

**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, July 11, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Jim Steffen  
                          Member Shang Berg  
                          Member Brian Burandt  
                          Member Glen Hardin  
                          Member Dominic Kanaventi  
                          Member Mark Kuzma (arrived at 7:47 a.m.)  
                          Member Chris Riley

Also Present:         Sean Sullivan, Economic Development Manager  
                          Tim Gladhill, Community Development 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, Berg, Burandt, and Riley. Voting No: None. Absent: Member Kuzma.

**3.     APPROVE MINUTES**

**3.01:   Approve Meeting Minutes Dated June 13, 2019**

Motion by Member Hardin, seconded by Member Burandt, to approve the June 13, 2019, minutes as presented.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Burandt, Berg, Kanaventi, and Riley. Voting No: None. Absent: Member Kuzma.

**4.     EDA BUSINESS**

**4.01:   Consider Approving First Amendment to Purchase Agreement for Lots 1, 2, and 3, Block 1, COR TWO; Case of RGH Ramsey LLC (Portions may be closed to the public)**

Chairperson Steffen he will not be participating in the discussion or vote for this case as the developer is his Uncle. Chair Steffen stepped down from his seat and observed the meeting

Economic Development Manager Sullivan presented the staff report.

Member Hardin asked who is drafting the amendments.

Economic Development Manager Sullivan stated that staff drafted changes to the boilerplate agreement. The City Attorney has reviewed the agreement.

Member Hardin stated that it appears that this is a redraft of the Purchase Agreement rather than attaching an amendment. He asked if this is the proper method.

Economic Development Manager Sullivan noted that either option would be acceptable and that the intent of this document was to replace the original Purchase Agreement.

Member Hardin referenced page seven, Item 13, C4, where it states as described in Section 15 and asked if that should state Section 14.

Community Development Director Gladhill stated the City Attorney would be reviewing the final document to ensure everything is consistent and the right references are made before signature.

Economic Development Manager Sullivan acknowledged that the change should be made and ensured that the correction would be made.

Member Hardin asked for details on commission.

Economic Development Manager Sullivan provided additional details on the commission.

Member Hardin referenced the language related to extensions and noted that there are multiple references to building permit and certificate of occupancy no later than July 15, 2020. He explained that those items are not obtained at the same time and wondered why the language is linked.

Economic Development Manager Sullivan stated that in the past the certificate of occupancy is the trigger for the right of re-entry and therefore would strike building permit language where needed. He explained that the extension would change that date to November 15, 2020 rather than July 15, 2020. Sullivan thanked Member Hardin for his comments and questions.

Community Development Director Gladhill stated that if one item is going to be removed, it should be building permit. Pulling a building permit does not mean that construction has been completed and therefore the certificate of occupancy would be the desired trigger.

Motion by Member Hardin, seconded by Member Riley, to recommend to City Council to approve the First Amendment to Purchase Agreement, which also provides flexibility in the final determination of the site layout, subject to City Attorney approval.

Motion carried. Voting Yes: Acting Chairperson Burandt, Members Hardin, Riley, Berg, and Kanaventi. Voting No: None. Absent: Member Kuzma.

Chairperson Steffen rejoined the EDA.

**4.02: Consider Approving Amended Right of Re-Entry Agreement for Cottages at the COR: Case of Centra North**

Economic Development Manager Sullivan presented the staff report.

Member Kanaventi stated that he noticed that work began onsite once the snow cleared and therefore, he would support the request.

Community Development Director Gladhill noted that five building permit have been submitted and the developer/builder is moving forward.

Motion by Member Hardin, seconded by Member Kanaventi, to recommend to City Council to approve the proposed Amended Right of Re-Entry Agreement, subject to City Attorney review as to legal form.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Kanaventi, Berg, Burandt, and Riley. Voting No: None. Absent: Member Kuzma.

**4.03: Anoka Area Chamber of Commerce: Manufacture Cohort: 2019 Partnership Subscription Renewal**

Economic Development Manager Sullivan introduced John LeTourneau with the Chamber of Commerce.

John LeTourneau, Chamber of Commerce, stated that he is presenting to the EDA to gain support for manufacturing in the Anoka County region, specifically through the Manufacturing Cohort of the Chamber of Commerce. He provided background information on how the cohort was formed.

Member Kuzma arrived.

Mr. LeTourneau explained that the cohort meets on a regular basis to develop and support programing to strengthen local manufacturing. He stated that the three main areas of focus are workforce acquisition, workforce training and continuous improvement. He highlighted some of the community partners that the Chamber works with that have found the program valuable and participate in the cohort. He also provided a list of 24 manufacturing businesses in Ramsey that the cohort has interacted with this year, noting that the cohort works with about 115 unique

manufactures throughout the County. He provided details on the workforce model and the work the cohort has done to help prepare students at Anoka High School through programming and educational opportunities. He reviewed statistics on Anoka County employment noting that there is a continued demand. He stated that the cohort continues to build on the workforce model and is looking for new opportunities moving forward.

Member Hardin left the meeting.

Chairperson Steffen commented that it is exciting to see how the program has expanded over the years. He noted that the Chamber includes seven cities but only Anoka and Ramsey are included as partners.

Mr. LeTourneau stated that as the program continues to expand it will continue to look for additional partners. He stated that currently the group is able to focus more on Anoka and Ramsey with Anoka County also participating. He noted that other cities have been invited to participate. He noted that the cohort activities are funded through the trusted partners and that manufacturers are not charged or required to be a member of the Chamber to interact with the cohort. He explained that the cohort felt that if membership were required there would not be the same level of participation initially.

Member Burandt stated that he cannot say enough positive things about the work the cohort is doing. He noted that this is fulfilling a need in the community as manufacturing is the backbone of the community and this cohort has been a great leader. He stated that the \$5,000 is a minor contribution in comparison to the taxes generated by the businesses in the community and the jobs that can be created through this program.

Mr. LeTourneau noted that he has heard similar comments from businesses throughout the community.

Chairperson Steffen asked who is teaching the trades curriculum at the high school.

Mr. LeTourneau stated that the Anoka Hennepin School District has its own teachers at the high school and utilizes the STEP program at the Anoka Technical College. He noted that part of the process with the ISD 11 was also to update some of the classrooms with updated technology and equipment.

Member Kanaventi stated that he is very impressed with the program. He asked what the source that was used to estimate the average salary for employment.

Mr. LeTourneau stated that he reviewed information in Anoka County over 11 employment sectors. The data was mined from the Minnesota Department of Labor.

Member Kuzma stated that this program allows young people in the community to stay in the community as they age.

Motion by Member Burandt, seconded by Member Berg, to recommend continued support the Anoka Area Chamber Manufacture Cohort in 2019 including \$5,000 in funding.

Motion carried. Voting Yes: Chairperson Steffen, Members Burandt, Berg, Kanaventi, Kuzma, and Riley. Voting No: None. Absent: Member Hardin.

Economic Development Manager Sullivan noted that these programs support expansion of Ramsey businesses that are committed to adding new employees including Anderson Dahlen Vision Ease, and Delta ModTech.

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

Economic Development Manager Sullivan stated that LazyDays RV is holding a ribbon cutting today. He provided an update on Business Appreciation Day noting registration was ahead of last year. He noted that Delta ModTech continues to move through the approval process and hopes to pull permits in August.

Community Development Director Gladhill provided an update on the Highway 10 improvement process. He stated that there are still boards in the lobby of City Hall and additional information can be found on the website.

## **6. ADJOURNMENT**

Motion by Member Kanaventi, seconded by Member Berg, to adjourn the meeting.

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

The regular meeting of the Economic Development Authority adjourned at 8:26 a.m.

Respectfully submitted,

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Sean Sullivan  
Economic Development Manager

ATTEST:

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Wendy Schlueter  
Economic Development Administrative Assistant

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