

**ECONOMIC DEVELOPMENT AUTHORITY  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a special meeting on Thursday, April 23, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota. Meeting by telephone or other electronic means in accordance with Minnesota Statute 13D.021.

Members Present:     Chairperson Jim Steffen  
                          Member Brian Burandt  
                          Member Scott Cords  
                          Member Glen Hardin  
                          Member Debra Musgrove  
                          Member Chris Riley

Members Absent:     Member Mark Kuzma

Also Present:        Sean Sullivan, Economic Development Manager  
                          Tim Gladhill, Deputy City Administrator  
                          Kurt Ulrich, City Administrator

**1.     CALL TO ORDER**

Chairperson Steffen called the Economic Development Authority meeting to order at 9:00 a.m.

Deputy City Administrator Gladhill read a statement explaining that the meeting today is being held remotely under the emergency declaration and COVID-19 situation.

**2.     APPROVE AGENDA**

Motion by Member Riley, seconded by Member Burandt, to approve the agenda.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Cords	aye
Commissioner Hardin	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Chairperson Steffen	aye

Motion carried.

**3. APPROVE MINUTES**

**3.01: Approve Meeting Minutes Dated April 7, 2020**

Motion by Member Hardin, seconded by Member Cords, to approve the April 7, 2020, minutes as presented.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Hardin	aye
Commissioner Cords	aye
Commissioner Riley	aye
Commissioner Burandt	aye
Chairperson Steffen	aye

Motion carried.

**4. EDA BUSINESS**

**4.01: Consider Early Closing for Part of Outlot A, Stone Brook Academy to Ramsey Hotel Group, LLC**

Economic Development Manager Sullivan presented the staff report.

Member Cords asked if the City costs would be covered under the new agreement.

Economic Development Manager Sullivan confirmed that the Right of Re-Entry Agreement covers that ability.

Chairperson Steffen asked if the City would have any risks allowing an early closing.

Economic Development Manager Sullivan noted that the developer would have control of the land for a certain period of time. He stated that the strength of the Right of Re-Entry Agreement is sufficient according to City Attorney and therefore does not feel there is a risk in being able to get the land back.

Deputy City Administrator Gladhill explained that when a request meets the requirements of the zoning district, a project can move forward when the party owns the land. He explained that the City would have more control over adding additional requirements during review if the land was not owned in advance by the Developer.

Economic Development Manager Sullivan provided additional details on a contingency of the Right of Re-Entry Agreement related to the financing.

Deputy City Administrator Gladhill noted that staff verified that Councilmember Musgrove is the alternate Member of the EDA and will therefore be able to vote on the remainder of the votes.

Member Musgrove asked if the City would lose the Right of Re-Entry if the developer were to sell the land after purchasing it.

Economic Development Manager Sullivan stated that in the event that the developer sold the land, the City would have the Right of Re-Entry as that document is filed as a lien against the property. He noted that the agreement also specifies the proposed development that can occur, in this case a hotel with restaurant component.

Chairperson Steffen asked the original closing date and the proposed closing date.

Economic Development Manager Sullivan noted that a date had not yet been set as that typically occurs later in the Site Plan process. He anticipated that the closing could occur in mid to late May with perhaps a June Site Plan review at the Planning Commission.

Motion by Chairperson Steffen, seconded by Member Riley, to recommend to City Council to allow Ramsey Hotel Group, LLC to close on the property prior to Site Plan approval and approve a Right of Re-Entry Agreement.

Further discussion: Member Cords asked if this has been presented to Cobblestone. Economic Development Manager Sullivan confirmed that this request initiated from Cobblestone and the developer and bank have seen the Right of Re-Entry Agreement as proposed and did not have any comments.

A roll call vote was performed by the Deputy City Administrator:

Member Cords	aye
Member Hardin	aye
Member Riley	aye
Member Musgrove	aye
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

#### **4.02: Consider Approval of Lease with Mille Lacs Motor Sports (Power Lodge) at 6701 Hwy 10 NW**

Economic Development Manager Sullivan presented the staff report.

Chairperson Steffen asked for details on the number of square feet and how the rent price was agreed upon.

Economic Development Manager Sullivan noted that the City's property manager completed that calculation based on the diagram the base lease was market rate.

Chairperson Steffen commented that this area would be out of sight from Highway 10.

Economic Development Manager Sullivan noted that this would be a 60-day lease and would not recommend this on a long-term basis due to its proximity to the Commuter Rail.

Motion by Member Burandt, seconded by Member Musgrove, to recommend to City Council that to approve the lease as presented.

A roll call vote was performed by the Deputy City Administrator:

Member Hardin	aye
Member Cords	aye
Member Musgrove	aye
Member Riley	aye
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

**4.03: Consider Adopting an Emergency Ordinance Allowing Temporary Signage within Public Rights-of-Way on an Interim Basis as Additional Business Tool Due to Stay at Home Order**

Deputy City Administrator Gladhill presented the staff report.

Member Cords asked if this could be rescinded if it becomes problematic.

Deputy City Administrator Gladhill confirmed that the ordinance would be tied to the Stay at Home Order and could be rescinded or adjusted.

Member Musgrove stated that she likes that this is a method to support the business community during this time and would support the ordinance remaining for 30 days past the Stay at Home Order.

Deputy City Administrator Gladhill confirmed that staff would support that.

Chairperson Steffen noted that similar actions have occurred on Federal and State levels and asked if the City is following.

Deputy City Administrator Gladhill stated that this has been approved by the County Board, therefore signs are allowed in the County owned right-of-way. He did not believe MnDOT would approve similar regulations for State right-of-way. He confirmed that this action would allow signage within City right-of-way.

Economic Development Manager Sullivan stated that the staff recommendation includes language to allow the ordinance to remain for two months past the expiration of the Stay at Home Order, which would address Member Musgrove’s comment.

Motion by Member Burandt, seconded by Member Cords, to recommend to City Council to adopt an Emergency Ordinance to allow temporary signage in public rights-of-way during the current stay at home order and up to two months after that order ends.

A roll call vote was performed by the Deputy City Administrator:

Member Hardin	aye
Member Cords	aye
Member Riley	aye
Member Musgrove	aye
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

**5. MEMBER / STAFF UPDATE**

Economic Development Manager Sullivan provided an update on the Business Expo and Business Appreciation Day events.

**6. ADJOURNMENT**

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

A roll call vote was performed by the Deputy City Administrator:

Member Cords	aye
Member Hardin	aye
Member Musgrove	aye
Member Riley	aye
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

The regular meeting of the Economic Development Authority adjourned at 9:37 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.*