

**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 13, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Jim Steffen  
                          Member Brian Burandt  
                          Member Glen Hardin  
                          Member Dominic Kanaventi  
                          Member LeAnn Lambrecht  
                          Member John LeTourneau  
                          Member Chris Riley

Members Absent:     None

Also Present:         Tim Gladhill, Community Development Director  
                          Sean Sullivan, Economic Development 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 Hardin, seconded by Member Kanaventi, to approve the agenda.

Motion carried.    Voting Yes: Chairperson Steffen, Members Hardin, Kanaventi, Burandt, Lambrecht, LeTourneau, and Riley.   Voting No: None.   Absent: None.

**3.     APPROVE MINUTES**

**3.01:   Approve Meeting Minutes Dated August 9, 2018**

Motion by Member Hardin, seconded by Member Riley, to approve the August 9, 2018, minutes as presented.

Motion carried.    Voting Yes: Chairperson Steffen, Members Hardin, Riley, Burandt, Kanaventi, Lambrecht, and LeTourneau.   Voting No: None.   Absent: None.

**4.     EDA BUSINESS**

#### **4.01: Receive Update on 2019 Preliminary General Fund Budget and Levy**

Finance Director Lund presented the staff report.

Member Hardin referenced the debt summary and asked if those are fixed rate.

Finance Director Lund confirmed that the City does not carry variable rate debt and therefore they are all fixed rate.

Member Hardin asked for information on fiscal disparities.

Finance Director Lund explained that the fiscal disparity pool was put in place around 1970 and is based on the growth of commercial development and the sharing of tax base.

Chairperson Steffen asked if there are any controversial items or what could perhaps be cut from the budget.

Finance Director Lund stated that she presented the five options within the handout at the last Council meeting and the consensus of the Council was for an option 3A, which would use the amount from option three but would also provide the option to bring a second officer on in October 2019. She noted that in September the Council will adopt a preliminary budget and the amount could only be lowered after that time until the final budget is adopted in December.

Member Riley stated that the Council has discussed this topic in worksession multiple times and one of the biggest issues has been staffing. He stated that the Council will consider the preliminary budget at the next meeting in September at the regular meeting. He welcomed comments from the EDA and residents. He stated that he is unsure that everyone will vote in favor for the budget. He noted that there is use of funds in this budget that help to mask some of the increases and advised that although that has a positive impact this year, there will be additional impacts in future years. He stated that although the property values have substantially increased over the past few years, he does not believe that the budget should rise in the same manner.

Finance Director Lund stated that until the tax statements are received in November, the levy amount should be the focus as the overall impact to the tax payer will not be known until the other agencies submit their amounts.

#### **4.02: Review 2018 EDA Business Appreciation Day Event**

Community Development Director Gladhill presented the staff report.

Chairperson Steffen stated that he would love to see attendance back to 120 to 130.

Community Development Director Gladhill stated that in the past there was consistent attendance around 140 and did not believe that should be a problem in the future with increased attention from staff.

Economic Development Manager Sullivan stated that he believed that there were some problems with conflicting events on the date this year. He stated that in the past when he worked for the City, there was larger participation and believed that moving the event back to the third Tuesday and providing additional focus from staff will increase attendance.

Member Kanaventi stated that he felt the event was very well organized and had great food, as a first-time attendee.

Member LeTourneau stated that he attended the event and also thought it was well run. He suggested the possibility of moving the event into July, which would move the event further from the Happy Days event. He commented that this event occurs for a larger purpose, as this is a business retention activity and believed that this is time and money well spent as a healthy business community is good for the City. He stated that the numbers are not as important as having a good group of businesses together networking and communicating.

Community Development Director Gladhill noted that staff can bring the topic back in the future for further discussion on the date.

#### **4.03: Approve Program Outline, Speakers and Emcee for 2018 EDA Business Networking Event**

Economic Development Manager Sullivan presented the staff report.

Chairperson Steffen asked if staff is also in the process of securing panelists.

Economic Development Manager Sullivan reviewed the panelists that have been secured.

Member LeTourneau expressed appreciation to staff for putting this together. He asked how firm this agenda is and stated that he would like to talk more about the second agenda item. He asked if that is the issue that warrants this much attention for the business community, specifically whether there is enough material included in the initiative or whether another topic may be more appropriately aligned to inform the business community.

Community Development Director Gladhill stated that there is enough material in the Anoka County initiative and it is a positive benefit to the community. He noted that staff plans to provide an update on the topic to the EDA at the October meeting, ahead of the event. He also recognized the input that some broader initiatives could be helpful and could be part of the City updates, using the example of the Highway 10 corridor.

Member LeTourneau stated that he feels like there have been many opportunities for the Anoka County initiative to be introduced throughout the County and asked if there will be new information provided.

Chairperson Steffen asked if the group has heard about the topic many times and asked staff for a quick summary of the item.

Community Development Director Gladhill stated that the initiative was originally started by Connexus Energy and started with an economic development study completed earlier in 2018 and ultimately led to the hiring of an Economic Development Coordinator at Anoka County. He provided additional information on how the Anoka County team will assist communities throughout the County, providing supplemental services, or for smaller communities providing much more assistance, along with marketing. He stated that Ramsey participates in the partnership for a cost of \$1,500 per year to help pay for the marketing efforts. He stated that perhaps the Anoka County staff person attend the October EDA meeting to provide additional input to the EDA.

Chairperson Steffen agreed that it would be good to have the Anoka County staff person attend the October EDA meeting and suggested that staff provide more details on the City update portion of the event at that time as well.

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

The EDA reviewed the Staff Update.

Community Development Director Gladhill thanked everyone in the planning team that contributed to the success of the Happy Days event this past weekend. He reported that the Affinity at Ramsey project has begun construction with the intent of opening late 2019 or early 2020. He stated that Ramsey Elementary School is continuing its construction with the intent of opening for the fall 2019 school year. He stated that as the community continues to grow, there is more pressure placed on infrastructure and the Council continues to plan for the increased capacity.

Member LeTourneau referenced the interfund loan and asked the original amount of the loan.

Finance Director Lund replied that the original amount was about \$2,000,000. She stated that funds from water and sewer, the remaining letter of credit and HRA funds were used. She noted that once the loan is fully repaid, the policy identifies that proceeds will be allocated towards parks but noted that is at the discretion of the Council.

Member LeTourneau recognized that the original amount of the loan was \$2,000,000 and the City has been able to reduce that amount to \$700,000 through the sale of City owned land. He noted that each purchase of property within The COR, continues to reduce that interfund loan and places those properties back on the tax base.

Economic Development Manager Sullivan stated that in the past 2.5 weeks that he has been on staff he has been meeting with businesses and continuing with business retention visits and provided an update. He stated that it has been great to connect with businesses that he has worked with in the past and developing new connections. He stated that he has also attempted to

incorporate himself into projects that have also begun in attempt to become part of those processes, and the sale of property is simply the first step in a long relationship.

**6. ADJOURNMENT**

Motion by Member Hardin, seconded by Member Burandt, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Burandt, Kanaventi, Lambrecht, LeTourneau, and Riley. Voting No: None. Absent: None.

The regular meeting of the Economic Development Authority adjourned at 8:18 a.m.

Respectfully submitted,

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Sean Sullivan  
Economic Development Manager

ATTEST:

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Monika Maxey  
Economic Development Administrative Assistant

Draft by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*