

City of Ramsey
Agenda
Economic Development Authority (EDA)
Thursday, September 19, 2013
7:30 am
The COR Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Approve Agenda**
- 3. Approve Minutes**
 1. Approve EDA Meeting Minutes dated August 8, 2013
- 4. EDA Business**
 1. Annual Fall Networking Event
 2. EDA Updates
 3. Community Development Update
- 5. Member/Staff Input**
- 6. Adjournment**

Economic Development Authority (EDA)

3. 1.

Meeting Date: 09/19/2013

Submitted For: Patrick Brama

By: Kathy Schmitz, Administrative Services

Title:

Approve EDA Meeting Minutes dated August 8, 2013

Background:

Attached for review are the meeting minutes from the regular EDA meeting of August 8, 2013.

Observations:

Funding Source:

Staff Recommendation:

Action:

Motion to approve EDA Meeting Minutes dated August 8, 2013.

Attachments

EDA Meeting Minutes

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kathy Schmitz
Form Started By: Kathy Schmitz

Date
09/11/2013 08:48 AM
Started On: 09/11/2013 08:44 AM

Final Approval Date: 09/11/2013

**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, August 8, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Phillip Brunt
 Member Glen Hardin
 Member Chris Riley
 Member Wayne Skaff
 Member Kristine Williams

Members Absent: Member John LeTourneau

Also Present: Patrick Brama, Assistant to the City Administrator
 Tim Gladhill, Development Services Manager
 Diana Lund, Finance Director

1. CALL TO ORDER

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

2. APPROVE AGENDA

Motion by Member Skaff, seconded by Member Hardin, to approve the agenda. Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Hardin, Brunt, Riley, and Williams. Voting No: None. Absent: Member LeTourneau.

3. APPROVE MINUTES

3.01: Approve EDA Meeting Minutes Dated July 18, 2013

Motion by Member Riley, seconded by Member Skaff, to approve the minutes dated July 18, 2013. Motion carried. Voting Yes: Chairperson Steffen, Members Riley, Skaff, Brunt, Hardin, and Williams. Voting No: None. Absent: Member LeTourneau.

4. EDA BUSINESS

4.01: Strategic Planning Presentation: A New Day, A New Beginning

Member Riley explained that the City Council began a strategic planning process after the new City Council was seated earlier this year in order to develop a three to five year plan. He stated the overriding themes of the strategic planning process included a desire to work together, to

hold the City accountable, a desire for more transparency, to provide a high level of support and amenities to residents, and to ensure that all decisions made by the City Council are fully funded.

Finance Director Lund advised the strategic plan includes the SWOT analysis, guiding principles, and core values and recited the working mission statement and vision statement. She discussed the action plan that includes four strategic imperatives including financial stability, a connected community, smart, citizen-focused government, and an effective organization and indicated all items listed in the plan have been incorporated into the budget with the intent to create a balanced scorecard for measuring performance from a fiduciary perspective, internal perspective, customer/stakeholder perspective, and learning/growth perspective. She added that success factors were also developed as part of the overall strategic plan.

Member Riley stated he felt the process was necessary for the City and that the process should be repeated every five to ten years. He stated that the success factors are important for moving forward and the City Council repeatedly stressed that everything the City Council wants to do must have a funding source. He stated the trust issue was one of the basic tenets of the entire process and there was significant discussion about rules of behavior and conduct, being more responsive to residents, and making sure the City Council is working together.

4.02: 2014 Proposed EDA Budget and Levy

Finance Director Lund presented the 2014 preliminary EDA budget and levy and explained the proposed 2014 EDA levy is \$136,739, noting that the EDA is included within the overall General Fund levy limits. She indicated the maximum EDA levy allowed is \$327,574 and the 2014 preliminary EDA budget reflects a change in the EDA staff funding percentage with 34% EDA, 20% TIF, and HRA 46% to provide a more equal split compared to 2013 percentages of 20% EDA, 20% TIF, and the rest to HRA. She advised the preliminary EDA budget stays constant within line items and the only thing changed was the Economic Development Manager position. She pointed out the EDA has its own fund and any monies not spent are carried over year to year, adding the EDA fund balance at the end of 2012 was approximately \$738,000.

Chairperson Steffen questioned whether the EDA should consider not increasing its levy because it did not spend all the money in its fund balance.

Finance Director Lund indicated this decision was entirely up to the EDA.

Chairperson Steffen asked if all levies would be spent assuming the Economic Development Manager is hired in 2014.

Finance Director Lund replied in the affirmative.

Motion by Member Skaff, seconded by Member Williams, to approve the 2014 preliminary EDA budget and levy as presented. Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Williams, Brunt, Hardin, and Riley. Voting No: None. Absent: Member LeTourneau.

Finance Director Lund reminded the EDA that the 2014 budget is preliminary and the EDA can make changes before final adoption on December 10, 2013.

4.03: Discuss Potential Future Industrial Park Land

Assistant to the City Administrator Brama provided historical information regarding the EDA's previous discussions regarding industrial park land available. He stated that property #1 owned by Al Pearson is 90 acres and is a greenfield site with utilities located 1,000' from the site, noting that this site is directly west of the Hageman Holdings site (property #2). He advised that Mr. Pearson is a willing seller and partner, is willing to change the zoning for a future industrial park, and is asking \$65,000 per acre or \$1.49 per square foot, which staff believes is a fair price. He explained that a Greenfield designation is a general reference term for a site typically used as a farm and a Green Acres designation is a tax designation that holds down the tax rate to incent use of the property for agriculture, and the Pearson property carries both designations. He advised that the Green Acres designation limits the tax incentive tools available and TIF cannot be used if more than 15% of the site is office; however, it does allow use of TIF if 15% or less is office and the remaining use is manufacturing and staff feels that TIF could be used for this site. He indicated the City is currently in the process of determining how utilities get to the site, noting that Hageman Holdings is ultimately responsible for extension of utilities to the end of their site but is not required to put in utilities until they develop the property adding that the preliminary estimate for extending utilities is \$500,000-\$800,000. He stated the Development Agreement with Hageman Holdings requires full extension of Bunker Lake Boulevard to four lanes down to Puma, which will increase the square footage price. He advised the City will need to get clarification on the Development Agreement with Hageman Holdings to determine whether the Pearson property would trigger any required improvements to Bunker Lake Boulevard.

Assistant to the City Administrator Brama then presented information regarding the Hageman Holdings 45-acre site (property #2) and explained this site was purchased with the intent of constructing the Legacy Christian Academy. He advised that staff will be meeting with Hageman Holdings to confirm details regarding the site, adding that Hageman Holdings has indicated they are not interested in selling anything north of Bunker Lake Boulevard.

Development Services Manager Gladhill advised the Development Agreement with Hageman Holdings clearly states that if Hageman Holdings builds anything it would trigger the requirement to bring Bunker Lake Boulevard to full capacity.

Assistant to the City Administrator Brama stated that Hageman Holdings has indicated they are going to be selective and is going to want to protect their investment. He stated they are a willing seller and partner, are willing to change the zoning, and utilities are adjacent to the site, but the extension of Bunker Lake Boulevard could increase the price per square foot. He added there is a potential that this site could be used in parallel with the Pearson property.

Assistant to the City Administrator Brama then presented information regarding the 270-acre MPCA site (property #3) which is a closed landfill owned by the MPCA and advised the MPCA has identified some "areas of concern" as well as "methane area of concern," pointing out this designation does not mean there is contamination on the site. He advised that staff contacted the MPCA regarding purchasing the site or allowing the private sector to purchase the property and initially received pushback and staff is working with the MPCA to determine if the public works campus could be located on this site.

Development Services Manager Gladhill presented an email from Jean Hanson from the MPCA dated August 7, 2013, for inclusion in the official record. He distributed a copy of Minnesota Statutes §115B.412 and explained that the MPCA appears to be firm that this statute usurps local government control and requires the City to comply with the MPCA's landfill land use plan, thus precluding use of the site as a public works campus. He advised there are other restrictions on the site related to bonding dollars that the State used to acquire the property from Waste Management; in addition, the MPCA has areas of concern and there are monitoring wells throughout the site to monitor the ground water and the MPCA also wants to save the remaining property for soil remediation purposes. He indicated the westerly parcel has an oak savanna and the City will need to determine whether it wants to protect this area or support development on this site. He explained that if the EDA wanted to move forward with this site to determine if the restrictions could be removed, the City would have to go to the PCA Commissioner or obtain special legislation to remove this site from the MPCA's closed landfill land use plan.

Assistant to the City Administrator Brama then presented property #4, the second Pearson property consisting of 125 acres with mixed zoning. He indicated Mr. Pearson is a willing seller but the major drawback with this site is that utilities are 4,000' from the site and would require a significant investment to get utilities to the site. He then presented property #5 consisting of 160 acres on the south side of Highway 10 with utilities approximately 3,000' from the site. He pointed out this site extends to the Mississippi River and because so much of the property is riverfront, it makes sense that a large portion of the site would be residential. He advised that staff has not contacted the owner of property #5 because of the anticipated cost of this site and the impact to surrounding properties of an industrial park.

Development Services Manager Gladhill noted that this area is part of a statewide critical area designation that would limit how much could be used for an industrial park.

Assistant to the City Administrator Brama presented information regarding property #6, the 44-acre former Diamond's Sports Bar and stated the property is zoned retail and staff has been unable to get clear direction from the property owner regarding their vision for the site.

Member Riley requested that the term "industrial park" be changed to "business park" because of the negative connotations with the term industrial. He also requested that staff provide historical information regarding the City's partnerships with other property owners on business park developments, including the City's role in these developments.

It was the consensus of the EDA to direct staff to pursue the Pearson Properties site (north) (property #1) as the primary industrial park for Ramsey, including engaging surrounding property owners regarding a potential zoning change before submitting an application for a Comprehensive Plan and Zoning Amendment and developing a feasibility study utilizing the City's Engineering Department for full build out of an industrial park (projected revenues and expenditures). It was also the consensus of the EDA to direct staff to continue to discuss the Hageman Holdings property (property #2) to further understand implications of the required completion of Bunker Lake Boulevard, further understand implications of previous assessments, attain asking price, and further understand which type of users would be allowed. It was also the consensus of the EDA to direct staff to continue to discuss acceptable land uses with the MPCA

on the Closed Landfill property (property #3). It was also the consensus of the EDA to direct staff to continue to monitor property #4, #5, and #6 as potential future industrial park sites but to not actively pursue additional information.

4.04: Business Appreciation Golf Tournament Update

Assistant to the City Administrator Brama stated the business appreciation golf tournament will be held on Tuesday, August 20th, with registration at 10:30 a.m., tee time at 12:00 noon, and dinner at 5:30 p.m. He advised that registration stands at 95 and the hole sponsorships have been filled. He requested a volunteer to emcee the event.

Chairperson Steffen agreed to emcee the golf tournament. He also asked that Mayor Strommen be asked to say a few words at the dinner.

Assistant to the City Administrator Brama indicated that Mayor Strommen has agreed to speak at the dinner.

4.05: EDA Updates

Assistant to the City Administrator Brama presented the EDA written updates contained in the agenda. He advised that the XXX bookstore will be demolished tomorrow morning.

Chairperson Steffen requested an update on the McDonalds site.

Assistant to the City Administrator Brama stated the Purchase Agreement has been signed but not closed and the public improvements being installed are the City's responsibility.

Member Riley indicated it was his understanding that McDonalds plans to break ground this fall.

5. Member/Staff Input

None.

6. Adjournment

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

Respectfully submitted,

Kurtis G. Ulrich, City Administrator

ATTEST:

Patrick Brama, Assistant to the City Administrator
Draft by Barbara Hughes, *TimeSaver Off Site Secretarial, Inc.*

Meeting Date: 09/19/2013

Submitted For: Patrick Brama

By: Patrick Brama, Administrative Services

Title:

Annual Fall Networking Event

Background:

Annually, the Ramsey EDA hosts a 'Fall Networking Event.' Typically, this event includes a keynote speaker(s) and a free breakfast. Historically, this event has taken place at the Ramsey Municipal Center in the AR room and has averaged 45 attendees. The Ramsey EDA allocates \$1,500 to this event annually. The demographic that typically attends the EDA Fall Networking Event is manufacturers/large employers. However, the Ramsey EDA has kept the door open to allow other types of business. Typically, there are a few non-manufacturing type businesses that attend the EDA Fall Networking event.

The purpose of the EDA Fall Networking Event is for the City to develop and maintain positive relationships with Ramsey Businesses. Additionally, this event provides an opportunity for Ramsey businesses to network, provide self-help/best-practices solutions and identify opportunities for Ramsey businesses to buy/sell goods locally.

Purpose of Case: discuss planning/coordination of the 2013 Ramsey EDA Fall Networking Event. Staff is presenting to general alternatives to the EDA: (1) status quo: what we have done for the past several years (2) utilize the Anoka Area Chamber of Commerce Manufacturer's Cohort Program.

Observations:

Alternative 1: Traditional EDA Fall Networking Event

As mentioned in the case background--Historically, the EDA Fall Networking Event includes a free breakfast from Wells Catering, 1-3 Keynote Speakers, takes place at the Ramsey Municipal Center and targets Ramsey manufacturers/large employers. Typically, this event draws about 45 attendees. The Ramsey EDA allocates \$1,500 to this event.

The first alternative is a proven process. Although the City doesn't receive 'raving' reviews and overwhelming attendance; it is typical to receive positive feedback from attendees. Overall, the traditional Fall Networking Event format is a strong alternative for EDA consideration.

Alternative 2: Anoka Area Chamber of Commerce Manufacturers' Cohort Sponsorship

Staff would like to propose/identify an opportunity for the Ramsey EDA to sponsor an Anoka Area Chamber of Commerce: Manufacturers' Cohort Networking Event.

Background: In early 2010, the Anoka Area Chamber of Commerce began a regional bi-monthly manufacturers' networking group known as a "Manufacturers' Cohort." This program is a catalyst for strengthening community manufacturing (with a focus on business retention and expansion).

This bi-monthly Manufacturer Cohort group has several similarities/overlaps to the existing Ramsey EDA Fall Networking Event:

- Format (i.e. free meal, keynote speaker, provide relevant/interesting information)
- Goals (i.e. business retention and expansion, business-to-business networking)
- Target Audiences (i.e. manufacturers, large employers)

NOTES: many Ramsey manufacturers/large employers attend the Chamber Manufacturers' Cohort group regularly. In many respects, this group provides the same service as the Ramsey EDA Fall Networking Event. However, one could argue, the Chamber group provides a higher quality product.

Final Approval Date: 09/12/2013

Event Details

Dear Manufacturing Member or Colleague,

The Anoka Area Chamber of Commerce is the regional Manufacture Advocate. We are inviting you to join our next meeting: a unique member cohort experience addressing Leadership.

What: Anoka Area Chamber of Commerce Manufacture Coalition

When: Tuesday December 10, 2013, 11:30 am – 1:00 (Lunch Included)

Where: City of Ramsey, 7550 Sunwood Drive NW, Ramsey, MN 55303

Leadership means getting work done through other people. To do this, front line leaders need to develop skills in effective delegation and "setting others up for success." Leaders must develop increased communication, relationship-building and self-management skills. Research shows that the most effective leader-managers have developed an awareness of their own styles and an ability to adapt to communication style differences.

The Take away to this event will be the knowledge as to how to identify the differences in communication styles in your team and how to use these differences as a tool that will drive performance.

Agenda:

11:15 – 11:30 Meet and Greet: Registration and Networking

11:30 – 12:45 Working Lunch and Cohort Seession

12:45 – 1:00 Consensus on Discovery and Direction Moving Forward

There is no charge to attend, but is only open to Manufacturing organizations. We look forward to your attendance and participation at this event.

BUSINESS NETWORKING EVENT

Thursday, November 29, 2012



8:00 am **Breakfast Social, provided by Wells Catering**

PROGRAM

8:30 am **Welcome & Introduction**

Chris Riley

Ramsey EDA, Chair

8:35 am **Market Outlook/
Current Events**

Mike Mulrooney

Central MN Development Corporation &
Former MN Economic Development Commissioner

8:45 am **Federal Health Care Legislation,
Effect on Local Businesses**

Kerri Gordon

Allina Medical Clinic, Health Policy/Gov. Affairs

8:55 am **RJM & General Paper Products
Business Spotlight, History & Outlook**

Jim Lundeen

RJM & General Paper Products, Owner/President

9:05 am **Group Forum, Introduction**

John LeTourneau

Ramsey EDA Member

9:10 am **Group Forum:**

1. How will health care legislation affect your business and how will you adjust?
2. Ramsey: what are this City's strengths and what can it do to better serve its businesses?

FREE BREAKFAST



**Don't Forget
to RSVP**

RSVP:

Please contact the City staff by Friday, November 23 to reserve your spot (free admission)

LOCATION:

Ramsey Municipal Center, Alexander Ramsey Room
7550 Sunwood Drive NW, Ramsey, MN 55303

CONTACT:

Patrick Brama, Management Analyst, 763-433-9903, pbrama@ci.ramsey.mn.us

Meeting Date: 09/19/2013

Submitted For: Patrick Brama

By: Patrick Brama, Administrative Services

Title:

EDA Updates

Background:

Attached to this case are a number of updates regarding various EDA projects. If time permits, Staff will review in the meeting.

Observations:

NA

Funding Source:

NA

Staff Recommendation:

NA

Action:

NA

Attachments

EDA Updates 09192013

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich
Form Started By: Patrick Brama

Date
09/12/2013 02:21 PM
Started On: 09/11/2013

Final Approval Date: 09/12/2013

EDA Updates 08082013

(1) Old Municipal Center Site Development

Background

The City's Economic Development Authority (EDA) and Council are in the process considering the future development of the "Old Municipal Center Site." The City is considering two general development scenarios for the 20.5 acre site: (A) data center development and (B) residential development.

Today, the *Old Municipal Center Site* is zoned Public/Quasi Public. On Tuesday, June 12, 2013 the Council considered submitting an application to the Planning Commission to amend the City's Comprehensive Plan to allow for either a data center or residential user. The Council decided to re-engage surrounding property owners regarding a data center development before submitting a Comprehensive Plan Amendment application to the Planning Commission; for either type of use.

Update

On July 9, 2013 the City Council directed Staff to formulate a study group consisting of various stakeholders; including: surrounding property owners, at large Ramsey residents, one Planning Commission member, one Economic Development Authority member and one City Council member.

The purpose of the Study Group is to better understand under what circumstances would a data center development be an acceptable use for the Subject Property. The key outcome of this process is a proposal for Council consideration; which will include (1) further documentation/information addressing specific concerns (2) mitigation proposals addressing specific concerns (3) updated site concept maps.

Currently, the City is soliciting interest from stakeholders to participate in the proposed study group. It is estimated, a study group will need to meet 4-6 times. The deadline for residents to indicate interest in joining the committee is September 20. It is estimated the study group will begin in November/December.

NOTE: The purpose of a study group is IDENTIFY and CONSIDER compromises/ solutions; it is possible the focus group may conclude certain concerns cannot be mitigated.

TBRA Grant

The City was awarded a \$14,800 grant from the MetCouncil on June 26, 2013; which will be used to pay for previous and future site investigation costs (environmental assessments, pre demolition survey, asbestos remediation plan, etc.).

(2) Prospect Updates

Diamond Graphics

The City has been working with Diamond Graphics over the past six months to negotiate the sale of City owned property located at 14280 Azurite Street NW. The Subject Property is 4.8 acres in size and is zoned Employment 1 (E1). The subject property was sold for \$410,000 on July 17. Diamond Graphics would like to complete a 30,000 square foot expansion to their existing building by winter 2013. Diamond Graphics has gone through the site plan review process and has recently submitted an application for a building permit.

Prospect Echo

A quickly growing, successful, Ramsey manufacturer has expressed interest in relocating their operations to a new facility. Said manufacturer has posted a 20% increase in sales each year for the past five years, employs 196 people in Ramsey, employs 52 people in a different metro city occupies about 110,000 square feet in Ramsey and about 100,000 square feet in a different metro city.

The prospect is proposing a new 220,000 square foot facility; which would consolidate their two facilities and provide room for expansion. With that, the prospect would relocate 52 employees to Ramsey and create an estimated 75-80 jobs within two years; over 300 jobs total (retained, relocated and created).

Staff is working with prospect Echo now; and has made development proposal. Additionally, Staff has provided options for expansion at their existing Ramsey location; along with lease options. The prospect is reviewing opportunities outside of Ramsey as well.

(3) Business Retention & Expansion Program

Due to workload levels, Staff has not conducted proactive business retention and expansion visits since January. Staff anticipates time to be available to conduct business visits either when an Economic Development Manager is hired or following the EDA golf tournament and Happy Days. Events, admin tasks, responding to prospects, 167/47 and the old municipal center and the industrial park projects are taking priority.

NOTE: staff has conducted 4-6 'reactive' business visits since January.

(4) Economic Development Manager Position

The City held interviews for the new Economic Development Manager position on June 24. Three candidates were selected for interviews. One candidate ended up withdrawing; therefore, two candidates were interviewed.

At the conclusion of interviews, the review board unanimously agreed candidates did not fit the Economic Development Manager position. The City Council directed Staff to utilize a 'head-hunter' service to recruit this position on July 9. The City entered into a contract with Springsted Executive Search to fill the vacant position. The first review of applications will take place in late September. If a qualified applicant is selected, it is estimated the new position will begin on November 1.

(5) 8020 147th Ave NW, Nordvick Property

The City of Ramsey is in the process of improving the existing Highway 10/Armstrong Boulevard intersection to a highway overpass/interchange. Part of this process required the City to purchase privately owned land to dedicate for future right of way (ROW).

The EDA became involved in this process when they assisted the purchase of a property located at 8020 147th Ave NW ("Subject Property"). A small portion of the Subject Property will be dedicated for future ROW. The larger remaining portion was intended to be used for economic development purposes.

The property located at 8020 147th Ave NW contained two commercial buildings; along with various other site improvements. In order to prepare the site for future development, the EDA contracted with

Sauter & Son's for the demolition of buildings and site cleanup of the Subject Property.

Final payment was made to the contractor on August 1, 2013. This project is closed.

(6) 167/47 Commercial Node

Background

The retail node located at 167th Avenue and Trunk Highway 47 has been a topic of discussion with City Councils and EDA boards for several years ("167/47 Node"). The 167/47 Node has struggled to become economically viable for some time, is experiencing high vacancy rates, an increase of blighted building conditions and escalating crime.

The City has received significant number of inquiries from property and business owners located in the 167/47 Node from 2012 to 2013 requesting assistance to help correct a market failure.

Additionally, the City of Ramsey owns an inventory of real property located adjacent to the 167/47 Node totaling 16.52 acres. Said property was identified as surplus City owned land in 2012 and is available for sale.

Both the EDA, Planning Commission, and City Council have expressed interest in addressing the 167/47 Node.

Statement of Goals

To guide City participation in the redevelopment of the 167/47 Node; and, specifically identify a common goal, vision, working parameters and a process to garner public input.

The desired outcome of this document is to develop a clear, consistent, transparent and fair process the City, prospective developers, property owners and Staff can rely on as proposals are received. The Ramsey Economic Development Authority (EDA) shall represent the City of Ramsey in relation to the 167/47 Node by utilizing this document.

Update

The EDA reviewed the above statement of goals on 07/18; at which time, it was recommended the document be forwarded to the Planning Commission for input on a public input process. The planning Commission plans on hosting a public input session in late September and reviewing public input and adopting/amending the "statement of goals" document in October. At which time, the document will be forwarded to the City Council for review and adoption (additionally, the EDA will re-review the revised document before City Council consideration).

Staff plans on setting up a meeting with the property owners group to discuss a marketing strategy after the "statement of goals" document adopted—December.

(7) Future Business Park

Historically, the City of Ramsey has remained competitive in economic development recruitment and expansion opportunities. Unfortunately, the City of Ramsey has recently run low on an inventory of available land for business recruitment (new businesses) and expansion (existing business). Therefore, the City of Ramsey is currently not in a strong position to compete for economic development prospects.

The Ramsey City Council and EDA have recognized the state of the City's economic development position and have identified finding a solution a priority. For the past three months the EDA has discussed potential future business park locations. The EDA reviewed six major sites. As a result, the EDA provided staff with the following direction:

(1) Pursue the Pearson Properties Site (north) as the primary business park for Ramsey

--Engage surrounding property owners regarding a potential zoning change (open house/public input); before submitting an application for a Comprehensive Plan and Zoning Amendment.

--Develop feasibility study, utilizing the City's Engineering Department, for full build out of an industrial park (projected revenues and expenditures)

Upon completion & EDA confirmation (later date)

--Direct staff to pursue shovel ready certification

--Direct staff to develop a memorandum of understanding with AL Pearson regarding the development of his property into an industrial park

--Get Council/EDA policy direction on the use of ED tools and the instillation of public infrastructure.

--Get Council/EDA policy direction on the required expansion of Bunker

(2) Continue to discuss the Hageman Holdings property

--Further understand implications of the required completion of Bunker Lake Boulevard.

--Further understand implications of previous assessments

--Attain asking price

--Further understand which type of users would be allowed

(3) Continue to discuss acceptable land uses with the MPCA on the Closed Landfill property

--The likely scenario would include a public use (i.e. public works campus); which would free up tax exempt land in the existing industrial park. This discussion will likely take several months to unfold.
UPDATE: staff has received word the MPCA is not willing to allow ANY development on this site.

(4-6) Continue to monitor these potential future business park sites; however, do not actively pursue additional information.

Economic Development Authority (EDA)

4.3.

Meeting Date: 09/19/2013

Submitted For: Patrick Brama

By: Patrick Brama, Administrative Services

Title:

Community Development Update

Background:

The purpose of this case is to keep the EDA up-to-date with information from the Planning Commission (i.e. development updates). Please see attached for detail.

Observations:

See attached.

Funding Source:

NA

Staff Recommendation:

NA

Action:

NA

Attachments

CD Update 09052013

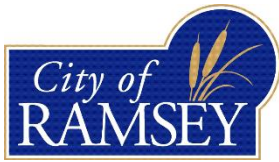
Form Review

Inbox
Kurt Ulrich

Reviewed By
Kathy Schmitz
Form Started By: Patrick Brama

Date
09/12/2013 04:00 PM
Started On: 09/12/2013

Final Approval Date: 09/12/2013



City of Ramsey Development Update

September 5, 2013

Report Background

The following report is updated weekly.

Molin Concrete Expansion and New Operations [\[NEW\]](#)

The City has received an application for Site Plan Review from Moline Concrete at 6820 143rd Ave NW. The site was purchased in 2008 by Molin Concrete Products Company, and has been leased for storage purposes since that time. Molin has now made the business decision to begin production on the site. The proposed expansion will add approximately 10,000 square feet to the existing 60,000 square foot facility. The Site Plan will be forwarded to the October 3, 2013 Planning Commission and the October 22, 2013 City Council for review.

Brookfield 4th Addition [\[NEW\]](#)

The City has received an application for Major Plat – Preliminary Plat Review for Brookfield 4th Addition. The Brookfield Addition is an existing subdivision adjacent to Nowthen Boulevard (CSAH 5). The proposed plat encompasses a majority of the remaining lots from the original Preliminary Plat. The proposed plat includes 77 new lots, which may be phased over a series of Final Plats, according to the Developer (Capstone Homes). The proposed Preliminary Plat is set to be reviewed by the Planning Commission on October 3, 2013 and the City Council on October 23, 2013.

Sweetbay Ridge [\[NEW\]](#)

The inventory of vacant lots currently platted (ready for Building Permit) have been substantially completed within the current phase of Sweetbay Ridge. The original Preliminary Plat indicated two (2) future phases. City Staff has been approached by a prospective buyer to plat an additional 85 lots (approximately). The potential developer is considering submitting an application this fall in order to commence construction in the spring of 2014.

Noble Roman's Pizza at Northstar Marketplace [\[NEW\]](#)

Staff has received an Application for Building Permit for a tenant build-out at Northstar Marketplace (Coborn's Anchored retail center). Noble Roman's is a 'take and bake' pizza restaurant. Noble Roman's is proposed to be located next to Anytime Fitness and the newly opened 'dollar store'.

Residence at The COR [\[No Update\]](#)

Primary Reviewer: Tim Gladhill (tgladhill@ci.ramsey.mn.us; 763-576-4308)

The Residence at The COR is a 230 unit apartment development along Sunwood Drive next to the Ramsey Municipal Center. For more information, visit www.corapts.com or call 763-208-5931.

Temporary Certificates of Occupancy have been issued for 177 of 230 units. [Updated August 29, 2013]



The above photo of Residence at the COR was taken August, 2013 along Sunwood Drive looking west.

Seasons of Ramsey [Updated]

Primary Reviewer: Tim Gladhill (tgladhill@ci.ramsey.mn.us; 763-576-4308)

The Seasons of Ramsey is a 50 unit rental townhome development located in the Town Center Gardens plat at the northeast intersection of Bunker Lake Boulevard and Town Center Drive (also known as Center Street). The Planning Commission reviewed the Sketch Plan of the Plat on December 6, 2012. The Planning Commission held a Public Hearing on the Preliminary Plat and reviewed the Site Plan on January 31, 2013. The City Council approved the Preliminary Plat, Final Plat, Site Plan, and associated requests of February 12, 2013. The Developer was able to successfully close on the Property on Tuesday, March 19, 2013. The Developer anticipates to complete the entire project by December 31, 2013. The City is awaiting a request from the contractor to issue the Building Permit. Leasing information is available at www.essenceproperties.com, 320-255-9910, or info@essenceproperties.com.

Building Permits have been issued for 46 of the 50 planned units. Construction on 147th Lane has commenced (initial grading and staking). Staff continues to complete a number of building inspections on the project.



Photo taken on September 4, 2013 on the north side of Bunker Lake Boulevard looking west.

The Developer was issued a Certificate of Occupancy for one (1), four (4) unit building on Friday, August 30, 2013. Some of those units are now occupied. [Updated September 5, 2013]

McDonalds (Sunwood Retail in The COR) [No Update]

Primary Reviewer: Chris Anderson (canderson@ci.ramsey.mn.us; 763-433-9905)

The Planning Commission reviewed a Request for Site Plan Review for McDonalds on January 3, 2013. The site is located along the re-aligned Sunwood Drive at Armstrong Boulevard, located just north of Northstar Marketplace. The City Council approved the site plan and associated requests on January 22, 2013. The project is now eligible to

submit a Building Permit. The City has received an Application for Building Permit. The Plat (COR TWO) has been recorded.



Staff met with representatives from McDonald's USA on Wednesday, August 22, 2013. Progress continues for both parties on completion of respective obligations. The Stage I Improvements (access and utilities) is substantially complete, subject to verification of correct installation. [Updated August 22, 2013]

Northgate Performing Arts Center [No Update]

Primary Reviewer: Consulting Planner (Contact: Tim Gladhill (tgladhill@ci.ramsey.mn.us; 763-576-4308)

The Planning Commission reviewed a Request for Site Plan Review and Conditional Use Permit for Northgate Performing Arts Center located at 7295 Sunwood Drive NW (northeast intersection of Sunwood Drive and Peridot Street NW) on October 4, 2012. The City Council approved the request on October 23, 2012.

Construction has officially commenced on the facility. The City has approved a temporary closure of one (1) block on Peridot Street for June 18, 2013 to June 21, 2013 in order to set building panels along Peridot Street. The closure would only be from Sunwood Drive north to 145th Avenue (one [1] block). The closure will also impact traffic patterns for PACT Charter School, which is currently not in regular session. The detour would use 145th Avenue west to Peridot Street, then south to Sunwood Drive. The Contractor will be forwarding Staff a detour plan/map. A sketch provided by the Contractor is shown below. When a more detailed map is provided, Staff will ensure proper communication with the City Council and adjacent property owners.



Photo taken September 5, 2013 at Sunwood Drive looking north west.



Photo taken September 5, 2013 at Sunwood Drive and Peridot Street looking north east.

Super America (Sunwood Retail in The COR) [Updated]

Primary Reviewer: Chris Anderson (canderson@ci.ramsey.mn.us; 763-433-9905)

The Planning Commission reviewed a Request for Site Plan Review for Super America located in the Sunwood Retail Center of The COR, along the realigned Sunwood Drive on October 4, 2012. The City Council approved the request on October 16, 2012.

Staff has been contacted by the agent representing Super America. The agent states that Super America has received the results of a market study and is currently reviewing said results. Super America will update the City upon completion of this review. [Updated September 5, 2013]

North Commons (COR THREE) [No Update]

Primary Reviewer: Tim Gladhill (tgladhill@ci.ramsey.mn.us; 763-576-4308)

The Planning Commission reviewed a Request for Minor Plat Review of COR THREE, a seventeen (17) lot single-family development located north of Bunker Lake Boulevard in The COR on June 19, 2012. The City Council approved the request on July 10, 2012.

Preliminary grading and utility work commenced at the end of 2012. The Plat will need to be recorded prior to any Building Permit issuance.

On May 28, 2013, the HRA amended the scope of the project to focus on four (4) of the seventeen (17) lots that are located abutting North Commons (park). The remaining thirteen (13) lots that were approved along Bunker Lake Boulevard could be re-evaluated in the future as market conditions improve. Utilities have been installed for the four (4) 'park lots'.

Staff issued a Notice to Proceed to Hakanson Anderson Associates to revise the approved Final Plat to include only the four (4) lots referenced above. [Updated August 29, 2013]

Stoney River [No Update]

Primary Reviewer: Tim Gladhill (tgladhill@ci.ramsey.mn.us; 763-576-4308)

The Planning Commission reviewed the request for Site Plan Review of Stoney River, a 72 unit assisted living and memory care development at the northwest intersection of Nowthen Boulevard and Saint Francis Boulevard in August, 2011. The site is adjacent to the Lord of Life Lutheran Church Campus. The City Council approved the request in August, 2011.

The City has reviewed the Building Permit, and is awaiting final revisions as requested. Staff has been informed that the Developer has successfully closed on the construction loan and desires to begin preliminary construction the week of September 9, 2013. A groundbreaking has tentatively been scheduled for Wednesday, September 25, 2013 at 3:30 p.m., starting at Lord of Life Church. More details to follow. [Updated August 29, 2013]



Housing Assistance Policy [Updated]

Primary Contact: Tim Gladhill (tgladhill@ci.ramsey.mn.us; 763-576-4308)

The City Council has directed Staff to complete a Housing Assistance Policy. The intent of the policy is to provide a framework for which to review requests for housing assistance and provide a mechanism to review proposals for compatibility with the City's housing goals. The Policy was forwarded to the Planning Commission for development. The Planning Commission has established an ad-hoc sub-committee to assist in the development of the policy.

The Housing Sub-Committee has met on two (2) occasions to date. Current accomplishments include completion of an Interim Policy Statement (until the final policy is adopted), agreement on the framework of the policy, and establishment of housing-type priorities. All drafts must still be approved by the City Council.

Staff provided an update to the City Council on June 11, 2013, and received positive feedback on direction to continue along the current path for completion.

To date, the sub-committee has completed an initial review of demographic data, established an Interim Policy Statement, and established a framework of the proposed policy (product type priorities, minimum thresholds, and scoring/ranking matrix). The ad-hoc sub-committee met on Tuesday, June 25, 2013 and finished a draft of the Minimum Thresholds. The Minimum Thresholds are based on the Housing Chapter Goals and Implementation Strategies of the 2030 Comprehensive Plan. The final step is to complete a draft of the Scoring/Ranking Matrix. This is anticipated to be completed over two (2) to three (3) sub-committee meetings. At that point, a full draft would be reviewed by Planning Commission, EDA, and City Council.

Staff is actively completing a draft of the final piece of the draft policy and has is currently reviewing the content of the draft. That draft is anticipated to be complete within two (2) weeks. The draft will then be reviewed by the sub-committee, forwarded to the Planning Commission in September, and then to City Council review at the end of September.

Staff has completed a draft of the scoring matrix and has had reviewed by area experts as to format and content. Staff will be forwarding a full draft for review in the near future.

A meeting of the sub-committee is scheduled for Thursday, September 12, 2013 to finalize the draft. [Updated September 5, 2013]

Cullinan Rigging [No Update]

Cullinan Rigging was granted approval of a Variance and Site Plan Approval for an expansion of their existing facility at 6815 McKinley St NW. The Building Permit has been issued and construction is underway. [Updated August 29, 2013]

Diamond Graphics Expansion [No Update]

Diamond Graphics was granted site plan approval for their existing facility at 14350 Azurite Street. Staff is nearing completion of the review of the Building Permit. [Updated August 29, 2013]

Ramsey Office Plaza Interior Tenant Build-out [No Update]

The City has issued Building Permits to Ramsey Office Plaza located at 7553 Sunwood Drive for multiple tenant build-outs. The tenant build-outs include relocation of PSD, LLC offices, expansion of the 10th Judicial District Administrative Offices, and expansion of Trott Brook Financial Offices. [Updated August 29, 2013]

5300 Alpine Drive NW (Former Allina Clinic) Tenant Build-out [No Update]

The City has issued Building Permits for 5300 Alpine Drive for two (2) new tenants: 1) Weikel Law Firm and 2) Metro Hydro Graphics. [Updated August 29, 2013]

167th Avenue Retail Node [Updated]

Primary Contact: Tim Gladhill (tgladhill@ci.ramsey.mn.us; 763-576-4308)

The Planning Commission and EDA have both discussed the status of the retail node located at the intersection of 167th Avenue and Saint Francis Boulevard (TH 47). The City had previously been asked to review two (2) potential users at 6001 167th Ave NW (indoor shooting range and clothing recycling warehouse distribution). Per EDA discussion, Staff will be setting up stakeholder meetings to discuss a comprehensive approach with all property owners of the node in regards to future land uses as well as mechanisms to achieve desired future land uses. A more detailed summary will be provided following the outcomes of these stakeholder meetings.

Staff has scheduled a Stakeholder/Property Owner Meeting with owners of commercial/retail property in the area for Wednesday, June 5, 2013. The intent of the meeting is to outline options (land use and economic development related) for Property Owners and discuss a unified vision for the future of the current retail node. Staff will provide an update to the Planning Commission, EDA, and City Council following the Stakeholder Meeting.

The EDA discussed the topic at their July 11, 2013 Meeting and a Special Meeting on July 18, 2013 to finalize a recommendation on formulating current policies and recommendations as well as potential next steps. Staff will update the City Council in the near future.

A Public Process has been tentatively scheduled for Thursday, September 26, 2013. Invites will be sent in the near future to area residents and stakeholders. [Updated September 5, 2013]

Former Municipal Center Future Land Uses [Updated]

Primary Contact: Patrick Brama (pbrama@ci.ramsey.mn.us; 763-433-9903)

In 2006, the City relocated the Ramsey Municipal Center from 15153 Nowthen Blvd NW to 7550 Sunwood Dr NW. The former location still operates as Fire Station #2. The City has been exploring options for future use of this campus and relocation of Fire Station #2. To assist in the analysis of acceptable land uses for this campus for future development, an Open House has been scheduled for Thursday, April 18th from 6:00 to 9:00 p.m. in the Council Chambers (7550 Sunwood Dr NW). The Open House will explore options for single-family and data center users. Multiple smaller group stations, with full size maps and ability for written comments, will be available from 6:00 to 7:00 p.m. A brief presentation will be presented, with ability for large group comment, from 7:00 to 7:30 (or until comments are complete). Small group stations will re-convene following the presentation and comment period.

The Open House was held as scheduled despite weather concerns. Staff continues to compile results and comments from that Open House and presented preliminary findings to the City Council on Tuesday, April 23, 2013. Based on the results of that open house, Staff will presenting the detailed results to the Planning Commission, EDA, and City Council in May prior to taking any further steps. It is at this stage that Staff will discuss future direction, if any direction is desired at this time.

Staff has updated the Planning Commission (5/2/13) and the EDA (5/16/13) on the status of the project.

Staff presented a case to discuss possible next steps at the June 11, 2013 City Council Meeting. The City Council directed Staff to re-engage the surrounding public through a collaborative process utilizing a task force to continue to review options for the site.

Staff met to discuss possible alternatives for the new public process, and anticipates bringing forward alternatives for consideration to the July 9, 2013 City Council Meeting.

The City Council approved the development of a Study Group to begin a collaborative input process to be held at a later date, in order to continue discussions with surrounding property owners as to desired future land uses for the site. Staff will be seeking interested individuals to participate in the process in the near future. Interested names in participating in the process will be brought forward to the City Council at a later date.

Staff has sent a mailing seeking individuals interested in participating in the public process later this year.

A Public Process has been tentatively scheduled for Thursday, October 24, 2013. Invites will be sent in the near future to area residents and stakeholders. [Updated September 5, 2013]

Building Permit Update

The City has issued 1,423 permits year to date. Included in that total are 65 new single-family homes, and 62 new townhome units for a total of 127 new households, eight (8) commercial tenant build-outs, one (1) commercial addition, and two (2) new commercial buildings.

September Planning Commission Meeting

The Planning Commission will meet on Thursday, September 5, 2013 at 7:00 p.m. in the Council Chambers. Cases for Review include:

1. PUBLIC HEARING: Consider Amendment to Planned Unit Development Site Plan Approval for Single-Family Area of Town Center Gardens Third Addition
2. PUBLIC HEARING: Consider Home Occupation Permit for Matt's Plumbing Solutions Located at 5565 164th Ave NW; Case of Matt Ariola
3. Review Concept Plan for Rum River Hills Housing Development; Case of Rum River Hills, Inc.
4. Review Upcoming Public Processes Related to Land Use Review

Detailed Report Information

For more information regarding the project listed above, please contact the Tim Gladhill at 763-576-4308 or visit www.cityoframsey.com/planning-division.



Tim Gladhill, Development Services Manager