

**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, September 3, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Jim Steffen  
                          Member Brian Burandt  
                          Member Philip Brunt  
                          Member Chris Riley (arrived at 7:37 a.m.)  
                          Member Wayne Skaff  
                          Member Kristine Williams (arrived at 7:40 a.m.)

Members Absent:     Member Glen Hardin

Also Present:         Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator  
                          Kurt Ulrich, City Administrator  
                          Mike Mulrooney, ACG  
                          Jason Aarsvold, Ehlers

**1.     CALL TO ORDER**

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

**2.     APPROVE AGENDA**

Chairperson Steffen indicated he would like Case 4.03 moved up to Case 4.02.

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

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

**3.     APPROVE MINUTES**

**3.01:   Approve Meeting Minutes Dated August 13, 2015**

Motion by Member Skaff, seconded by Member Burandt, to approve the August 13, 2015, minutes as presented.

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

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

##### **4.01: Consider Multiple Actions Related to a Potential Life Fitness Expansion Project**

Econ. Dev. Mgr/Assistant City Administrator Brama presented the staff report and reviewed the background of the project, TIF Plan and TIF Agreement with the Board.

Member Riley arrived at 7:37 a.m.

Member Williams arrived at 7:40 a.m.

Mr. Jason Aarsvold, Ehlers reviewed the Development Agreement with the Board.

Chairperson Steffen asked if the purchase price was \$425,000 as a part of the budget.

Mr. Aarsvold stated budgets are usually an estimate but he believed that was taken from an actual TIF application figure.

Econ. Dev. Mgr/Assistant City Administrator Brama stated the purchase agreement on this deal is supposed to be signed this week and the amount he was told for the purchase price was \$425,000.

Chairperson Steffen asked if the budget in the packet was the EDA budget or the Life Fitness budget.

Mr. Aarsvold stated this was the TIF budget so in a sense it is the EDA budget.

Chairperson Steffen asked how they calculate the \$135,000.

Mr. Aarsvold stated that is located in the big documents in the back where there is a cash flow and every year there is an amount of TIF that is generated. He reviewed the process with the Board.

Member Riley asked if there were funds available in TIF District 1 rather than creating a new TIF District within it.

Econ. Dev. Mgr/Assistant City Administrator Brama stated there is \$200,000 to \$300,000 available within that fund.

Member Riley asked if there was a reason why they would want to create a new TIF District rather than utilize the existing one.

Econ. Dev. Mgr/Assistant City Administrator Brama stated he would need to look at this. He indicated the TIF District was created back in the 80's or 90's so the money should be available for other projects but would need to research this.

Mr. Mulrooney explained to the Board the reason why they would want to create a new TIF District rather than use the money in the current TIF District.

Chairperson Steffen asked where Life Fitness is at in terms of projects.

Econ. Dev. Mgr/Assistant City Administrator Brama stated they have not and cannot start their project until this process is complete.

Chairperson Steffen thought staff and the advisors explained why this is the best solution.

City Administrator Ulrich stated he could see if the City Finance Director would be available to come down to discuss with the Board the options available.

Mr. Aarsvold stated they can help on what the pooling requirements would be.

Chairperson Steffen stated he liked the idea that this project fits into the District and they will have extra funds to use elsewhere.

Motion by Member Skaff, seconded by Member Burandt, to recommend the City Council adopt the Resolution to Modify Development District 1, Establish TID District 15, and adopt a Plan for TIF District 15 and finalize and adopt the attached Development Agreement between the City of Ramsey and Brunswick Corporation.

Further discussion: Chairperson Steffen indicated he would like the additional piece available for the City Council.

Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Burandt, Brunt, Riley, Williams. Voting No: None. Absent: Member Hardin.

#### **4.03: Consider Authorizing Economic Development Analysis for the City's Potential Future Business Park**

Econ. Dev. Mgr/Assistant City Administrator Brama presented the staff report to the Board and asked Mr. Mulrooney to discuss the analysis with the Board.

Mr. Mulrooney reviewed the three phases of the project with the Board. He believed they could complete each phase within a 90-day timeline.

Chairperson Steffen asked if they decided to proceed would he envision being back before the Board in October with a market analysis. Mr. Mulrooney indicated that was correct.

Econ. Dev. Mgr/Assistant City Administrator Brama stated to note in the recommendations section, when they consider the funding source for this work, the EDA annually does budget as significant dollar amount for miscellaneous professional services and staff would consider this in line with that work. They do have nearly sufficient funding left in that account to complete this

work for the remainder of the year. If there is a spill over that can be accounted for in a different account within the EDA's budget next year for this exact type of work.

Chairperson Steffen asked if they lean on the Bolton and Mink work they just wrapped up to complete this.

Mr. Mulrooney indicated they would and it is valuable information.

Member Riley asked if the alternatives are part of the scope they are being given and is there any thinking outside of the box.

Mr. Mulrooney stated that is part of the scope they are being given to look at in order to find out what would work best for the City.

Chairperson Steffen thanked Mr. Mulrooney for taking the time to discuss this item with the Board and indicated they will look forward to hearing from him in October.

Motion by Member Brunt, seconded by Member Burandt, to authorize the ACG to complete the work outlined in the attached proposal, not to exceed 170 hours.

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

#### **4.02: Select Date and Speaker for EDA Fall Networking Event**

Econ. Dev. Mgr/Assistant City Administrator Brama presented the staff report to the Board.

Chairperson Steffen asked if there is a well-known business owner or entertainer such as Famous Dave or Dick Enricho that they could invite to speak. He thought someone that would be of interest would bring more people out to the event. He stated he would like to stay away from having a person from the State or MnDOT or Highway 10 Representative.

Member Burandt stated it depends on what the goal is of the event, is it to entertain or educate.

Member Skaff thought a Congressman might be interesting as a speaker.

Member Williams would prefer they focus on content because she thought that would add value to the business community. She stated one of the themes she has heard since last year was businesses looking for employees. She thought they should try to focus around that angle of employment and provide tools from many of their local businesses on how to find and retain the skills needed and provide some connections of local tech schools and other ways they can give their community something they can take away with them. She would like to see something along the lines of content rather than entertainment.

Chairperson Steffen thought the information that Mr. Mulrooney will be putting together may be of interest to the group.

Member Skaff thought the group would want an overview of what the City is doing but he thought they would also need a keynote speaker to make it worthwhile.

Member Williams thought in order to make this a success they need to pick a topic and then find a panel that has a similar theme. They could incorporate some other points into the presentation. She found a turn off is having a lot of different speakers because that makes people feel disjointed.

City Administrator Ulrich stated what comes to mind is they might have an overall Arcean theme, building your business in Ramsey with three different components with a speaker for each one.

Member Burandt thought those are good options and what he has heard recently from people is how they are fixing transit. He thought that was a common theme they have heard that should be addressed.

There was discussion regarding the date of the event. The EDA moved the meeting date to November 12, 2015 with a contingency of November 19, 2015 if needed.

Econ. Dev. Mgr/Assistant City Administrator Brama recapped the discussion of the EDA.

#### **4.04: Preliminary Decision Related to Annual Ramsey EDA Business Expo**

Econ. Dev. Mgr/Assistant City Administrator Brama presented the staff report to the EDA Board.

Member Skaff stated they would have to have some type of tent structure available for the vendors to use rather than asking them to bring their own tent like canopy. He stated they would have some mixed messages from craft people but it could work and would bring more people to the front table of some businesses that that will come over to the Fountains. He thought it was worth looking at.

Chairperson Steffen asked if there was some overlap of vendors from both events.

Econ. Dev. Mgr/Assistant City Administrator Brama indicated there would be. He stated they do have a budget and could get some large tents that would cover the expo.

#### **5. MEMBER / STAFF UPDATE**

The EDA reviewed the Staff Update.

Econ. Dev. Mgr/Assistant City Administrator Brama indicated there is a need for assistance from the City of Ramsey from PSD, LLC. in order to move forward with the project. He stated staff intends to bring an initial case for an initial reaction from the City Council, to the Council on the

8<sup>th</sup>. If the Council does give them the nod then the EDA will need to review this and put together a recommendation for the City Council.

Chairperson Steffen asked why the project has not moved forward.

Econ. Dev. Mgr/Assistant City Administrator Brama stated the reason the project has not moved forward is by choice from PSD, LLC, and not by lack of City support or cooperation. Their proforma came in lower than what was expected and they have chosen to stop the project. One of the major costs miscalculated was fill for the project along with construction costs. They are at a point now that they are pumping the brakes on the project until they hear from the City as to whether or not the proforma can be subsidized so they can move forward with the project. They do not have a building permit today. Their plans are completed for the project and they are ready to go but financially they are on pause right now.

Member Skaff recommended if there needed to be a special meeting he would be in favor of that to keep the project going.

Econ. Dev. Mgr/Assistant City Administrator Brama stated the other update for the group is they authorized training for him through the National Development Council. Previous to this year all of the training took place nationally around the County and next year it is available in Minneapolis. There will be an update in the budget to reflect the decrease in funds needed.

Member Riley stated the Super Value sign is being taken down.

Member Burandt stated Minnesota Marketing Partners will be having a fan tour for members. There will be a helicopter flight showing the region and he will be sure to point out Ramsey.

City Administrator Ulrich updated the Board on activities happening in the City.

## **6. ADJOURNMENT**

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

Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Burandt, Brunt, Riley, Williams. Voting No: None. Absent: Member Hardin.

The regular meeting of the Economic Development Authority adjourned at 9:12 a.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Patrick Brama  
Econ. Dev. Mgr/Assistant City Administrator Brama

Draft by Sue Osbeck  
*TimeSaver Off Site Secretarial, Inc.*