

**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, June 13, 2024, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Scott Wyinginger
 Member Chelsee Howell
 Member Rachal Johnson
 Member William MacLennan
 Member Chris Riley
 Member Shanna Stewart

Members Absent: Member Brittany Lindahl (excused, maternity leave)

Also Present: Sean Sullivan, Economic Development Manager

1. CALL TO ORDER

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

2. APPROVE AGENDA

Motion by Member Johnson, seconded by Member Stewart, to approve the agenda.

Motion carried. Voting Yes: Chairperson Wyinginger, Members Johnson, Stewart, Howell, MacLennan, and Riley. Voting No: None. Absent: Member Lindahl.

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated April 11, 2024

Motion by Member Johnson, seconded by Member Stewart, to approve the April 11, 2024, minutes as presented.

Motion carried. Voting Yes: Chairperson Wyinginger, Members Johnson, Stewart, Howell, MacLennan, and Riley. Voting No: None. Absent: Member Lindahl.

4. EDA BUSINESS

4.01: 2024 Business Appreciation Day Revised Budget Approval

Economic Development Manager Sullivan presented the staff report.

Member Stewart commented that she supports the nominal increase per person for attendance versus the EDA providing the additional funding.

Member MacLennan agreed that he did not think people would object to the increase in pricing. He asked for details in the promo budget.

Economic Development Manager Sullivan stated that was another way to help solve for the budget involving an increased EDA allocation, recognizing that item bounces from year to year.

Chairperson Wyingner referenced the high increase in pricing for the meals, at \$13 per person and asked for more information.

Economic Development Manager Sullivan replied that the food cost increased about \$3 per person, but the service charge and tax on food was rolled into that budget line item this year and it had not been in previous years.

Motion by Member MacLennan, seconded by Member Johnson, to approve revised budget as presented (increase registration to \$110 and “dinner only” to \$50) and to open up online registration.

Motion carried. Voting Yes: Chairperson Wyingner, Members MacLennan, Johnson, Howell, Riley, and Stewart. Voting No: None. Absent: Member Lindahl.

4.02: Receive 2024 Business Expo Summary and Select 2025 Venue and Date

Economic Development Manager Sullivan presented the staff report.

Chairperson Wyingner commended staff for their efforts with the event. He recognized that they are going to discuss ways to improve the event but it should be noted that it was still a great event.

Member Johnson agreed with the thought of having vendors acknowledge that they should not pack up until the allowed time. She suggested that perhaps there is someone out front directing people to assist in wayfinding. She stated that the food truck was a great addition and bingo seemed to be a great addition as well.

Member MacLennan stated that he did not attend this year but commented that in years past people have also packed up early. He agreed that acknowledging, in the registration, that they should not pack up until the end. He stated that perhaps 9 a.m. to 1 p.m. would be a better timeframe to accommodate for the lunch hour. He also agreed with the \$500 increase to the budget.

Member Stewart commented that she would agree with a four hour event rather than five hour event, also having it in writing that vendors must stay until the end time. She stated that she would not want staff to approach vendors packing up early at the event. She commented that the booth

is paid for by the vendor and it is their choice of whether they want to pack up, but perhaps that is noted, and they are then placed at the bottom of the list or in a less desired spot for the next year.

Member Riley also agreed with the hour change. He noted that if the traffic really slowed down, that would lead to people packing up and leaving. He stated that he would also agree with a person directing or even signage could assist in wayfinding. He commented that it was a great event and they continue to build upon that. He also agreed with the increase in the budget.

Economic Development Manager Sullivan commented that if they do not pair with the bags tournament, it would be unlikely that they would have a food truck. He noted that food trucks also take up parking stalls. He displayed an aerial view of the site and noted an area that had plenty of parking available in front of the other building, but perhaps some people were not aware there was parking in that area. He noted that perhaps vendors are told to park in that area next year which would free up many other spots in the other areas. He stated that it would be problematic to have someone directing traffic during the event, but staff could assist in directing vendor parking prior to the event. He stated that currently the event is open to the public from 10 a.m. to 2 p.m. but agreed that they could move the time to 9 a.m. to 1 p.m.

Chairperson Winyinger commented on his tradeshow experience and noted that three hours would be a tight window for people to want to invest their time and therefore preferred a four hour window. He also supported the 9 a.m. to 1 p.m. window. He noted that if the day is nice in terms of weather, people will not tend to go to an indoor event. He stated that he has signed agreements at other events that state the vendor will leave their booth up until the end time and if they do not, they may jeopardize their ability to participate in the future.

Member Johnson commented that she does believe that an overlap of events does draw additional traffic and asked if holding the event on its own would draw less traffic.

Economic Development Manager Sullivan commented that last year there were people with uniforms going into the event, while this year there was not. He noted that avoiding an overlap would free up additional parking space. He noted that there would most likely still be something else going on at the space, just not another big event.

Member Howell stated that she also supported the change in time and agreement for vendors. She stated that moving the vendor parking would create more parking availability and therefore it would be nice to have an overlapping event that would have a food truck.

Economic Development Manager Sullivan asked for clarity on whether the event should be held on its own on April 12th or whether there should be an overlap with another event. He confirmed the consensus of the changed time of 9 a.m. to 1 p.m., having vendors check a box that they must keep their booth up until the end time and if they leave early they will be at risk of not participating in the future.

It was the consensus of the group to move the vendor parking and continue to pair with another event. Member Johnson volunteered to come early and assist in directing traffic.

Motion by Member Johnson, seconded by Member MacLennan, to select Adrenaline Sports Center as the home of the 2025 Business Expo with a date to be determined (estimated to be in April of 2025), and to approve the 2025 event budget.

Motion carried. Voting Yes: Chairperson Wyingner, Members Johnson, MacLennan, Howell, Riley, and Stewart. Voting No: None. Absent: Member Lindahl.

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan provided an update on recent City Council actions of EDA interest as well as other development updates (Waterfront Village, Complete Auto, Chanticlear Pizza Bar & Grill, Hotel, Aldi, Take 5 Oil Change, potential sale of the lot north of Aldi, Norhart, Skyline by PSD).

Member Johnson commented that the new City of Ramsey sign at Bunker and 47 looks great.

6. ADJOURNMENT

Motion by Member Johnson, seconded by Member Stewart, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Wyingner, Members Johnson, Stewart, Howell, MacLennan, and Riley. Voting No: None. Absent: Member Lindahl.

The regular meeting of the Economic Development Authority adjourned at 8:11 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.