

**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, November 18, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Scott Cords
 Member Chelsee Howell
 Member William MacLennan
 Member Michael Olson (via Zoom)
 Member Chris Riley

Members Absent: Member Rachal Johnson
 Member Jim Steffen

Also Present: Sean Sullivan, Economic Development Manager
 Brian Hagen, Deputy City Administrator/Community Development
 Director

1. CALL TO ORDER

Chairperson Cords called the Economic Development Authority meeting to order at 7:30 a.m.

2. APPROVE AGENDA

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

A roll call vote was performed:

Member Howell	aye
Member Riley	aye
Chairperson Cords	aye
Member MacLennan	aye
Member Olson	aye

Motion carried.

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated October 14, 2021

Motion by Member Riley, seconded by Member MacLennan, to approve the October 14, 2021, minutes as presented.

A roll call vote was performed:

Member MacLennan aye
Member Olson aye
Chairperson Cords aye
Member Riley aye
Member Howell aye

Motion carried.

Chairperson Cords welcomed Deputy City Administrator/Community Development Director Hagen.

4. EDA BUSINESS

4.01: Consider Purchase Agreement for Parcel 50; Case of Java Properties

Economic Development Manager Sullivan presented the staff report.

Chairperson Cords stated that he likes the idea and is positive about moving forward. He stated that there is a discussion about securing a right-in/right-out access and asked if there has been thought about how that will work with the Highway 10 improvements.

Mark Krogh, Java Companies, commented that the right-in/right-out is for Veterans Drive and is critical to the whole development. He stated that the phase one tenants are ready to go. He stated that he will get details from staff about that concern. He noted that they have talked about the Highway 10 construction with the tenants.

Economic Development Manager Sullivan commented that access to any County road requires discussion and approval from the County. He noted that once the PA is approved, they will move forward to the County for review. He stated that speaking with engineering there would be a six-to-eight-foot elevation change to the ramp and therefore Veterans Drive would be sloped to connect. He stated that realistically the official layout will be approved within the next few weeks and then engineering will design the details for the Highway 10 improvements.

Chairperson Cords referenced the six-to-eight-foot rise and asked if that would be handled with retaining walls or whether parking would be lost.

Mr. Krogh believed that they could handle it with grading but could also use boulder walls if necessary. He referenced a project they completed in Champlin with similar product used.

Member Riley thanked Java for being present. He stated that this is an exciting project, and he is glad Java stayed through the discussions with PACT. He asked for details on the timing of phases one and two.

Mr. Krogh stated that once they are under contract, they will begin civil architecture. He noted that they have letters of intent or verbal commitments with the phase one tenants. He noted that the phase one tenants are fast moving and therefore believes that will be done in 2022. He stated that the phase two tenants are slower moving and therefore it is unlikely that would go through in 2022. He believed they would start entitlement for phase two in late summer of 2022 with a 2023 deal.

Member MacLennan asked if the tenants could be elaborated on.

Mr. Krogh stated that there is a quick service Mexican concept restaurant, a carwash, drive-thru only coffee shop, and a dollar store. He noted that there is a financial institution interested and they are trying to figure out how that could fit into the plan. He stated that they could swap out the dollar store for the financial institution.

Member Olson commented that this sounds good, and he did not have any questions.

Motion by Member MacLennan, seconded by Member Howell, to recommend to City Council to approve Purchase Agreement on Parcel 50 with Java Properties as presented, subject to City Attorney review.

A roll call vote was performed:

Member Olson	aye
Member MacLennan	aye
Chairperson Cords	aye
Member Riley	aye
Member Howell	aye

Motion carried.

4.02: Receive 2021 Business Expo Summary and Select 2022 Venue

Economic Development Manager Sullivan presented the staff report.

Member Riley commented that it was a good event. He stated that attendance was expected to be down and recognized that the decision was made to get the event back on track with the expectation for lower numbers. He agreed that the April time of year is a better time for the event. He stated that perhaps they can consider new ways to reach people and market the event.

Member MacLennan stated that the venue was great for the event. He agreed that it was important to get this back on track even though there were lower numbers. He believed that spring would be a better time of year for the event.

Economic Development Manager Sullivan reviewed the details for the proposed 2022 event.

Chairperson Cords commented that this was the first business expo he attended and found it to be an interesting event that was well organized. He agreed that it was a nice venue for the event that could handle much more traffic and would agree to using the venue again. He stated that the \$5,000 budget request also seems reasonable.

Economic Development Manager Sullivan stated that staff always wants to ensure tax dollars are being maximized. He noted that in 2019 the EDA allocated \$7,000 for the event. He stated that they have looked at ways to improve the process and reduce costs. He noted that even though the request of \$5,000 is up from \$4,000, it is still under that original budget of \$7,000.

Motion by Member MacLennan, seconded by Member Olson, to select Adrenaline Sports Center as the home of the 2022 Business Expo, reserve the venue for a Saturday in April of 2022, and approve a budget allocation of \$5,000.

A roll call vote was performed:

Member Howell	aye
Member Riley	aye
Chairperson Cords	aye
Member MacLennan	aye
Member Olson	aye

Motion carried.

4.03: Approval of 2022 Business Network Meeting

Economic Development Manager Sullivan presented the staff report.

Chairperson Cords asked if the rental of the audio system is included in the \$5,000 or whether that would be an additional cost.

Economic Development Manager Sullivan replied that if the audio equipment is needed, it could be covered within the \$5,000 amount.

Chairperson Cords asked if the only additional cost that could arise is if there were additional people that would like to attend in excess of the budgeted amount.

Economic Development Manager Sullivan confirmed that would be the only additional cost and noted that if additional people would like to attend that would be a good thing for this event.

Chairperson Cords asked who would build out the agenda for each of the topics.

Economic Development Manager Sullivan replied that staff would prepare and coordinate the presentations for the items on the agenda.

Motion by Member Cords, seconded by Member MacLennan, to recommend to allocate \$5,000 for the 2022 Business Network Meeting, approve the proposed agenda, and select Business Network Meeting date of January 24, 2022.

A roll call vote was performed:

Member Howell	aye
Member Riley	aye
Chairperson Cords	aye
Member MacLennan	aye
Member Olson	aye

Motion carried.

5. MEMBER / STAFF UPDATE

Deputy City Administrator/Community Development Director Hagen introduced himself noting that he most recently worked as the City Administrator for the City of Hanover. He stated that position allowed him to wear many hats and he was most interested by community development. He stated that he has been impressed at what he has seen since joining Ramsey and is excited to join the team.

Chairperson Cords welcomed him to the City.

Economic Development Manager Sullivan provided an update on recent development activity and interest.

Chairperson Cords stated that he was under the impression that Bunker Lake Boulevard would be expanded to two lanes from Sunfish Lake to Armstrong and stated that it does not appear that was done.

Economic Development Manager Sullivan replied that there is a joint powers agreement that addresses future traffic flow for Bunker Lake Boulevard and the original plan expanded that to two lanes in each direction. He noted that growth and traffic patterns have not supported that expansion at this time. He stated that the proposed improvements are anticipated to have a 15-to-20-year lifespan and additional lanes could be considered in the future.

Member Riley stated that intersections and traffic flow have been improved through this project.

6. ADJOURNMENT

Motion by Member Riley, seconded by Member Howell, to adjourn the meeting.

A roll call vote was performed:

Member Olson	aye
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Member MacLennan aye
Chairperson Cords aye
Member Riley aye
Member Howell aye

Motion carried.

The regular meeting of the Economic Development Authority adjourned at 8:19 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Sean M. Sullivan".

Sean Sullivan
Economic Development Manager

ATTEST:

A handwritten signature in black ink that reads "Wendy Schlueter".

Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.