

**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, February 13, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Scott Cords
 Member Mark Kuzma
 Member Chris Riley

Members Absent: Member Glen Hardin

Also Present: Sean Sullivan, Economic Development Manager
 Tim Gladhill, Deputy City Administrator
 Public Works Superintendent Grant Riemer
 Administrative Services Director Colleen Lasher

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 Burandt, seconded by Member Cords, to approve the agenda.

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated January 9, 2020

Motion by Member Riley, seconded by Member Kuzma, to approve the January 9, 2020, minutes as presented.

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

4. EDA BUSINESS

4.01: Select 2020 Business of the Year

Economic Development Manager Sullivan presented the staff report.

Member Kuzma stated that he agrees with the staff recommendation, he would also suggest looking at Armstrong Kennels, which has been a long-time business in the community.

Chairperson Steffen suggested that perhaps at minimum, Armstrong Kennels move to the short list.

Member Burandt recalled the discussion the previous year and stated that he supports Panther Precision Machine for 2020 Business of the Year.

Chairperson Steffen agreed that Panther Precision was a very close second the previous year and should be selected for 2020.

Economic Development Manager Sullivan stated that additional businesses could be added to the large list as well. He noted that he will move Armstrong Kennels to the small list.

Chairperson Steffen noted that residents could also notify staff if they would like to nominate a business for 2021.

Motion by Member Burandt, seconded by Member Riley, to select Panther Precision as the 2020 Ramsey EDA Business of the Year.

Further discussion: Member Cords stated that he was not a member of the EDA the previous year and was unsure how any given businesses would have been picked and therefore he will abstain as he is unsure of the selection criteria. He stated that he has nothing against Panther Precision, nor does he instead support a different business, he simply does not feel that he would have enough information to make a decision. Economic Development Manager Sullivan explained the information that was included in the packet and welcomed additional questions. He recognized that this item did not have the discussion it typically would because of the discussion the previous year. Member Cords commented that he did read that information and then felt that he could support a vote.

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

4.02: Discuss Options for Northern Nine (9) Acres of Lot 1, Block 1, Bury and Carlson Addition (Future Public Works Campus Site and Economic Development Parcel)

Economic Development Manager Sullivan presented the staff report.

Member Riley commented that there have been two purchase agreements on this property in the past and asked if the removal of the portion recommended would have stopped either of those agreements from going forward.

Economic Development Manager Sullivan commented that area did provide greater flexibility in those proposed projects.

Deputy City Administrator Gladhill stated that this was the third purchase agreement that has been seen on this site. He stated that two of the agreements were multi-tenant spaces that could have adjusted to seven acres. He stated that seven acres would be provide a marketable site.

Public Works Superintendent Riemer commented that final design should be ready by September, with preliminary plans to be developed in April. He noted that the additional space would provide flexibility during the design process for the new public works facility but may not ultimately be needed.

Deputy City Administrator Gladhill explained that this flexibility will allow the architects to review the possible reuse of the existing buildings as an option.

Chairperson Steffen asked if it is possible that the current site would no longer be needed and would become available.

Public Works Superintendent Riemer commented that the plan, at minimum, would be to reuse those buildings as storage for police and public works.

Member Cords referenced the existing public works buildings and asked for input on the condition of those buildings.

Public Works Superintendent Riemer commented that those buildings would most likely require some investment. He explained that the buildings were brought onsite prior to the existing building code and therefore any change in use would require investment in the buildings to bring them up to date. He noted the reuse of the buildings would be in the final phase and could be done further in the future with more of a focus on the new public works facility at this time. He confirmed that the only investment in those buildings would be the cost to bring the buildings up to the current building code. He provided the timeline for the project, estimating that footings would be put in place this fall with the move in occurring in early 2022.

Motion by Member Kuzma, seconded by Member Burandt, to recommend to City Council to list the northern seven acres for economic development purposes as recommended by staff.

Further discussion: Member Cords asked if there are any building code or zoning limitations that are limiting the City's ability to sell the land, or whether it is simply a condition of the market. Economic Development Manager Sullivan commented that unfortunately the past buyer was simply unable to move forward. He stated that the site has obtained Minnesota Shovel Ready Certification.

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

4.03: Review Real Estate Management Strategy for City Owned Land Listed by CBRE

Economic Development Manager Sullivan presented the staff report.

Chairperson Steffen asked if the clause that was added during the last contract renewal was related to commission.

Economic Development Manager Sullivan reviewed the changes that were made to commission during the last contract renewal process reducing some sales to 3% commission for City based leads.

Member Kuzma commented that he is comfortable in the manner in which CBRE markets the City's property and supports this action.

Member Riley stated that there is an upcoming worksession for the City Council related to high-density housing and asked how it could impact CBRE if the City decides to hold off on additional high-density housing.

Economic Development Manager Sullivan replied that only a small portion of parcel 46 is really the only area left that could potentially have apartments as a use. Therefore, he did not believe that there would be an impact on CBRE.

Motion by Chairperson Steffen, seconded by Member Kuzma, to recommend to City Council to approve the draft amendment to Listing Agreement with CBRE dated February 1, 2020.

Further discussion: Member Cords asked if there is any reason that CBRE would not move forward with the amended agreement. Economic Development Manager Sullivan replied that he is confident that CBRE would move forward with the amended agreement.

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

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan indicated that the Business Expo is scheduled for April 4th and provided an update on the planning process. He stated that he has been sending emails to the EDA to advise of upcoming business visits and asked if that is sufficient notification for those that may wish to attend. The EDA indicated the new process was working.

Administrative Services Director Lasher stated that there is one seat on the EDA that is expiring, and that member had decided to apply for reappointment. She provided an update on the vacant position on the EDA, noting that staff has been recruiting for that position and will extend the application period in attempt to gain additional applicants. She noted that interviews will occur on March 16th with the new member joining in April.

Economic Development Manager Sullivan provided an update on the Cobblestone and Gigi's Salon projects. He noted that the developers are currently working together to determine the best location for the lot line between the properties. He stated that once the lot line is selected, Cobblestone will move forward with the plat and the site plan process. He stated that if everything continues to move forward, Cobblestone would be on schedule to break ground in spring and Gigi's would aim to begin the project in October.

Deputy City Administrator Gladhill advised of a joint worksession that occurred between the City Council and Planning Commission earlier this week to discuss some larger residential development projects and provided a brief summary. He referenced the area north of Trott Brook which is also proposed to have residential development. He provided a brief update on other economic development activity within the community and Highway 10 improvement efforts.

Member Cords asked when and how additional residential properties would impact drawing precinct lines.

Deputy City Administrator Gladhill stated that the districts would be reviewed in 2022. He stated that it is very important that everyone participate in the census later this year, as that will help in the state and federal redistricting that will follow.

Member Riley provided an update on a recent meeting he and City staff attended in January with the U.S. Post Office in attempt for Ramsey to gain its own zip code. He noted that while the City went into the meeting with the understanding that the answer would be no at this time, it was understood that the City will continue to ask and will continue to report growth as that will support the request.

6. ADJOURNMENT

Motion by Chairperson Steffen, seconded by Member Kuzma, to adjourn the meeting.

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

The regular meeting of the Economic Development Authority adjourned at 8:08 a.m.

Respectfully submitted,

Sean Sullivan
Economic Development Manager

ATTEST:

Wendy Schlueter
Economic Development Administrative Assistant

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