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

May 10, 2022
3:00 PM

The May 10, 2022 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.

May 10, 2022 **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
Participants joining the meeting by phone please use the following passcode: 86929140679

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. Pledge of Allegiance

III. 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
Brett Garry, Business Association Representative

<u>STAFF</u>

John Stark, Executive Director
Lisa Ritchie, EDA Admin. Assistant

IV. Adopt Agenda

V. Approval of Minutes

A. Approval of the March 22, 2022 Special Meeting Minutes / Note: April 12th Meeting Minutes will be available for review/approval at the next regularly scheduled EDA meeting.

VI. Meeting Open to the Public

This Open Forum is an opportunity for persons to address the Economic Development Authority on items not on the agenda. A completed public comment form should be presented to the staff liaison prior to the meeting. Comments will be limited to 3 minutes per person. While the Authority may ask clarifying questions of the speaker, no formal action by the Authority or discussion will be held on these items.

VII. Authority Business & Action Items

A. 2579 7th Avenue Parklet

VIII. Executive Director Report

IX. Treasurer's Report

X. Chair Report

XI. Mayor Report

XII. Reports from EDA Members

XIII. Reports from Staff

XIV. Adjournment

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

Economic Development Authority Special Meeting
March 22, 2022, Sandberg Room

Meeting called to order

Pledge of Allegiance

Roll Call

Members absent: Robert Dew, Kevin Fuller and Tim Cole
Members present: Don Jensen, Archie Vickerman, Tom Schifsky, Brett Garry
Staff present: Lisa Ritchie and John Stark

Executive Director Stark suggested that since both the chair and vice chair were absent that Archie Vickerman assume the roll as acting chair for this meeting.

Agenda adopted

Meeting Open to the Public
Current tenants at the Lilly building located at 2509, 2515 and 2517 7th Ave. E. expressed their disappointment that they were not informed about the building's pending purchase and the City's involvement. Both tenants have been in business in North St. Paul for over 20 years. They asked the EDA what redevelopment funds or other support for the City was available to assist them. One of the businesses is a manufacturing company and the other is barber shop.

Authority Business and Action Items

Selection of a preferred development proposal for the Lillie Building site.

There are two developers interested in the building. Both have presented their plans in a public meeting with the EDA, City Council and Planning Commission. Executive Director Stark spoke about both of the plans including their estimated market value, how many stories, residential units, commercial area and assistance sought from the EDA.

The Executive Director and Port Consulting, the EDA's development consultant recommend the EDA move forward with the team of LaValle and Tareen due to their higher market value, increased residential units, and more experienced development team.

Executive Director Stark spoke briefly on tax increment financing and how the process works both for the EDA and the developers seeking the assistance.

Stark explained the EDA's option of the EDA pursuing a purchase agreement on the property, having Port Consulting purse the purchase agreement, or having the developer negotiate their own purchase agreement. For the sake of time, it seems best to have the developer negotiate its own purchase agreement with the property owner.

Even though the developer would initiate the purchase agreement, the EDA would still have control over the project through the project's architectural design, EDA financial support any tax increment financing.

Tom Schifsky spoke in support of the two existing businesses located at the property and his belief the City should do something to help them relocate in the City. Stark will bring examples of the City of Richfield's Business Relocation program. There may also be funds available through the current EDA levy for assistance.

The EDA members discussed purchase agreement options, budgets and mock ups on the proposed development and financial assistance needs. Stark confirmed that Baker Tilly, the Cities financial consultant would do a complete financial analysis on the project and make a recommendation for the EDA's investment. Stark also mentioned the City would be protected by the "look back" period that provides a financial audit of all expenses pertaining to the financial investment for the TIF support.

Stark suggested the EDA move forward incrementally with the developer to get a better feel for how they will work with the EDA.

The EDA made the following motions:

A motion to have the Lavelle Group move forward with a purchase agreement with the Lilly's broker. Jensen abstained from the vote.

A motion for Port Consulting and/or the City's legal counsel to draft a "Preliminary Development Agreement" for consideration by the EDA at a later meeting.
Jensen abstained from the vote.

A motion to direct staff to request the City Council establish an Interfund Loan in the amount of $200,000 for the expenditure of funds on ITF Eligible Expenses to be repaid later by TIF proceeds.
Jensen abstained from the vote

Since this was a special meeting, all of the other agenda items will be move to a future meeting agenda.

Meeting adjourned at 4:23 p.m.

NORTH ST. PAUL
extraordinary.

Agenda Information Memorandum

To	**Date**
Executive Director and Authority Members	May 10, 2022

Agenda Placement # VII.A

Authority Business & Action Items

Subject

2579 7th Avenue Parklet

Background/Facts

WSB has provided the Concept Plan for the redevelopment of 2579 7th Avenue.
Turning it from an empty lot/parking lot into a city parklet.
The estimated costs are as follows:

$15,000 – Pavement Removals
$13,000 – Earthwork
$25,000 – Asphalt Paving and Markings
$ 6,000 – Concrete Walks
$ 9,000 – Tables and Bench
$ 5,000 – Topsoil for Lawn Areas
<u>$ 2,500 – Turf Seeding</u>
$75,000 – TOTAL

NOTE: These costs do not include lighting or irrigation.

Recommended Action

Attachments

1. 019238_North St. Paul_Concept Plan 05-03-2022

Respectfully submitted,
Lisa Ritchie, Administrative Assistant

WSB PROJECT NO.:
019238-000
MAY 03, 2022

NORTH ST. PAUL 2579 POCKET PARK MASTER PLAN

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