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

November 15, 2022
3:00 PM

The **November 15, 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.

November 15, 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, if scheduled, 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
STAFF
Brian Frandle, Executive Director
Brandy Howe, Community Development Director
Craig Waldron, Consultant
Lisa Ritchie, EDA Admin. Assistant

IV. Adopt Agenda

V. Approval of Minutes

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

VIII. Old Business

A. River of God Church

B. FKA: Ground Round site

C. Target vacant lot clean up

D. Knick Knack Building - Possible repurchase

E. McKnight Blvd left turn lane

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

October 11, 2022
3:00 PM

I. Call to Order
Chair Dew called the meeting to order at 3:00 PM

II. Pledge of Allegiance

III. Roll Call
Robert Dew, Chair
Kevin Fuller, Vice Chair absent
Don Jensen, Treasurer EXCUSED ABSENCE
Tom Schifsky
Archie Vickerman
Terry Furlong, Mayor/Council Representative
Tim Cole, Council Representative
Brett Garry, Business Association Representative EXCUSED ABSENCE

STAFF
Lisa Ritchie, EDA Admin. Assistant
Brian Frandle, City Manager/Executive Director
Craig Waldron, Consultant

IV. Adopt Agenda
Dew asked for a motion to adopt the agenda. It was moved by Mayor Furlong and seconded by Vickerman. All present voting aye. Motion carried.

Chair Dew requested an update on the Lillie Building and Housing Study under the Mayor's Report. Mayor Furlong will also mention additional information regarding the marketing of North St. Paul.

V. Approval of Minutes
A. Approval of the September 13, 2022 Meeting Minutes
Dew noted a question regarding the highlighted sections of the minutes. EDA Secretary Lisa Ritchie clarified the highlighted sections were mostly to identify who motioned and seconded.

Chair Dew asked for a motion to approve the September 13, 2022 meeting minutes as submitted. All present voting aye. Motion carried.

VI. Meeting Open to the Public
Mayor Furlong expressed an interest in readdressing the subordination agreement with Mac's Diner. Chair Dew stated the contract with Mac's is on the agenda.

There was no one from the public to speak.

VII. Authority Business & Action Items
A. 2395 Margaret Street – PUD Concept Review
Craig Waldron, Consultant, briefed the EDA on this project. He noted the developers planned to be in attendance but requested to wait until the next EDA meeting in order to have more details

regarding construction costs and sketch plans. Mr. Waldron briefly discussed the layouts and designs.

The developers requested an extension of the exclusive contract for another three months. Chair Dew noted there is an interest in this property from the adjacent property owner.

Chair Dew inquired about details of the contract extension and suggested a more detailed draft before the decision on the extension. Ms. Ritchie commented the Planning Commission heard the concept review and one of their concerns was the plain style windows on the ground level. The Planning Commission recommended creating and keeping green space in and around the building and possible additional insulation to decrease noise.

Vice Chair Fuller suggested steel siding to create some originality. Mayor Furlong commented on the high percentage of studio versus 1- and 2-bedroom apartments and the lack of parking spaces currently available. The developer stated at the Planning Commission meeting, the results of the market analysis yielded a need for more studio apartments.

Chair Dew requested the housing study for the next meeting.

Council Member Cole expressed his concern with the lack of 1- and 2-bedroom apartments and the parking spaces. Chair Dew suggested a recommendation from staff to ask the developer to comment on that demographic.

There was discussion amongst the EDA members and it was agreed the City Council would make sure there is a solid parking plan moving forward. Chair Dew stated the EDA recommended approval of a 90-day extension to keep the exclusive contract with JB Vang with an end date of January 31, 2023.

Dew asked for a motion to recommend approval of a 90-day extension to keep the exclusive contract with JB Vang with an end date of January 31, 2023. It was moved by Council Representative Cole and seconded by Vickerman, All present voting aye. Motion carried.

B. 2579 7th Street (Between Sidewinders & Fallen Angels Tattoo) – September 13, 2022
City Engineer Dawley sent plans and drafts to Chair Dew. The EDA discussed options and agreed more detail was necessary. Mr. Dawley also provided a rough estimate ranging from $75,000-$90,000 with approximately $30,000 that could be saved by city departments taking on some of the labor and materials.

Chair Dew stated the first step would be to approach City Council with cost estimates and then have an answer from staff at the next EDA meeting.

Chair Dew added that there was an inquiry from a developer about the property and building, Chair Dew commented the EDA would rather not spend the money to spruce up the property if the developer was going to build on it. Chair Dew stated he will keep the EDA updated as necessary.

C. Review MAC's Contract
Mr. Waldron stated information is in the packet but wanted to clarify the responsibilities and roles of the EDA. The EDA discussed this at length and concluded the responsibility of the EDA on this

topic is to provide a review of compliance annually and to redraft the subordination agreement in order to protect kitchen equipment. Chair Dew stated he will request equipment numeration from staff and then reach out to the lender with the updated agreement.

II. Old Business

A. River of God Church – September 13, 2022

This is currently being discussed.

B. FKA Ground Round Site – September 13, 2022

Mayor Furlong stated there will be a meeting with Target staff on October 24, 2022. Council Representative Cole noted there is open litigation still pending against this property and Chair Dew added a citation was given to the owner regarding safety concerns.

C. Target Vacant Lot Clean-Up – September 13, 2022

Read Section B.

D. Knick Knack Building – Possible Repurchase – September 13, 2022

The EDA discussed the current asking price and agreed on an amount to provide to the realtor. Mr. Waldron suggested providing the realtor with a number and also giving them 60 days to make a decision. Council Representative Cole suggested submitting an offer just slightly above what the EDA previously submitted.

The EDA agreed that the exact number should be discussed in a closed meeting. Chair Dew suggested this be tabled until next meeting and provide this item on the agenda for the closed-door meeting. He also requested staff to provide the EDA with a reasonable offer and then inquire with City Council about this proposal.

E. McKnight Left Turn Lane – September 13, 2022

This item was discussed under Item D.

F. **Oil Can Henry's – September 13, 2022**

Chair Dew stated this item can be pulled off Old Business.

III. Executive Director Report

Mr. Frandle stated the City received a proposal from the production company to market the City of North St. Paul. Mr. Frandle provided cost estimates. The EDA indicated it was in support of this proposal but looked at different ways to split the cost. The EDA agreed all aspects of North St. Paul should be highlighted in this marketing video. Chair Dew stated the next step is to create a group or committee including representation from all departments. Mr. Frandle stated he will bring this to City Council at the upcoming City Council Workshop meeting. Mr. Frandle also noted the EDA position is currently in process.

IV. Treasurer's Report

A. Financials

Chair Dew stated the current financials are attached in the packet. The current levy for 2023 is the same amount as last year and Mayor Furlong added the levy will be voted on at the December 6th City Council meeting.

V. Chair Report

Chair Dew stated the next EDA meeting will be November 15, 2022 from 3:00-4:30 p.m. due to election night.

VI. Mayor Report

Mayor Furlong provided a brief update on the Lillie building and Housing Study. He commented the study was positive and discussed North St. Paul shifting to a different, positive type of community. Housing plans are right on track for the current market. Mr. Waldron added the TIF plan was approved by City Council for the Lillie building and noted soil and tank issues will have additional costs but will be aggressive with Ramsey County for grant support.

VII. Reports from EDA Members

Vickerman reported ____ (please add detail. Impossible to hear).

VIII. Reports from Staff

The date of the joint EDA/Planning Commission meeting will be October 20, 2022. Mayor Furlong stated these meetings may not be necessary and suggested the chairs of each committee to be in communication. Chair Dew will check in with Chair Barton early in the first quarter of 2023.

Ms. Ritchie noted this will be her last EDA meeting. She has accepted another position. The EDA thanked her for her hard work and wished her luck.

IX. Adjournment

Dew asked for a motion to adjourn the meeting. It was moved by Vickerman and seconded by Mayor Furlong to adjourn the meeting. All present voting aye. Motion carried.

Meeting adjourned at 4:38 p.m.