City of North St. Paul
Economic Development Authority
Regular Meeting Agenda

November 9, 2021
3:00 PM

The **November 9, 2021** Economic Development Authority meeting will be conducted at 3:00 p.m. The meeting location is the Sandberg Room at City Hall, located at 2400 Margaret St., North St. Paul.

Members of the public are permitted to attend the meeting in person, however, it is encouraged to view the meeting remotely. Instructions can be found below.

November 9, 2021 **Zoom meeting can be accessed via:** https://tinyurl.com/NSPEconDevAuth
(**from a PC, Mac, tablet, iPhone or Android device)**
or by phone at US: +1 929 205 6099 or +1 301 715 8592

The Economic Development Authority Zoom meeting will be 'open to the public' to listen in, but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

Please join the meeting early to test your audio and video settings. If you join via a device and your audio is not working, you may need to use the dial-in phone number option in order to be heard.

I. Call to Order

II. Roll Call

Robert Dew, Chair
Kevin Fuller, Vice Chair
Don Jensen, Treasurer
Tom Schifsky
Archie Vickerman
Terry Furlong, Mayor/Council Representative
Tim Cole, Council Representative
Brian Frandle, Executive Director
Brett Garry, Business Association Representative

STAFF
Lisa Ritchie, EDA Admin. Assistant

III. Adopt Agenda

IV. Approval of Minutes

A. October 12, 2021 Meeting Minutes

V. Meeting Open to the Public

Note: This is a courtesy extended to persons wishing to address the authority who are not on the agenda. A completed public comment form should be presented to the Economic Development Authority Secretary prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

VI. Public Hearings

VII. Authority Business & Action Items

A. Follow-up on St. Paul Port Authority discussions

B. Debrief on Joint/Planning/EDA meeting

C. Redevelopment Master Plan discussion

VIII. Old Business

IX. Executive Director Report

X. Treasurer's Report

XI. Chair Report

XII. Mayor Report

XIII. Reports from EDA Members

XIV. Reports from Staff

XV. Adjournment

The next regularly scheduled Economic Development Authority meeting is December 14, 2022

City of North St. Paul
Economic Development Authority
Regular Meeting Minutes

October 12, 2021

3:00 PM

The Economic Development Authority meeting was conducted at 3:00 p.m. The meeting location is the Sandberg Room at City Hall, located at 2400 Margaret St., North St. Paul.

Call to Order

Pledge of allegiance

Roll Call

Robert Dew, Chair
Kevin Fuller, Vice Chair - Absent
Don Jensen, Treasurer
Tom Schifsky
Archie Vickerman
Terry Furlong, Mayor/Council Representative
Tim Cole, Council Representative
Brian Frandle, Executive Director
Brett Garry, Business Association Representative - Absent
<u>STAFF</u>
Lisa Ritchie, EDA Admin. Assistant

I. Adopt Agenda

Robert proposed a change under VI.
Item "C" was moved to Item "A" and the other two items were moved down.

Motion to adopt agenda with the above proposed change by
Chair Dew, and seconded by Mayor Furlong, with all present voting aye (4-0). Motion carried to adopt the October 12, 2021 Agenda as amended.

II. Meeting Minutes

Motion to approve the September 14, 2021 meeting minutes was made by Commissioner Vickerman, and seconded by Commissioner Jensen, with all present voting aye (4-0). Motion carried to adopt the October 12, 2021 Agenda as amended.

III. Meeting Open to the Public

There was no one from the public in attendance.

IV. Authority Business & Action Items

A. Discussion with St. Paul Port Authority - Develop Assistance

Lee Krueger (President) with the St. Paul Port Authority was in attendance by ZOOM. Initial discussions were previously had with Terry Furlong, Brian Frandle and Robert Dew with The Port Authority on how they can assist the EDA in achieving their goals. The meetings were very informative on all they had to offer for services. Being as the city no longer has a full-time position to support the EDA, this could be a good opportunity to supplement the needed support, hence Lee was asked to join the meeting to share all The Port Authority could offer. Per Lee, The Port Authority:

- Manages the harbor of St. Paul.
- Industrial redevelopment
- State wide services for 64 MN counties;
  - Property Assessed Clean Energy Loans
  - Licensed Real Estate Brokerage Firm

Lee spoke of several projects The Port Authority has helped with in various cities across MN. Gaining site control is very important if it is the city's intention to control the outcome. There are different ways to gain site control such as: option, purchase, deferred payment plan and the Port Authority has experience with each of these. The Port Authority could put a plan together to work with the city, where the city is the client. The Port Authority would work for us as part of their brokerage arm.

Lee opened it up for questions and informed the EDA that if there is a site you want to control the outcome on, his goal would be to help gain control of it.

Robert Dew stated he would like to get a consensus from the EDA to move forward with the Port Authority to help resolve the issue with the Lilly Building and trying to get that location tied in with the North Saint Paul vision.

Terry Furlong asked Lee why he is a fan of gaining site control?

Lee's response was if you have a site that you don't control the outcome of, you can't prevent something undesirable or not in the city's best interest from going in there. The Port Authority also has resources for obtaining grants to control the outcome which isn't always the case.

Robert stated it might be wise to work with The Port Authority because the upcoming plan for Hilcrest and how could North St. Paul help support the needs of the new residents in that area. Another reason is to be able to collaborate with The Port Authority as needs arise. The Port Authority could also be looked at as an extension of staff who can help with grant writing and other administrative tasks without incurring to cost of a full-time employee.

Terry asked what are some of the options for the Lilly Building?

Robert stated the EDA has been working with the current owners to understand their needs and seek ways in which we can help and make it a win-win for the current owners as well as the city.

Lee gave the scenario of the Sears building on Rice Street. The current owners chose to hold the site and not work with The Port Authority as they thought they could turn it on their own. That was not the case and now a couple of years later and over $2,000,000 paid for taxes and other expenses, they still haven't sold it.

Another scenario (a deferred payment) given by Lee was for a building that has been for sale for 4-5 years in which the Port Authority made them the offer that was accepted. They didn't need the cash flow immediately, but they wanted their full price. The port authority bought it and took on the environmental liability, so the Port Authority gave owners the indemnity, unless they were the cause of any contamination. The seller is now ready for a purchase agreement. He is willing to take a little bit of a reduction in price in order to get a tax benefit if there is a closing by the end of the year. This give the Port Authority time to find development partner. The Port Authority uses the partners money and financing but the Port Authority has 50/50 decision making so whatever leases or outcomes they get on the project, they have control. This is the model the Port Authority could help North Saint Paul create with a potential developer. Or, the building could just be flipped. In the case mentioned above, they seller is going to get close to asking price, he just isn't going to get the money for a few years. That gives the Port Authority the chance to help deliver the outcome.

Lee was thanked by Robert Dew for his information and let him know the group would discuss and circle back with him at a later date after the group talks about next steps.

There were no other thoughts or questions for Lee. At that time, Lee left exited the Zoom call.

Robert addressed the EDA, thanking them for taking the opportunity to engage with the Port Authority and explain our vision. The EDA, at this point, doesn't know what should go in where the Lilly building is or what will go in, but they do know if they don't take control but they do know they would like it to be compatible with what is going in downtown and serves the needs of the community. The next step Robert is proposing is to engage with the Port Authority and share our vision at a deeper level and give them the opportunity to do their due diligence, then proposed an engagement plan with an end goal.

Terry stated the situation down there now is at a stand-still because of the money needed to rehab it and rid the hazardous wastes. If we take site control, it gives us the opportunities to do what we want with it.

Robert explained the Port Authority has the necessary staff to execute what needs to be done to move forward. As well as the value the Port Authority has to offer from past experience. Robert stated he didn't think a vote was necessary at this point as the next step does not involve spending any money. It is just getting a proposal from the Port Authority. There would be a need for a vote if the EDA decides to move forward down the road and engage with the Port Authority for their help on the Lilly building. Terry stated he thinks a vote is necessary. Robert then made a motion to authorize the EDA to engage with the St Paul Port Authority to engage in next steps. Terry added the EDA should also engage with the current owners on negotiations. Robert stated that would be on the Port Authority, we may do it jointly initially but they are going to do the leg work under the brokerage arm. Don Jensen inquired as to whether or not the study has been done yet on the hazardous material in the Lilly building. Robert stated to the best of his knowledge, the owners have not done anything yet. Robert stated he is lead to believe the owners do not want to put any money towards it which leave the EDA running out of options to move the ball down there unless the city was willing to write a check. Don stated he is concerned if this doesn't move forward, the city may be left with something they don't want. Robert feels it is the charge of the EDA to facilitate business retention and attraction, building the tax base for the city, helping to bring in and provide services for the residents. If we can find a creative way to gain control of it and satisfy the current owners at the same time, it is in everyone's best interest. Archie Vickerman agrees the EDA should move forward with engaging with the Port Authority to determine what our option are and a fee structure so the EDA can decide within the next month.

Robert asked if anyone was opposed to moving forward? Terry stated he was not opposed. If there is an issue with the hazardous materials clean up, it would be good to have the Port Authority on our side. Don reaffirmed and added especially if there is grant money available. Don stated he knows there is asbestos tile in there and they use lead for many years to do the print.

The EDA discussed the many benefits of working with the Port Authority. Their knowledge and experience could be valuable.

Robert restated the motion to be authorize EDA members and/or staff to engage with the Port Authority with the ultimate goal of getting a proposal to work represent the EDA on acquiring the Lilly building. Archie Vickerman seconded the motion, with all present voting aye (4-0). Motion carried.

There was a brief discussion on possible outcomes, previous development projects and the importance of having a vision and executing our long-term plan.

Robert stated his next step would be for him to have a conversation with Lee Kruger and opened the offer to anyone else that wants to be involved in the initial conversation. He would get Lee into town, layout our vision and the figure out next steps and report back at the next meeting.

B. **Review subsidy policy**
Robert stated, the revised subsidy policy went out to everyone via email. He added it could be discussed in depth if the EDA would like or just entertain if there are any objections to what's contained in it. Robert summed up at last month's EDA meeting, it was discussed the revised subsidy policy was presented to council, council had accepted it. The EDA's name was on it but there wasn't time to circulate the revised policy before going to council. So, it was circulated for review by the EDA after it had been approved by council. There is no action to be taken.

C. **Review finalized loan agreement**
The loan agreement was included the packet. Robert reviewed the agreement at a high level indicating the EDA was granting $125,000 loan to the new owner of Mac's restaurant. The equipment will be collateral. The owner will provide the EDA with the details of the equipment including the purchase price. The owner will pay for the equipment upfront and the EDA will reimbursement. The loan is 0% interest, forgivable over 5 years at 25% per year. The borrower will need to provide submissions to the EDA each year that represents the equipment is still there and remains viable and they comply with all city codes. The loan will be executed today.

V. **Executive director report**
Brian Frandle stated he had stopped by the former Nik-Nack Shoppe a few times but was not able to connect with the current owner to get information.

VI. **Treasurer's report**

a. **Financials**

Robert asked for an update on timing on filling the city manager position. Terry stated there are 22 applicants that will be narrowed down to 10. The anticipated timing is by the end of the year to have a new city manager in place.
Robert stated he didn't think we have any pressing issues for the financials. Don Jensen confirmed.

VII. **Chair report**
Robert stated the Redevelopment Master Plan committee will be meeting on October 25th at 6:30. On October 21st, there is a joint EDA/Planning commission meeting. The agenda is not out yet, but planning to discuss business retention efforts and update on EDA. The planning commission is proposing a future topic of retail service aren't desirable. This discussion will be appropriate after the Redevelopment Master Plan Review. Robert proposed discussing the planned improvements for the city parking lot, south of Luther Auction as well as discussing the electrical charging stations. Robert added, he intends on informing the planning commission on the conversations the EDA has had on the Lilly building and that block.
Robert asked if anyone has anything else to add to the agenda? Don Jensen asked if we maintained the BP site? Has the city mowed it? Terry stated we have.
Don said, the other thing is we talk about making a left-hand turn. Are they going to sell the property? They haven't cleaned it up. Robert said we haven't started any action on this yet. Terry stated, the cleanup is on code compliance but the left-hand turn should be discussed with Target. The county gave the city the OK to do a left turn lane. Robert said the property issue is an EDA issue but the turn lane should be in someone else's hands. He asked if this topic should be discussed next month or do take some action on that? He thought staff should reach out to Target, but isn't sure we have the staff to do this. Terry said it should be discussed with Target real estate. Robert said staff should reach out to Target to pitch in on the turn lane and

asked if there is a budget for that? There was uncertainty as to who's responsibility it is to pay for the improvement as it is a county street. Terry stated the project should be EDA driven. Robert stated is shouldn't be just Target, it should be Target, Mueller, Valvoline and the credit union. Terry agreed. Robert stated WSB could give a ballpark estimate on the left-hand turn project.

VIII. Mayor report

Mayor Terry Furlong stated Qwik-Trip ribbon cutting ceremony is scheduled for October 28th at 11:00 AM.

IX. Reports from EDA members

Robert asked who (if anyone) would be unable to attend the next EDA meeting which is scheduled for November 9th? There was only 1 planned absentee so the meeting will be held as scheduled. Terry stated the EDA should plan to review their schedule for next year and decide if they will meet every month or every other.

X. Staff report

None

XI. Adjournment

Meeting adjourned at 4:25 PM

CITY OF NORTH ST. PAUL
PLANNING COMMISSION AND
ECONOMIC DEVELOPMENT AUTHORITY
JOINT MEETING MINUTES
THURSDAY, OCTOBER 21, 2021
6:00 P.M.

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

Chair Barton called the meeting to order at 6:00 p.m. The meeting was conducted in person and via Zoom.

II. ROLL CALL

ECONOMIC DEVELOPMENT AUTHORITY	
Robert Dew, Chair	
Kevin Fuller, Vice Chair	ABSENT
Donald Jensen	
Tom Schifsky	Zoom
Archie Vickerman	
Brett Garry, Business Association Representative	ABSENT
Terry Furlong, Mayor/Council Representative	
Tim Cole, Council Representative	ABSENT
PLANNING COMMISSION	
Elaine Barton, Commission Chair	
Patrick Blees, Commissioner	Zoom
Erik Brenna, Commissioner	
Rick Gelbmann, Commissioner	ABSENT
John Monge, Commission Vice Chair	
Andrew Wise, Commissioner	Zoom
Allan Worm, Commissioner	Zoom
Lisa Wong, Commission City Council Liaison	

STAFF
Brandy Howe, WSB City Planner
Lisa Ritchie, Planning Secretary

III. ADOPT AGENDA

The October 21, 2021, Joint Meeting Agenda was adopted by consent.

Mayor Furlong stated representatives of the Arts & Culture Commission would be attending the meeting later to give a presentation.

IV. APPROVAL OF MINUTES
-None.

V. MEETING OPEN TO THE PUBLIC

There were no comments.

VI. PUBLIC HEARINGS
-None.

VII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

A. Planned Improvements to the City owned parking lot (south of Luther Auction) and vehicle/pedestrian/bicycle connection to 7th Avenue, electric vehicle charging stations and the projected need

Economic Development Association (EDA) Chair Robert Dew reviewed proposed improvements to the City-owned 195-stall parking lot south of Luther's, funding for which has been set aside in the Capital Improvement Plan. He added parking has become a real concern in the City as it relates to business attraction and retention. He noted the EDA hopes to get feedback and comments from the Planning Commission on aspects of the parking lot, and how it ties into the downtown street improvement plan.

Chair Dew stated the Electric Department has confirmed that the parking lot will have power connection, and two electric vehicle chargers are planned to be installed with funding from the Minnesota Municipal Power Association (MMPA). He added he feels that 2 chargers will be inadequate, and provisions should be made for additional future chargers.

Chair Dew stated the EDA had purchased a property on 7th Avenue with the intent of creating a pedestrian-friendly connection between the parking lot and 7th Avenue, although they no longer have control of it. He added discussions are ongoing with WSB regarding opportunities that may exist in some of the spaces between existing buildings to provide public spaces and a connection to the parking lot. He stressed the importance of planning for bicycle parking, bicycle lanes, access for nearby neighborhoods, and many other issues.

Chair Barton called for feedback and comments from the Commissioners.

Commissioner Gelbmann stated he agrees that having additional electric car charging stations is a good idea in planning for the future. He stressed the importance of having a forward-looking perspective for the City.

Chair Barton agreed, adding the City supports renewable energy and lower emissions, and a walkable downtown area. She added accommodating vehicles, pedestrians and bicycles is problematic, and a connection between 7th Avenue and the parking lot would be extremely helpful.

Chair Dew agreed, adding the property is owned by Luther, and in talks with the City Engineer, the EDA is looking at the potential for taking it on.

Chair Dew stated he questions whether 195 stalls are necessary, and he would support creation of some green space and safe pedestrian areas within the parking lot. Chair Barton agreed, adding ADA-compliant pedestrian access will be important. She noted a pedestrian-friendly area will provide access to 7th Avenue from the parking lot.

Commissioner Gelbmann stated the possibility of solar panels could be considered.

Mayor Furlong stated the capacity for additional electric charging stations is being taken into consideration.

Council Member Wise stated he agrees that car charging stations are necessary, and two stations is probably okay for now, but having the capacity for more is a good thing. He added it is an indication that the City is supportive, and it ties into solar panels as well. He noted, in his opinion, the pedestrian experience connecting the parking lot to 7th Avenue is the most important aspect of the parking lot discussion.

Council Member Wise stated there has been discussion about how difficult it is to plow the lot the way it is currently designed. He added the new parking lot should be designed for easy maintenance, access and functionality. He noted an open space linking 7th Street and the parking lot would be a great opportunity for businesses to have an additional store front to draw people in, as well as outdoor seating and public art. He stressed the importance of the pedestrian experience over everything else.

Chair Barton stated she supports the idea of a pedestrian connection, but she would not encourage that it be used for vehicle traffic. She added it could be a seating area and could be used for public art on the sides of the buildings.

Arts & Culture Commission presentation

Chair Barton welcomed representatives of the Arts & Culture Commission.

Tom Sonnek stated he is the Chair of the newly formed Arts & Culture Commission. He introduced Co-Chair Trudy Ohnsorg.

Ms. Ohnsorg stated the Arts & Culture Commission has been meeting for a little over a month and has been very busy and focused. The Commission has determined that its purpose is to inspire connection and community through the development of public art and cultural expression and has drafted directional statements to guide their work. Some goals of the Commission are broad and collaborative representation; sustainable funding sources; exceptional and engaging artists and ideas; and clear bylaws and procedures.

Ms. Ohnsorg stated the Commission plans to create opportunities to connect with the North St. Paul community through artistic collaboration. She added intergovernmental connectivity and support will be sought through the City Council and the City's Commissions, as well as external research and guidance.

Ms. Ohnsorg stated sustainable funding sources will be pursued, including state and local partnerships, arts and legacy funding, foundations, grant writing, and partnerships with local businesses. She added there are many different options for fundraising. She noted an annual budgeting process will be created so the Commission can forecast anticipated resources and how to look at long term strategies for projects.

Ms. Ohnsorg stated the Commission will be reviewing a wide variety of project types, with different types of artists and ideas. She added there will be an emphasis on local artists, but other talent will be brought in whenever possible. She noted the Commission intends to create avenues for youth participation, to have art be an experience and process that they can engage in within their community, and project locations around the City will be considered – the downtown area, parking lots, parks, events, buildings, and other areas.

Ms. Ohnsorg stated, with regard to bylaws and procedures, the Commission intends to have a process that is understandable and fair, with standards for membership and communication. She added the Commission is starting with introductions to City government groups, and then will reach out to the community, to initiate communication processes that are open and fair.

Ms. Ohnsorg stated the Commission has a few questions for the Commissioners, which they will be asking to other City organizations moving forward. She asked how the Commissioners believe the City can benefit from having an Arts & Culture Commission.

Chair Dew stated, from an EDA perspective related to business attraction and retention, anything that brings pedestrian traffic, and gives people a reason to come into town, is a positive benefit that adds to the overall effort of building of a more vibrant and stable city. He added, from his experience as a contractor, it is common for commercial building permit fee schedules to include a public art fee. He noted that could be an ongoing public funding source.

Mr. Sonnek stated that is a great idea. He added the Commission is a little late to the game, with so many recent development projects in town.

Chair Barton stated people are intrigued about something that is not shopping-related, if there is a quiet place where they can gather and enjoy public art. She added it is a quality-of-life issue and6 it really matters, not just to draw people to North St. Paul, but also for the people who live here. She noted this will provide a benefit that residents might not even realize that they want.

Commissioner Jensen stated the State Representative Leon Lillie is the Chair of the House Legacy Commission, which has a biennial budget. He added that Commission might provide opportunities for funding for arts projects. He noted the Commission could provide plans and ideas for a kick-off project.

Commissioner Wise stated many cities are Arts Commissions and are doing similar work with regard to local arts projects. He added he is a fairly new resident and is interested in the history of

North St. Paul, and the importance of place. He noted the City has a unique downtown area, as well as the Gateway Trail and many other special public spaces.

Commissioner Wise stated public art that is most impactful and memorable is projects and installations that are tied to place. He added North St. Paul has many areas that are just waiting to be celebrated, and the Arts Commission is a perfect vehicle for that. He noted he is happy and excited that the Commission is up and running, and there are a lot of amazing things that they will be able to do.

Commissioner Worm asked about the silos at Schifsky & Sons, that were discussed for murals.

Chair Barton stated Schifsky was going to work on a plan with the City, but now that would fall under the Arts & Culture Commission, when they are comfortable with undertaking a project like that.

Commissioner Worm stated the North St. Paul Green was disbanded as of last night, as they have no more projects to work on.

Mayor Furlong stated the North St. Paul Green has been put on hiatus until more projects come up, but they have not been disbanded.

Commissioner Gelbmann stated there is a great opportunity for the Arts Commission to be able to communicate the community's identity, which is valuable for people who live here and new residents, as well as visitors to North St. Paul. He added this presents an organized way of communicating that has value.

Chair Sonnek stated the Commission has met as a group and have felt that the purpose of the Commission is to provide an expression of the people who live in North St. Paul. He added many people have many different ideas about what North St. Paul means to them.

Mayor Furlong stated Council Member Lisa Wong is the Council Liaison for the Arts & Culture Commission, and she will be a great asset. He added he met with the Veteran's Committee who are hoping to do a "freedom rock" installation in Veteran's Park. He added he hopes they can work with the Arts Commission.

Chair Dew stated, in terms of creating change, the EDA was formed in 2008 and it took a long time to feel like they were affecting any change. He urged the Arts Commission to stick with it.

Council Member Wong stressed the importance of including multiple functions in plans for the proposed parking lot near 7th Avenue. She added solar panels could be explored as a way to generate charging stations, and a covered parking area could be a multi-use event space for farmer's markets and art fairs.

Chair Dew stated that is a wonderful idea. He added funding for the parking lot is included in the Capital Improvement Plan. He expressed concern about rushing the process and ensuring that the appropriate parties are involved if there is momentum for a project.

Chair Barton stated any project plans would be reviewed by the Planning Commission for recommendation to the City Council. She added the parking lot project is critical for the downtown area.

Commissioner Worm asked whether the new apartment complex will need the new parking lot for overflow parking. Chair Dew stated the restaurant and retail component will definitely use the parking lot, but there is no designation for the residents of the building to use the parking lot.

Chair Barton agreed, adding it will be shared parking for the downtown area, so any downtown business will be able to use the lot.

Commissioner Worm requested consideration of angled parking in the parking lot for ease of parking.

Chair Barton stated the parking lot plans will be reviewed by the Planning Commission but there is not enough detail at this point to warrant discussion. She added she agreed the parking lot should be easily accessible.

B. Discuss vision for the parcels west of the post office

Chair Dew stated the EDA has engaged with outside groups, including the Port Authority, to discuss potential redevelopment assistance for North St. Paul. He added the EDA hopes to take steps regarding acquisition of the Lillie building as well as the hair salon and coffee shop properties, which is a key parcel for future development in the community.

C. Discuss business retention efforts

Chair Barton requested an update from the EDA regarding efforts to retain existing businesses going forward.

Chair Dew stated the EDA has done business retention visits over the years, and developed a questionnaire for business owners, to receive comments and recommendations. He added this is part of the EDA charge and it still on their agenda, as it could prevent a business from leaving the community and going elsewhere.

Mayor Furlong stated he visited downtown businesses about a month ago Brett Garry and Archie Vickerman and asked whether they have any concerns or comments. He added business owners indicated that they were happy with downtown area development.

Chair Dew stated there has been a communication disconnect between the Business Association and the EDA, as well as the City at large, in terms of development. He added Brett Garry, as Business Association President, has joined the EDA Board as a non-voting member to bridge that gap.

Mayor Furlong stated he and Council Member Wong visited local businesses during the pandemic, including Hmong businesses, to see how they were affected and whether they needed support.

Council Member Wong agreed, stating the business community is well organized and connected, and forming a connection with Hmong and Korean communities would have economic benefits.

Chair Dew stated a full-time staff person for the EDA would be a great benefit in terms of engaging with businesses directly and supporting business retention.

Council Member Wong stated there may be resources and support available through the University of Minnesota's Extension Center for Community Vitality which provides economic development and revitalization support for communities.

Chair Due stated the Port Authority has been engaged to that end, as they assist municipalities with economic development goals. He added it is hoped that will be a successful, long-term relationship.

Chair Barton asked whether grand openings are planned for Brothers Bistro and Kwik Trip.

Mayor Furlong stated City Staff is working with Brothers Bistro on a ribbon cutting event. He added Kwik Trip's grand opening event is planned for Thursday October 28, 2021 at 11:00 a.m., and everyone is invited. He requested that City Staff forward the event information to the Planning Commission.

Chair Barton stated the Planning Commission is starting a review of the Sign Code, including signage and regulations in the downtown area. She added the Planning Commission has also been reviewing off-street parking requirements.

VIII. OLD BUSINESS

-None.

IX. REPORTS FROM STAFF

-None.

X. REPORTS FROM COUNCIL LIAISON

Council Member Wong stated, as part of the discussion with the Arts & Culture Commission and the idea of the downtown area as a destination, she would like to begin a discussion about parklets and outdoor seating. She added many metro area cities, including St. Paul, have added patio seating and green spaces in parking areas. She noted this is something that could be considered for the downtown area, to link buildings and structures with nature and art.

Chair Barton stated Brothers Bistro is a small building, and they may benefit from having outdoor seating. She added this issue could be reviewed by the City on a case-by-case basis.

Chair Dew stated that will be a key topic when the redevelopment master plan is reviewed.

Commissioner Blees expressed his support for the Arts & Culture Commission.

Mayor Furlong stated, with regard to outdoor seating, the downtown bar and restaurant owners have requested that the City provide a set of standards for outdoor patios for consistency purposes. He asked whether the Planning Commission could begin a review.

Chair Barton stated there might be something in the downtown revitalization plan. She added the Planning Commission could address this issue as part of the design standards review.

Mayor Furlong stated standards for outdoor patio furniture and barriers should be addressed as soon as possible so there is something in place before spring 2022, when bars and restaurants will open outdoor seating areas.

Ms. Ritchie stated there was some discussion about businesses coordinating with each other and buying patio furniture in volume to get a discount.

Mr. Jensen stated Goodrich Golf Course purchased tables and chairs with an inset logo. He added that could be done for the downtown area with a logo. He noted there has been a supply shortage of that type of furniture.

XI. REPORTS FROM COMMISSIONERS

Chair Barton stated she recently received a letter from MnDOT regarding Highway 36 construction. Some Commissioners stated they did not receive it.

XII. ADJOURNMENT

There being no further business, motion to adjourn by Mayor Furlong, and seconded by Planning Commissioner Gelbmann, with all present voting aye. Motion carried to adjourn the meeting at 7:26 p.m.

The next regularly scheduled Planning Commission meeting is January 20, 2022.

CITY OF NORTH ST. PAUL
REDEVELOPMENT PLAN UPDATE
TASK FORCE
Meeting Minutes
OCTOBER 25, 2021
6:30 PM

North St. Paul City Hall – The Sandberg Room
2400 Margaret Street

I. INTRODUCTIONS

Brandy Howe kicked off the meeting indicating she plans on touch base on the notes she has from learning about the project, focusing primarily on the 3 maps that are included in the packet.
Starting with introductions; Brandy Howe, WSB Planner; Scott Thorsen, City Council; Lisa Wong, City Council; Rick Gelbman, Planning Commission; Don Jensen, EDA; Lisa Ritchie, Admin Assistant; Morgan Dawley, City Engineer.

II. PRESENTATION

A. Project Background

Morgan gave a summary of his involvement with the original Redevelopment Master Plan, and the objectives for revising it. Stating it would be driven by this task force and finalized by all applicable commissions/committees.

Brandy noted the primary purpose of the document (Redevelopment Master Plan) is to outline a masterplan for the redevelopment of downtown, areas near the gateway trail, transit and community facilities. Outcomes from that meeting, there was discussion of the value of that plan. It has been a valuable tool to demonstrate the vision as a community and also to market North St Paul to potential investors. During the Joint meeting of the EDA & the Planning Commission, there was discussion of some items that should be in the plan update:

1 – Find opportunities for pedestrians & bike enhancement.
2 – Place a greater emphasis on Parks & Open Space
3 – Create a recognizable entrance of the cities west side near McKnight Road.
4 – Focus on the downtown area to attract new businesses
5 – Evaluate redevelopment potential at the intersection of Hwy 36/Hwy 120
6 - Business Retention – added to the list by Scott Thorsen
7 – Parking – added by Scott Thorsen

The goals of this task force are:

1 – update the Redevelopment Master Plan, not start from scratch but rather reevaluate the goals and priorities previous set forth in 2012.
2 – Identify those successes and build on the recommendations that were carried out.

~~5~~ 12 overarching tasks to develop this product

1 – Plan review and regulatory review - look at anything that had been drafted since 2012 including update to the Comprehensive Plan & Downtown Revitalization Plan from 2018. Zoning ordinances will also be reviewed to ensure there are no barriers to achieving the goals. Scott Thorsen clarified the biggest change in the zoning ordinance since 2012 is "permitted uses" were established for the downtown area, whereas previously everything was "conditional use". Morgan stated the focus the task force can put on these 3 maps from a group discussion is what are the things that are the group is seeing that are out of date.
2 – Identify accomplishments thus far – added by Rick
3 – Identify significant changes from original plan – added by Morgan
4 – Create an accurate map to include existing businesses on the Redevelopment Master Plan figure 4.3 map and identify potential redevelopment areas – added by Scott
5 – Develop narrative for what the RMP is intended to mean – added by Morgan
6 – Highlight places on the existing plan that make sense and should stay – added by Morgan
7 – Identify the phasing of the development – added by Rick
8 – Incorporate a transportation plan to show development of pedestrian and bicycle pathways
9 – Re-evaluate existing conditions -
10 – Review vision and guiding principals -
11 – Update the Redevelopment Plan -
12 – Gather public input -

B. **Proposed Scope & Proposed Project Schedule**

October - Kick off meeting
November - Review plan & Regulatory
December - Visioning – Guiding Principles – Map discussion
January - Run thru remaining maps & finalize all maps (including residential, recommendations, parks & storm water, transportation) and phasing of the project
February – Continued
March – Continued
April – Continued
May – Open House (per Morgan coordinate with Business Association Meeting or BEFORE public Open House…committee members are encouraged to attend)
June – Planning Commission & Council

III. KICK-OFF DISCUSSION

A. **Review Redevelopment Approach Diagram (Figure 4.1)** –
Per Morgan, this diagram is looking in terms of big block, general intents. Less specific of what the buildings/businesses are.

B. **Redevelopment Master Plan (Figure 4.3)** –
Per Morgan, the maps are not intended to be exact, it should portrait possible opportunities. Rick is concerned about getting too focused on what is available right now as that reduces our time horizon. Morgan explained the existing plan did incorporate examples of "what could be" as well as specific things within the plan. We are not putting specific projects into developers heads but we are calling attention to the fact of "here are some gems within the city now". The identification of some opportunities within the downtown district now could be a document at the end of the revised plan.

Morgan stated the Revised Master Redevelopment Plan is not intended to be a long-term plan as the Comprehensive Plan is due to be done again in 2028. The RMP is just to bridge the gap from now until then.

The task force identified:

1 – Completed (Since 2012)

Anchor Block Site – Residential and Commercial (M&I Homes, Kwik – Trip etc)
Polar Ridge
Commerce Park (1/2 of it)
The Sentinel
Reflex Medical – addition
7th Ave Improvements – "Downtown Revitalization" 1st phase on the public side
Window World
New Streets & Signals

2 – Likely to redevelop (5 to 10 years)

Round-about at South & 7th
Lillie building (2515 7th Ave)
Old dental office – (Margaret Street - across the street from city hall)
7th Avenue Antique Mall (2563 7th Avenue)
Triangle Parcel on 7th Ave (7th and Helen)
Vacant lot between Sidewinders & Fallen Angel Tattoo (7th Ave)
McKnight/Target area
Former BP Site (Division St & HWY 36)
Burger King (2535 Division St)

3 – Long term; (Existing businesses and development possibilities 10+ years)

Not started yet as of 10.27.21 meeting

*Note: Possible additional project: Create SMALL AREA PLAN to include redevelopment opportunities outside of downtown OR the revised Redevelopment Master Plan could be expanded to include:

McKnight Rd – (Left turn lane into Target, Ideal CU, Oil Can Henry's and South side of Target parking lot)
Future Interchange Redevelopment - (HWY 36 & Division St)
(Division St aka: HWY120/Century Ave/Geneva Ave)
Former BP site - (Division St & HWY 36)
Burger King - (2535 Division St)

C. **Parks & Recreation System Map (Figure 4.7)**
This task force will be able to incorporate the approved Park Improvement Plan into this plan. Interest for making the connection for pedestrians and bikes that promotes “hanging out – outside” This has shifted from 2012 which was active recreation use.
Scott suggested across the street from city hall could be utilized as “green space” or another option is where the old medical center was, between Side Winders and the Tattoo Shop.

It was agreed the meetings should be from 6:30 PM to 8:00 PM

Scott Thorsen prefers electronic rather than print.

IV. ADJOURNMENT