HWY 47 and CSAH 116 Intersection Study

Background:

The Strategic Plan identifies this highway / intersection as a goal in the Transportation category. Specifically, the Strategic Plan lists the following goals:

11. Look for ways to increase capacity and improve traffic flow on 47
17. Review private street west of Hwy 47/Bunker - behind SA

Completion of this study would assist the City in the above goals by comprehensively identifying the issues related to access and capacity. As stated in the "Purpose of Study" section of the attached proposal, the study will include the following:

1. Provision for a northbound left-turn lane from TH 47 into the southwest quadrant
2. Provision for a median break and left-turns from westbound and eastbound CSAH 116, west of TH 47
3. Provision for a second southbound left-turn lane on TH 47 at CSAH 116
4. Provision of a 3/4 access intersection to local businesses on TH 47 north of CSAH 116
5. Provision of an additional through lane on TH 47 within the limits of the study area
6. Review of median widths and the ability to accommodate U-turns on TH 47 and CSAH 116

The City of Anoka also has similar goals at this intersection and would participate in the study.

Notification:

N/A

Observations:

Anoka County recently received a safety grant when re-constructing the intersection of CSAH 116 and Thurston Avenue. Any proposed revisions to the medians on CSAH 116, west of HWY 47 may require that the Thurston intersection project be re-scored, which has the potential to jeopardize the funding that was received. Anoka County staff has stated that they would not support a project that would have a negative effect on the scoring.

The initial proposal did not include collecting traffic counts, as both cities were requesting that Anoka County provide these as their contribution. However, Anoka County staff has since indicated that they will not provide the traffic counts.

The estimated cost for the study is \$24,082 plus an additional \$3,840 for the traffic counts. The cities of Anoka and Ramsey propose to split the costs equally, therefore, the total estimated cost to the City of Ramsey is \$13,961. The City Public Works Committee has reviewed this item and recommends moving forward as proposed. It is recommended that half of the City's share of the cost come from the General Fund and that half come from EDA budget for consulting services. The costs provided are estimates and final costs could vary.

Funding Source:

EDA and general admin professional services account.

Staff Recommendation:

Staff recommends accepting the proposal contingent upon the City of Anoka agreeing to pay half of the costs.

Committee Action:

Recommend that the City Council accept the proposal as per staff's recommendation

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Attachments

WSB Proposal

Aerial

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Form Review

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Grant Riemer	Grant Riemer	12/06/2012 07:28 PM
Kurt Ulrich	Kurt Ulrich	12/07/2012 02:34 PM
Form Started By: Shane Nelson		Started On: 12/06/2012
	Final Approval Date: 12/07/2012	



October 16, 2012

Mr. Shane Nelson  
Ramsey Interim City Engineer  
City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

RE: Evaluation of Potential Access and Capacity Improvements in the vicinity of the TH 47 and CSAH 116

Dear Mr. Nelson:

This letter presents WSB & Associates' proposal to provide engineering services for the evaluation of access and capacity improvements in the vicinity of the TH 47 and CSAH 116 intersection. The proposed study area would include TH 47 from just north of Coolidge Street NW to County Road 5 and TH 47 and CSAH 116 from east of Tower Pond Drive to the Rum River with the primary focus on the CSAH 116 and TH 47 intersection and the access points to the businesses in each of the quadrants of the intersection.

### **Project Background**

The cities of Anoka and Ramsey have identified two major concerns with the current design of the intersection of TH 47 and CSAH 116. First, the access to businesses located in the different quadrants of the intersection, especially the southwest quadrant of CSAH 116 and TH 47, is a problem for the businesses in this area. When the intersection was reconstructed several years ago medians were constructed that restricted access to existing development in the area. Local businesses feel that it has hurt their business.

Second, the intersection of TH 47 and CSAH 116 experiences congestion and back-ups in both the am and pm peak hours. The congestion in the area is a combination of through traffic and traffic destined to the school and local businesses. This intersection was studied in MnDOT's Congestion Management Safety Plan and potential improvements were identified that would improve traffic flow and safety. Although no specific funding has been identified the project may be a candidate for Cooperative Agreement Funding or Highway Safety Improvement Funds.

CSAH 116 is under Anoka County's jurisdiction and TH 47 is under MnDOT's jurisdiction. Previous work has been completed in the area including some preliminary drawings developed by RLK, which were reviewed by MnDOT. MnDOT previously indicated that a northbound left turn from TH 47 into the southwest quadrant of the intersection may be acceptable as long as the left-out was prohibited. The RLK work also showed concepts for a left-in off of CSAH 116 west of TH 47. In addition, the MnDOT Congestion Management Safety Plan developed a concept for an additional northbound through lane on TH 47 from just south of the CSAH 116 to County Road 5.

### **Purpose of Study**

The purpose of this study is to identify improvements to TH 47 and CSAH 116 in the area of the intersection that will improve access to local businesses and reduce congestion in the area of the intersection. The improvements may include median breaks on CSAH 116 and TH 47, as well as the potential addition of turn lanes. The study will analyze previously identified alternatives, as well as other possible alternatives in order to identify a plan that all affected agencies can support. The agencies involved include MnDOT (TH 47), Anoka County (CSAH 116), and the cities of Anoka and Ramsey. Alternatives that will be considered include:

1. Provision for a northbound left-turn from TH 47 into the southwest quadrant of the TH 47 and CSAH 116 intersection with no left-turn out (3/4 intersection)
2. Provision for a median break and left-turns from westbound and eastbound CSAH 116 west of TH 47 with no left-turn out
3. Provision for a second southbound left-turn lane on TH 47 at CSAH 116
4. Provision of a 3/4 access intersection to local businesses on TH 47 north of CSAH 116
5. Provision of an additional through lane on TH 47 within the limits of the study area
6. Review of median widths and the ability to accommodate U-turns on TH 47 and CSAH 116

The intersection of County Road 5 and TH 47 was also identified as a potential contributor to the concerns at CSAH 116 and TH 47 and will be reviewed to determine if modifications to this intersection can address the traffic congestion in this area.

### **Scope of Work**

The following tasks will be completed as part of this study.

1. *Data Collection* – WSB will collect existing base mapping, previous alternatives, and existing and forecast traffic data. MnDOT and Anoka County will provide traffic counts they have for the CSAH 116 and TH 47 intersection and the County Road 5 and TH 47 Intersection. AM and PM peak hour turning movements will be compiled for the two intersections, as well as for the other access points into the adjacent businesses. We have identified seven locations (four full-access intersections and three partial-access intersections) where data is desired. We have assumed in our cost estimate that Anoka County is available to collect any additional traffic counts that are required.
2. *Traffic Forecasts* – Peak hour turning movement forecasts will be developed for the seven intersections identified above. The peak hour turning movement forecasts will be developed by factoring existing turning movement counts based on the projected growth in ADT between the existing ADT and the forecast 2035 ADT. The projected ADT growth will be based on the forecasting completed for the TH 47 study.
3. *Traffic Operations Analysis* – Synchro/Simtraffic will be used to analyze the traffic operations of the CSAH 116 and TH 47 Intersection, the 142nd and TH 47 Intersection, the CR 5 and TH 47 intersection, and the local business access points for the AM and PM peak hour for the existing and

forecast conditions. The analysis will document the level of service at each intersection, including the amount of vehicle delay by intersection, approach and turning movement and the length of queues. This information will be used to document any operational concerns with the existing conditions.

4. *Identify Potential Improvements* – This task will include developing a concept drawing for each of the alternatives to be considered. The alternatives that will be considered include:
  - Provision for a northbound left-turn from TH 47 into the southwest quadrant of the TH 47 and CSAH 116 intersection with no left-turn out (3/4 intersection).
  - Provision for a median break and left-turns from westbound and eastbound CSAH 116 west of TH 47 with no left-turn out
  - Provision for a second southbound left-turn lane on TH 47 at CSAH 116
  - Provision of a 3/4 access intersection to local businesses on TH 47 north of CSAH 116
  - Provision of additional through lanes on TH 47 within the study area
  - Review of median widths and the ability to accommodate U-turns on TH 47 and CSAH 116
  - Other alternatives identified by the affected agencies
5. *Analyze Traffic Operations for Potential Alternatives* – A traffic operations analysis will be conducted for each of the alternatives identified in Task 4 for all of the intersections within the study area. The analysis will include AM and PM peak hour existing and forecast conditions. The analysis will determine the impacts on level of service (delay by intersection, approach and turning movement) and queue lengths. Special attention will be paid to how queues may impact turning movements and adjacent intersections.
6. *Document Pros and Cons of Each Alternative* – Each alternative will be compared with the existing conditions and the benefits and drawbacks of each alternative will be documented.
7. *Prepare Draft and Final Report* – A report will be prepared documenting the alternatives and the results of the above analysis. A final report and recommendation will be prepared based on the analysis and the input from the affected agencies.
8. *Meeting/Agency Involvement* – The cities of Anoka and Ramsey, along with MnDOT and Anoka County, will meet up to three times during this study to review the analysis and concepts as they are developed and evaluated to provide input on the alternatives and potential improvement options.

### **Schedule**

WSB will complete the work within three months of the notice to proceed. The final report and recommendations will depend on the scheduling of meetings with the affected agencies. It is anticipated that the agency meetings will occur on a monthly basis.

### **Cost**

The attached table provides a detailed estimate of hours and costs to complete the scope of work identified in this proposal. Our estimated cost for the work identified in this proposal is \$24,082. If WSB needs to collect additional traffic data this would be an additional cost.

Mr. Shane Nelson  
City of Ramsey  
Page 4

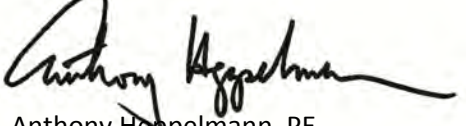
**Staffing**

Tony Heppelmann will serve as WSB's Project Manager. WSB can provide additional information on staff if desired.

We appreciate the opportunity to submit this proposal. Please give me a call if you have any questions or comments on the scope of work or costs for this work.

Sincerely,

*WSB & Associates, Inc.*

A handwritten signature in black ink that reads "Anthony Heppelmann". The signature is written in a cursive style with a long horizontal flourish at the end.

Anthony Heppelmann, PE  
Vice President

Attachment





**Economic Development Authority (EDA)**

**4. 2.**

**Meeting Date:** 12/13/2012

Submitted For: Patrick Brama

By: Patrick Brama, Administrative Services

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Title:

Business Retention Program Update

Background:

As part of the City's business retention and expansion program, staff has been directed to begin conducting retention business visits. The purpose of this case is to present the EDA with a schedule of business visits and to report information gathered from said visits.

Observations:

Scheduled Visits:

10/01/2012

10:am, RJM & General Paper (done)

11/01/2012

8:30am, American Print & Digital (done)

4:00pm, Quality RV & Lily Pad Ceramics (canceled)

11/07/2012

9:30am, Minnesota Tool and Die (done)

11:00am, Summit Aero Supply (done)

12:30pm, RV World (done)

11/15/2012

8:00am, Class C Components (done)

10:00am, Panther Precision Manufacturing (done)

11:30am, Allina Medical Clinic (done)

2:00pm, Anderson Dahlin (done)

11/21/2012

9:00am, B&F Fastener Supply (done)

10:30am, Matrix Tool & Die (done)

1:00pm, Ace Solid Waste (done)

2:30pm, LANO Equipment (canceled)

11/26/2012

10:00am, GMI (done)

11/29/2012

2:00pm, Bolton and Menk (done)

12/13/2012

2:00pm, Heritage Millwork

01/10/2012

9:30am, Life Fitness Tour

10:00am, Life Fitness Visit

1:00pm, Lakes Region RV

2:00pm, Arrow Components Corp

TBD

NAU Country (TBD)

If members of the EDA are interested in attending any business visit please contact Patrick Brama. A new round of visits will be set up in January. An executive report of 2012 meetings will be provided in to the EDA in January.

Funding Source:

Regular job duties of City Staff.

Staff Recommendation:

NA, update item.

EDA Action:

NA, update item.

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Attachments

Invite Letter

Target Businesses

Survey

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Form Review

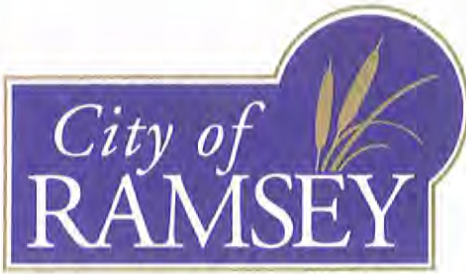
**Inbox**  
Kurt Ulrich

**Reviewed By**  
Kurt Ulrich

**Date**  
12/07/2012 02:40 PM  
Started On: 12/06/2012

Form Started By: Patrick Brama

Final Approval Date: 12/07/2012



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7550 Sunwood Drive NW • Ramsey, Minnesota 55303  
City Hall: 763-427-1410 • Fax: 763-427-5543  
[www.cityoframsey.com](http://www.cityoframsey.com)

October 1, 2012

Mr. John Dowe  
Dowe Enterprises, INC.  
1234 56<sup>th</sup> Street North  
Ramsey, MN 55303

Mr. Dowe:

The City of Ramsey would like to set up a time to visit to your business.

As you may know, the City of Ramsey periodically visits local business. The purpose of these meetings is to 'catch up' and see how your business is doing, develop and maintain a line of communication and to see if you have any concerns or questions regarding the City of Ramsey.

Typically, we set up meetings on the second and fourth Thursday of each month. Meetings last between 30 minutes and one hour. Meetings are open ended, depending on what you would like to cover. Additionally, we have a few questions we would like to ask regarding your business.

In the coming days I will be contacting you to set up a time. If you have any questions or comments in the meantime I would be glad to help.

Best regards,

Patrick J. Brama  
Management Analyst, City of Ramsey

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OFFICE: (763) 433-9903 CELL: (763) 412-7609  
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

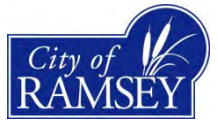
## 40 Largest Employers for the City of Ramsey

As of 12/12/11

<u>Company</u>	<u># of Employees</u>
1. Vision-Ease Lens	355
2. Life Fitness	350
3. Connexus Energy	230
4. Anderson Dahlen	140
5. Ramsey Elementary	135
6. Zero-Zone Refrigeration	130
7. Altron Manufacturing	120
8. Waltek	108
9. MultiSource Manufacturing	105
10. RJM / General Paper	103
11. In'Tech Industries	95
12. Sign Zone	90
13. Coborn's Superstore	85
14. Diamond Graphics	85
15. Ace Solid Waste	83
16. Access America Transport	80
17. City of Ramsey	76
18. Green Valley Greenhouse	75
19. PACT Charter School	72
20. NAU Country Insurance	65
21. Command Tooling	65
22. Allina Medical Clinic	60
23. Airgas North Central	48
24. Acapulco Mexican Restaurant	45
25. North Country Concrete	40
26. Wendell's	40
27. MMI Precision	37
28. Accent Precision Wood Products	34

29. VA Outpatient Clinic	30
30. Machine & Process Design	30
31. Global Med. Instrument. (GMI)	28
32. Class C Components	28
33. Culligan of Anoka	28
34. Heritage Millwork	27
35. The Links at Northfork	25
36. Plateworks	25
37. Shorewood RV	25
38. The Falls Café	25
39. Burger King	20
40. Casey's General Store	20

# 2012 BUSINESS SURVEY



## **HISTORY/BACKGROUND/PRODUCTS/SERVICES**

[Origination, ownership structure, products/services, etc.]

## **NUMBER OF EMPLOYEES**

[F.T.E., changes/trends]

## **SALES**

[Past year/projected, changes/trends]

## **FACILITY**

[size, own/lease]

## **MARKETS**

[Where do you serve and where to you buy from]

## **OUTLOOK**

[Where do you see you company heading in the coming years, short and long term]

## **COMPETITIVE ADVANTAGES & CHALLENGES**

## **WHY RAMSEY**

[Why is your business located in Ramsey—strengths]

## **RAMSEY WEAKNESSES**

[What can we do better to serve our business community?]

## **FOLLOW UP**

[Questions, requests or concerns about the City in relation to your business]

**Economic Development Authority (EDA)**

**4. 3.**

**Meeting Date:** 12/13/2012

Submitted For: Patrick Brama

By: Patrick Brama, Administrative Services

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Title:

Updates: Fall Networking Event, 167/47 Node, Old City Hall Development, Nordvick Property Demolition, Kuro Fitness RLF, 6745 Highway 10, CDBG Opportunity, EDA Board Structure/Timeline, Pro Power Sports Property, 8019 146th Ave.

Background:

NA

Observations:

**Fall Networking Event**

The EDA's Annual Fall Business Networking Event took place on Thursday, November 29. Attendance was approximately 60 (as anticipated). Speakers included Mike Mulrooney with Central Minnesota Development Company, Kerri Gorden with Allina Health and Jim Lundeen with RJM Enterprises. Breakfast was provided by the EDA and served by Wells Catering. The Alexander Ramsey Room served as the venue. Overall, the event went off without a hitch and Staff received positive feedback from attendees/speakers.

**167/47 Node**

The commercial node located at 167th and St. Francis Boulevard (Highway 47) has been a topic of discussion with past and present City Councils. This node has struggled to become economically viable for some time. The City has conducted a number of studies on this area; and at one point considered funding a master planning effort.

Staff has received a number of inquires regarding this node. The property owner of 6001 167th Ave (Super Value Building) is interested in pursuing a zoning change. Additionally, two parties have stepped forward and expressed interest in using 6001 167th Ave.

Staff anticipates bringing a case forward to the EDA in January regarding this node; and to take direction on what involvement (if any) the City would like to pursue. As more information is available on the potential users, further updates will be provided.

**Old City Hall Development**

The EDA and City Council have expressed interest in developing the old municipal center site, 15153 Nowthen Boulevard ("Subject Property") for a data center user(s). The City is partnering with Connexus Energy to pursue this development opportunity.

As part of this effort, Staff was directed to complete the State's Shovel Ready program; which is anticipated for completion come spring. Moving forward, the City will be considering a cost/benefit analysis of various development scenarios and what zoning regulations the City should consider for the Subject Property. To aid this process, Staff has ordered development scenario sketch plans. The City expects to receive said plans in the next few weeks. NOTE: options will include a single family residential development.

**8020 147th Ave, Building Demolition**

The EDA purchased the property located at 8020 147th Avenue, known as the Nordvick Property ("Subject Property"), in the spring of 2012. A portion of the Subject property was dedicated as right of way for the realignment of Armstrong Boulevard. About one acre of developable land remains.

The Subject Property contained two structures, a parking lot and a number of other improvements. The EDA ordered buildings on the Subject Property to be demolished and the site to be cleaned for future development at the October EDA meeting.

Besides seeding, demolition and cleanup of the Subject Property is complete. Staff is working with the project contractor to make sure said work is completed. More updates will be provided as information is available.

At the November EDA meeting, it was decided to consider future development of the Subject Property in conjunction with surrounding parcels, as the City will likely attain adjacent properties. Staff will bring forward a case regarding the future development of this parcel at the January/February EDA meeting.

### **Kuro Fitness RLF**

The EDA and City Council approved an EDA Revolving Loan Application for Kuro Fitness in November. Staff is working with the RLF applicant to close the approved said loan. This process is on hold until Kuro Fitness is open and Staff has an opportunity to inventory collateral. It's anticipated the store will open and the City's loan will be closed in the next three weeks.

### **6745 Highway 10 Lease**

As part of the effort to realign Highway 10, the State enabled Cities to purchase properties located in future right of way with Revolving Acquisition Loan Fund (RALF) dollars. The City of Ramsey owns a number of RALF properties along the north side of Highway 10. One of those properties is 6745 Highway 10, known as Independent Auto ("Subject Property").

The Subject Property contains a small auto retail center (front) and a large cold storage facility (rear). The front of the Subject property is rented by Independent Auto. The rear cold storage portion of the property has remained vacant since October of 2012.

In November, the City Council approved a lease with Independent Auto for the cold storage area located in the rear of the Subject Property. Additionally, the City approved a sublease between Independent Auto and First Choice Towing for the front portion of the Subject Property.

### **CDBG Opportunities**

The Federal Government administers a grant program known as Community Development Block Grants (CDBG). This program is versatile and provides a wide range of potential uses. Staff would like input from the EDA on what projects the City should pursue CDBG funding. This item will be included in the EDA's work-plan process, April 2013.

### **2013 EDA Officers**

The City's EDA Chair (Chris Riley) and Vice Chair/Treasurer (Wayne Skaff) terms expire on December 31, 2012. The EDA will need to appoint a 2013 Chair and Vice Chair/Treasurer at the January EDA meeting.

Due to recent elections, the EDA board will be down to five members come January. The Council will make appointments for the two vacant EDA member seats come April. The Mayor will make appointments for the two standing Councilmember EDA positions come January (before the January EDA meeting).

### **Property Sale, 6781 Hwy 10**

Update at meeting.

### **Property Purchase (City), 8019 146th Ave**

Update at meeting.

Funding Source:

NA

Staff Recommendation:

NA

EDA Action:

NA

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Form Review

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Kurt Ulrich	Kathy Schmitz	12/07/2012 01:47 PM
Patrick Brama	Patrick Brama	12/07/2012 02:07 PM
Kurt Ulrich	Kurt Ulrich	12/07/2012 02:38 PM
Form Started By: Patrick Brama		Started On: 12/06/2012 11:00 AM

Final Approval Date: 12/07/2012

**Economic Development Authority (EDA)**

**4. 4.**

**Meeting Date:** 12/13/2012

Submitted For: Patrick Brama

By: Patrick Brama, Administrative Services

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Title:

Prospect Update

Background:

Staff would like to provide the EDA with an update on interactions with prospect businesses.

Observations:

Three local businesses have expressed interest in expanding in Ramsey. Said prospects were identified during recent business visits. Staff is working closely with all three prospects. Available detail will be provided at the EDA meeting.

Funding Source:

Regular staff duties

Staff Recommendation:

NA

EDA Action:

NA

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**Form Review**

**Inbox**

Kurt Ulrich

**Reviewed By**

Kurt Ulrich

**Date**

12/07/2012 02:40 PM

Form Started By: Patrick Brama

Started On: 12/06/2012 03:48 PM

Final Approval Date: 12/07/2012