

**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, March 7, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: Patrick Brama, Management Analyst
 Kurt Ulrich, City Administrator

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:31 a.m.

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated February 14, 2013

Motion by Member Riley, seconded by Member LeTourneau, to approve the minutes dated February 14, 2013.

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

4. EDA BUSINESS

4.01: Updates

Annual EDA Business Expo

Management Analyst Brama advised that an event flyer has been created for the annual EDA business expo scheduled for Saturday, May 4th, and 9,000 flyers will be sent to everyone on the *Ramsey Resident* list. He stated that mobile signboards have been ordered and the expo will be advertised in the *Ramsey Resident*, on the COR sign, as well as Facebook and the website. He added that 25 exhibitors have registered for the business expo.

15153 Nowthen Boulevard, Old Municipal Center

Management Analyst Brama reported the City Council would be reviewing this case on March 12, 2013. He stated staff is in the process of obtaining an appraisal on the two parcels.

Member Riley asked if the appraisal was a requirement of the shovel ready program.

Management Analyst Brama explained that staff feels it would be ideal to have a market value versus the County value in order to update the cost benefit analysis. He added that it was also desirable to have a listing price available as part of the shovel ready program.

City Administrator Ulrich stated it would be to the City's advantage to obtain a current market value so that the City has a benchmark in terms of any subsidies provided on the land in the future. He added that the appraisal will likely come in higher than the County which is to the City's advantage.

8020 147th Avenue NW, Nordvick Property

Management Analyst Brama advised that the City is waiting until spring to make sure the turf has established before releasing the remaining money to the contractor.

Chair Steffen asked if the City has had any discussion with the surrounding properties.

City Administrator Ulrich stated that negotiations with the property to the south are complete and the agreement will be approved by the City Council. He stated that no discussions have taken place with the property owner to the west and the City has not made any outreach to consolidate the parcels at this time.

Chair Steffen asked if it was correct that the City would not market the Nordvick property until the City had a better idea about the entire block.

Management Analyst Brama stated this was correct and added this could be added as a priority on the EDA's work plan.

Chair Steffen stated he felt this should be a priority.

Annual Business Appreciation Golf Tournament

Management Analyst Brama stated that the Annual Business Appreciation Golf Tournament is scheduled for Tuesday, August 20th, at Northfork; further details will be provided at a later date.

Business Retention & Expansion Program

Management Analyst Brama stated that the City Council received a copy of the 2012 Business Retention & Expansion Program Report and the 2013 Program will begin in April.

Prospect Update

Management Analyst Brama advised that staff is working with Prospect Alpha on the property located at 14280 Azurite and the City Council will discuss the offer in closed session next Tuesday. He advised that Prospect Bravo is a large existing manufacturing company that is interested in making a significant expansion to its space. He stated staff met with them in December and has heard nothing further. He advised that Prospect Charlie is interested in expanding a function of its current space from 5,000 square feet to 10,000 square feet; however, staff was recently informed they plan to wait until 2014 to complete this expansion. He added this business is currently subletting a portion of the building to RJM and plans to take the entire site in 2014 and staff will stay in touch with RJM to make sure they have a location in the City. He advised that Prospect Delta is a medium sized manufacturing company in the City that is interested in expanding its 20,000 square foot facility. He stated that staff met with them through the Business Retention Program and will continue to work with them. He advised that Prospect Echo is a 10,000 square foot facility interested in expanding and is looking for space this summer to suit their short-term needs. He stated this prospect is also looking for a 30,000 square foot facility with room to expand in 2014 and staff will continue to work with them.

Member LeTourneau asked if the City has a 30,000 square foot facility available in its inventory.

Management Analyst Brama stated that the property previously looked at by Prospect Alpha was shared with Prospect Echo as a possible long-term solution but if Prospect Alpha takes this property, the City would not have sufficient space available for Prospect Echo. He added that the issue of available land is part of the EDA work plan as well as the City Council's strategic goals.

167th Avenue NW & State Trunk Highway 47 Node

Management Analyst Brama advised that the Planning Commission informally approved the proposed gun range. He stated that the property owner will need to submit a CUP request for the proposed use and staff has not heard anything further from the property owner.

Member LeTourneau asked if the City has considered the old HealthQuest building for the gun range user. He stated the City has had considerable discussion about the appropriateness of planning for this site and the City has called it a retail storefront use, adding that having it encumbered by a business may make it difficult for the City to give this area a new look.

Management Analyst Brama stated that staff would contact the prospect and make them aware of the HealthQuest site.

Chair Steffen requested that staff provide the EDA with a map highlighting City-owned and privately owned properties.

Management Analyst Brama noted that the City has a web page listing all City-owned properties including a profile of available properties and agreed to provide this map to the EDA.

Chair Steffen suggested that a broker list the Amoco property rather than simply having a City sign on the property.

Management Analyst Brama agreed to bring this to the EDA at its next meeting.

Boards & Commission Appointments

Management Analyst Brama advised that Glen Hardin and Phillip Brunt have been appointed to fill the vacancies on the EDA beginning in April.

Chair Steffen requested that staff provide the EDA members with their current terms.

Economic Development Manager

Management Analyst Brama advised that recruitment for the Economic Development Manager closes on March 15th and the City hopes to fill the position by May 1st.

4.02: EDA Workplan Discussion

Management Analyst Brama requested input from the EDA regarding whether to move forward with the work plan at this time or to wait until the two new EDA members are on board and/or to wait until the Economic Development Manager is hired.

Member LeTourneau stated he felt the work plan discussion should be postponed until the two new EDA members are on board and the Economic Development Manager is hired.

Member Skaff agreed and stated the City Council will influence some of the EDA's direction in 2013 and 2014 as part of its strategic planning.

City Administrator Ulrich stated the City Council is currently working on its strategic plan and one of the five strategic imperatives for the next three years is financial stability. He stated the City Council has indicated that strategic investment by the City should include market driven growth rather than subsidized growth as much as possible.

It was the consensus of the EDA to postpone discussion of the EDA work plan until the two new EDA members are on board and until the Economic Development Manager is hired.

5. MEMBER/STAFF INPUT

City Administrator Ulrich stated that further testimony by the City has been scheduled before the House Transportation Committee on March 13th regarding the Highway 10/Armstrong interchange and funding from the State looks promising. He stated that the scheduled trip to Washington, D.C., was cancelled due to the weather. He advised that the Landform contract will expire at the end of March and will not be renewed. He stated that the City has an agreement with McDonald's for site improvements estimated at \$350,000 and the EDA will reimburse the cost of those improvements. He reported that the Edgewood property has indicated they do not plan to move ahead with their project. He stated the City has had discussions with Mary T, an assisted living facility aimed at the veterans market, and there has been some concerns expressed by staff about whether this is an appropriate land use. He stated the City hopes to sell the 17 lots at North Commons and staff spoke to a buyer who wanted to submit a purchase agreement on all

the lots. He indicated that plans are completed for the Riverdale Drive extension and the project is on target for construction.

Chair Steffen requested further information regarding the Mary T proposal and an appropriate land use for this site.

City Administrator Ulrich explained that this area is guided more toward business or office and was not originally planned for single level townhomes and added a higher density use is more appropriate along Sunwood.

Member Skaff provided an update regarding Northgate Church and presented an exterior rendering of the building. He advised they have signed a contract for construction and a groundbreaking ceremony will be held March 23rd at 11:00 a.m. with construction targeted to be complete by Thanksgiving. He stated the building includes a 500-seat performing arts auditorium that will be available to the City and the community for other events.

City Administrator Ulrich advised that the City recently closed on the Wiser Choice property and the City has a two-year lease with Mr. Wise. He indicated it is unclear whether Mr. Wise will move to The COR and if he relocates, there will be relocation costs.

The EDA discussed the recent City Council action with respect to the Wiser Choice property and the City's policy regarding leased properties.

Chair Steffen stated that he recently spoke with Planning Commission Chair Levine regarding improving communications between the EDA and Planning Commission. He suggested that the EDA and Planning Commission hold a joint meeting and/or invite the Planning Commission Chair to attend an EDA meeting.

Management Analyst Brama agreed to provide the EDA with a Planning Commission update going forward.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 8:27 a.m.

Respectfully submitted,

Kurtis G. Ulrich, City Administrator

ATTEST:

Patrick Brama, Management Analyst
Draft by Barbara Hughes (*TimeSaver Off Site Secretarial, Inc.*)