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

July 12, 2022
3:00 PM

I. Call to Order

Robert Dew called the meeting to order at 3:00 PM

II. Pledge of Allegiance

III. Roll Call

Robert Dew, Chair
Kevin Fuller, Vice Chair – Excused
Don Jensen, Treasurer – Excused
Tom Schifsky
Archie Vickerman
Terry Furlong, Mayor/Council Representative
Tim Cole, Council Representative
Brett Garry, Business Association Representative - Absent

STAFF
Brian Frandle – Interim City Manager
Lisa Ritchie, EDA Admin. Assistant

IV. Adopt Agenda

Terry made a motion to adopt the agenda and Tim seconded the motion. All in favor voting aye. Motion carried.

V. Approval of Meeting Minutes from June 14, 2022

Robert indicated he had a couple of minor changes that he would email to Lisa Robert made a motion to move the June 14, 2022 meeting minutes with the suggested forthcoming changes that Robert would be sending. Motion was moved by Archie and seconded by Tom.
*Note: Following the meeting, Robert sent an email stating the meeting minutes didn't need to be changed.

VI. Meeting Open to the Public

Note: This is a courtesy extended to persons wishing to address the committee who are not on the agenda. A completed public comment form should be presented to the Arts and Culture Commission Committee Secretary prior to the meeting; presentationswill be limited to 3 minutes. This session will be limited to 15 minutes.

There was an anonymous caller listening to the meeting but did not speak.

Morgan Dawley also participated via Zoom as he will be available to answer questions for some of the agenda topics.

VII. Authority Business & Action Items

A. Redevelopment Master Plan – Final Review

The EDA is the last group to review the plan before it goes to Council for approval. Per Brandy, Planning reviewed last week as well as an Open house for the public.

Planning did recommend to council with minor tweaks. Brandy summarized the recommended changes that the planning commission recommended and shared the updated Redevelopment Master Plan presentation.

Robert asked the EDA for questions or comments on the proposed plan. Tim Cole stated he would like to thank everyone involved and it is a great roadmap to move forward. Terry this is the plan that looks into the future that a developer could look at and understand what direction the city wants to go with redevelopment. Robert stated this is a visioning document but is not set in stone for new businesses to replace current businesses. Archie inquired if there was a timeframe in place? Per Brandy, it is not referenced in the document. Robert stated that since the EDA is the driving force behind this document, they should keep an eye on it and keep it in check. Robert thanked WSB for their efforts and is please with the final document. He added this document doesn't replace the Comp Plan or any other of the city plans. He encouraged Terry to ensure the other governing bodies of the city use this plan. Morgan stated that he echoed what has already been said and hopes the document will not sit on the shelf and will be referenced for future projects as well as the Comp Plan.

Robert made a motion to make a recommendation to the city council with the proposed minor changes. The motion was moved by Archie and seconded by Mayor Furlong. Motion carried unanimously.

B. 2395 Margaret Street Update

One of the developers LS Black declined the offer to move forward with a presentation due to the market/increased interest rates. The other developer JB Vang was upset when they learned another developer had been invited to provide a presentation so opted not to present at this meeting but instead proposed a Memorandum of Understanding. Lisa stated that Craig Waldron had been in contact with JB Vang to discuss but is not in attendance today as he is out of town.

Robert stated he does think it is a parcel that others would be interested in and would like to get a couple of developers to present.

C. North St. Paul Housing Study Update

Maxfield doesn't have the study complete but will have it ready for the August 9th meeting.

D. Lillie Building update

Craig Waldron is taking the lead on this project. There was an initial meeting (pre-application) meeting with the developer and city staff and city contracted staff last week. Robert stated it is his understanding that the developer did come to an agreement with the property owner of the corner lot to purchase this lot as well. Brandy stated there was a neighborhood meeting in June which was well received. The developer was open to comments from the public and will incorporate their feedback into the plans as the project moves forward. The public felt the Sentinel building was too modern looking and doesn't fit in. Mikeala added on the TIF side the buildings up to the corner were inspected to determine qualifications. She doesn't have the final report but has learned that they all do

quality. From a timing stand point the intention is the TIF schedule and Planning schedule will align and go to council for approval at the same time. It is about a 60-day project for the TIF. They have not received a formal application yet but the developer is working on it. Morgan stated the same is true from an engineering stand point. As soon as the developer submits the application, they will be able to jump into it.
Terry stated with the Sentinel, he learned that the city didn't get all of the TIF money that they could have. He asked Mikaela, "Is this something that we can capture more property or area?" Mikaela stated they've had some preliminary conversations with our finance director. the Sentinel started out as one project that evolved much more public improvements which changed the financing to go to bonds. The preliminary conversations they've had with staff, their goal would be the tax increment would be generated from the development of these 3 projects. They are looking at ways to maximize the TIF. Robert stated John Stark was very savvy in the development and funding and emphasized the need for this to be watched by someone. He inquired about the general timing on getting the contract in place? Per Mikaela, the ultimate goal would be to get the TIF agreement by the end of this year.

E. 2579 7th Ave Parklet – Borings
Morgan stated WSB general engineering contract does provide standing on-call geo-technological services available so he told Lisa he would take a look at this with his staff. He summarized what his understanding of the EDA's intent for obtaining the borings. If the intent is to use the findings for future developments, he can move forward. Morgan discussed the project and what they may expect. For less than $4000, he can provide what the EDA is looking for and can turn that around relatively quickly. Robert inquired if we would get more information from taking a back-hoe and opening up the area to see what is actually there. Morgan you could get the information you are looking for and would support this is that is what the city chooses to do. It would not be damaging to the proposed parklet, especially if they focus on the front of the site. There was discussion on how much the city needs to do at this point for Environmental Testing. Morgan stated as long as they don't run across anything during the construction of the parklet, such as petroleum odors or staining where wouldn't be a need to do that. Tom Schifsky's concern would be tapping into the North Saint Paul water table if they were to scrape off the top layer of the existing lot. Robert stated for what they are trying to accomplish, the borings make sense. Robert asked for confirmation that it would cost $3K to $4K for up to 4 borings. Morgan confirmed and said no more than $4K. If they need a 5th boring, the cost would be $250. Based on what we are trying to accomplish, 4 should be suffice. Robert agreed as long is it was 2 to 15 feet. Morgan confirmed 15 ft is what they are planning on. One reason to do the 5th boring is if there is refusal on the others. Robert stated at this juncture we would authorize WSB to do borings and prepare a geo-technical report. Terry confirmed the information would be beneficial to have on hand. The report would bring value. Robert suggested that made a motion to approve WSB to proceed with the borings and create the geo-tech report with a limit of up to $4500 to be spent. Archie made the motion. Tom seconded the motion. Motion passed unanimously.

Morgan inquired about the McKnight left turn lane that is on the agenda and stated he has some information on this with conversations he has had with Ramsey County on this. Being as it is, Robert proposed the discussion be moved up on the agenda while Morgan is available to discuss. Robert stated the EDA had discussed a few topics that have fallen off

of the agenda so we wanted to bring them back to determine if discussion is still needed or if table them indefinitely and the McKnight left turn lane is one of them. The conversation started as the possibility of getting a left turn lane northbound on McKnight to get into the Target parking lot. The challenge is 1) the county has strict control over all access modifications and 2) they would be interested to know the impacts that go along with that. They policies for spacing guidelines, such as no full access or even partial access within such and such a distance. The reason for this is for safety and traffic operations. It can create congestion and more accidents. Terry stated he and Scott Duddeck had been in contact with someone from the county who said it is a possibility. Terry has the contact information and will forward to Morgan to follow up.
Robert stated in the interest of time, they need to move on but he would like to note that the EDA has interest in the left turn lane as it brings value to the surrounding properties but the beautification of the medians should be considered by council in their CIP. Terry added he was at a conference for Mayors and the school district and there was a representative there from Target. Target now has staffed for Government Affairs for cities. She is brand new within the last month or so and they have already reached out to her on this. There was discussion on the possibility of Target paying for (or partially paying for). There is an upcoming meeting on the work to be done on McKnight in 2024 which could be coordinated with this project.

VIII. Old Business

- River of God Church – Tabled until RMP is complete
- FKA: Ground Round – Litigation put on hold. Follow up needed with Code Compliance - Fire Chief
- Target Vacant Lot Clean up – Tabled
- Knick Knack Building For Sale – Tabled
- Adult Day Care - 2546 7th Ave _FKA: K&J Catering – This is still in the works a couple of permits have been pulled. This topic to be deleted from Old Business topics.
- Website update – Properties for Sale – this has been updated to John Stark but may need to update with new city managers info. Robert will review to determine if this should stay on the website or removed completely.

IX. Executive Director Report

Nothing to report

X. Treasurer Report

In Don's absence, Robert reviewed the financials received from finance. He added they are unaudited but very comprehensives for the EDA. Robert asked Lisa to email the financials to the EDA and the EDA should review for the next meeting.

XI. Chair Report

Robert asked for an update on Mac's. Terry stated they are a bit behind schedule but there is an upcoming soft opening and the EDA would be invited. Robert stated there is an upcoming Joint, Planning Commission/EDA meeting on July 21st.

XII. Mayor Report

A gentleman reached out to Terry on an Ariel video and 1 on 1 interview on how great North St. Paul is. Robert said he doesn't think it's a bad idea but questioned if that falls on EDA? He asked if the city has a marketing department. Terry would like to have the person present at the next EDA meeting.

EDA Levy – Finance director would like a presentation from the EDA to explain what the money allocated to the EDA is used for. Robert is confident presenting the information on they money they received was spent and how much profit was made in these dealings. You gave us "X" we gave you "Y".
Terry indicated they are looking for a recommendation how much of a levy increase the EDA would ask for. 100% / 50% etc.
Budget recommendation for the EDA for the next agenda.

XIII. EDA Members Report

XIV. Staff Report

Bike racks were purchased a few years ago and are stored at public works. This topic has been discussed at other meetings so Lisa is looking to get these installed. A decision needs to be made on where to install these so Lisa asked an avid biker what recommendation he has for location of these. Robert questioned if this is an EDA topic and Terry stated it is as the EDA purchased these. It was recommended by Brandy Howe to just move forward and have them installed.

Terry asked Lisa to explain the project "Snowy"
The Arts & Culture commission is working on this project which is similar to the Peanuts project in downtown St. Paul. The council approved funding to refurbish an existing snowman mold to get the project started. Terry Furlong will market this to business owners for sponsorship. There is a tight deadline as they want to have this in production this fall.

Lisa stated that Brian Frandle has approved the meeting minutes will be contracted out by TimeSavers who also does the City Council meetings. Future meetings will need to be held in the Council Chambers and assigned seating is needed for the recordings.

Adjournment

Robert suggested a motion to adjourn which was moved by Archie Tom seconded it.
Meeting adjourned at: 4:35