



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

**December 13, 2022
3:00 PM**

The **December 13, 2022** Economic Development Authority meeting will be conducted at 3:00 p.m. The meeting location is Council Chamber 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.

December 13, 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 the public will be muted 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

STAFF

Brian Frandle, Executive Director

Brandy Howe, Community Development Director
Craig Waldron, Consultant
Chris Cherne, EDA Admin. Assistant

IV. Adopt Agenda

V. Approval of Minutes

- A. Approval of the November 15, 2022 meeting 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. Community marketing video
- B. River of God Church
- C. Former Ground Round site clean up
- D. Target vacant lot clean up
- 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

- A. Grant Research
- B. JB Vang project update (Margaret St / Seppala Blvd)
- C. Lillie Building redevelopment project update

XV. Closed Session

- A. Possible purchase of 2564 7th Avenue E. (aka Nic Nac building)

XVI. Adjournment

The next regularly scheduled Economic Development Authority meeting is January 10, 2023.



**Economic Development Authority
Regular Meeting Minutes**

**November 15, 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

Members Present: Robert Dew, Chair, Tom Schifsky, Archie Vickerman, Terry Furlong,
Mayor/Council

Members Absent: Representative, Tim Cole, Council Representative
Kevin Fuller, Vice Chair, Don Jensen, Treasurer, Brett Garry,
Business Association Representative

Staff Present: Brian Frandle, City Manager/Executive Director, Brandy Howe,
Community Development Director, Craig Waldron, Consultant

IV. Adopt Agenda

Chair Dew asked for a motion to adopt the agenda. M/Vickerman, S/Schifsky.
Motion carried 5-0.

V. Approval of Minutes of the October 11, 2022 Meeting

Chair Dew asked for clarification to complete the note under item VII where it stated,
noted in the "Vickerman reported ____." Chair Dew stated he will check his notes and
have Ms. Howe enter it into the minutes.

VI. Meeting Open to the Public

Chair Dew welcomed Brandy Howe as the new Community Development Director. He
also welcomed and congratulated the newly elected Mayor as well as the Council-Elect
members and thanked the outgoing Mayor and City Council members.

VII. Authority Business & Action Item

VIII. Old Business

A. River of God Church

Chair Dew noted there was nothing to report.

B. Target Vacant Lot Clean-Up

Mayor Furlong noted he met with representatives from Target government relations
team and the regional manager and visited the site. He stated he received an email from
the Target government representative with a request for more information, including
estimated project cost, responsible party, and construction timeline. Chair Dew



suggested Ms. Howe be the contact person for to respond to the Target inquiry. Chair Dew noted he would like to see the median cleaned up and improved during this process, which may involve a multi-agency approach. Council Liaison Cole also mentioned that water main pipe work is set to be done in 2023 with possible resurfacing and the City wanted to schedule these things appropriately.

C. FKA: Ground Round Site

There is no change on this item. Chair Dew commented on the unsightliness of the site but noted the EDA is trying to get it cleaned up. Chair Dew also noted it is mainly a zoning issue but he wanted to get it on the EDA's radar.

D. Nic Nac Building – Possible Repurchase

Chair Dew had scheduled a closed-door session at the last meeting to discuss a potential purchase agreement and would like to schedule that item for the December meeting. He stated he will plan to close the EDA meeting for this discussion and then reconvene after the discussion.

E. McKnight Blvd Left Turn Lane

This was previously discussed under the item A.

IX. Executive Director Report

Mr. Frandle discussed the production costs of a marketing video to promote North St. Paul. There was discussion around who would pay and what portion would be the responsibility of the EDA versus other Commissions or the City Council. The EDA also discussed the time of year this video should be made and what types of events should be showcased on this video. Chair Dew provided a rough estimate of approximately \$10,000. Council Liaison Cole suggested coming up with a proposal to bring to City Council at their December 16th meeting. Mr. Waldron noted the more Commissions that can be a part of this project, the stronger the North St. Paul community looks.

X. Treasurer's Report

A. Financials

Jensen is absent but Chair Dew stated there has not been any significant expenditures. He noted the EDA will look at its 2023 levy and can expect a detailed discussion on those funds at the next EDA meeting. Depending on Jensen's status, the EDA may appoint an Interim Treasurer until it is known when Jensen will return.

XI. Chair Report

Chair Dew discussed the subordination from last month with City Attorney and listed kitchen equipment as collateral. Chair Dew will bring it back to Finance Director Winek and restated the collateral.

Chair Dew also inquired about who intends to continue on the Commission so that he can get a tally on the seats that will be open in 2023. Mayor Furlong stated he would be willing to join the EDA as an Authority member and hopes to get that approved by newly elected Mayor. Council Liaison Cole stated he would like to remain on the EDA.



XII. Mayor Report

Mayor Furlong reported he attended a meeting with the Council of Mayors and that an representative from Governor Walz's office provided an economic update stating there is money in reserves that is available for cities in the next 6 months to a year.

Mayor Furlong also suggested meeting with new legislatures to get them acquainted with our needs and wants. Mayor Furlong also discussed global warming.

XIII. Reports from EDA Members

Chair Dew stated his desire to have a dedicated staff member to the EDA. He also suggested finding grants on a consistent basis to help offset costs. He mentioned getting connected with the newly elected Mayor and Council-Elect members.

XIV. Reports from Staff

Council Liaison Cole mentioned the kick-off meeting for the Community Center core group was held earlier in the day. Mr. Waldron stated this is a well thought out process and all ideas are considered. He noted the next step is to put it out to the community for feedback.

Ms. Howe reported that the Vang project (proposed at Margaret and Seppala) may be brought to the City Council meeting in December as a concept plan review.

Chair Dew inquired about the progress of the Lillie building redevelopment project. Mr. Waldron stated it continues to go well, grants have been submitted, and the building was purchased today. Chair Dew stated his excitement for seeing this project through.

XV. Adjournment

Chair Dew requested a motion to adjourn the meeting. M/Cole and S/Vickerman to adjourn the meeting at 4:07 p.m.

Motion carried 5-0.

Next EDA meeting is scheduled for Dec 13, 2022 at 3:00 p.m.



To

Executive Director and Authority Members

Date

December 13, 2022

Agenda Placement # XIV.A

Reports from Staff

Subject

Grant Research

Background/Facts

Per EDA direction, staff has prepared a grant tracking spreadsheet as a reference tool to pair redevelopment or other city projects with potential funding sources.

Recommended Action

N/A

Attachments

1. Grant Research

Respectfully submitted,
Brandy Howe, Community Development Director

City of North St. Paul
Grant Tracking

Updated December 6, 2022

Agency	Program Name	Match	Program	Eligible Projects	Due Date
DEED	Contamination Cleanup and Investigation Grants	25%	Grant	Enviro investigation and clean up	May 1, Nov 1 (biannually)
DEED	Redevelopment Grant Program	50%	Grant	Land acquisition, demolition, infrastructure improvements, soil stabilization, adaptive reuse of buildings	Feb 1, Aug 1 (biannually)
DEED	Demolition Loan Program	N/A	Loan	Demolition activities, including interior remediation such as asbestos abatement	Feb 1, Aug 1 (biannually)
MPCA	Brownfield Assessment Grant	N/A	Grant	Phase I and II ESAs, sampling and analysis, hazardous materials building surveys, response action plans, community engagement	Rolling basis
MPCA	Environmental assistance loans	dollar-for-dollar	Loan	Green chemistry, pollution prevention, source reduction, recycling, and source-separated compostable materials.	Ongoing
MPCA	Clean Water Partnership Loans	N/A	Loan	Must address a nonpoint-source pollution issue (see Table 8, pg 45 of MN nonpoint source management plan for eligible projects)	Ongoing
MN Historical Society	Minnesota Historical and Cultural Heritage Grants	Encouraged	Grant	History projects, historical preservation projects	Typically quarterly
Community Heart & Soul	Community Heart & Soul Seed Grant Program	100%	Grant	Resident-driven groups looking to implement the Community Heart & Soul model	N/A
MSFDA	Firefighter Recruitment, PPE, and Health Screening Assistance	N/A	Grant	recruitment of firefighters, purchase of PPE and health screening	N/A
DNR	Outdoor Recreation Grant Program	up to 50%	Grant	park acquisition and/or (re)development	Mar. 10, 2023
MnDOT	Safe Routes to School Boost	N/A	Grant	Projects revolving around the purchase items to support Safe Routes to School	Nov. 30, 2022 (5pm)
MnDOT	Safe Routes to School Planning Assistance	N/A	Grant	Projects revolving around the planning of Safe Routes to School	Jan. 11, 2023 (5pm)
DOT	Thriving Communities Program	N/A	Grant	Transportation Projects (select a focus area)	Dec. 6, 2022
HUD	Choice Neighborhoods Planning Grant Program	Unknown	Grant	Neighborhood revitalization strategy or transformation plan	Jan. 11, 2023
Ramsey County	Critical Corridors Grants	Unknown	Grant	Small area plans, redevelopment feasibility, market analyses, infra. planning, land use/zoning studies to reduce parking stressors	Sep. 28, 2022
DEED	Innovative Business Development Public Infrastructure	"May be required"	Grant	Publicly owned infrastructure related to a development project	Open until all funds committed
DEED	Small Cities Development Program - Housing Grant	N/A	Grant	Loan program for housing rehab	May 1, 2023
DEED	Small Cities Development Program - Public Facilities Grant	N/A	Grant	Water and wastewater infrastructure	
DEED	Small Cities Development Program - Comprehensive Grant	N/A	Grant	Loans for commercial rehab	
SPAAR (Saint Paul)	Key Communities Grant Program	Unknown	Grant	Efforts related to homeownership, placemaking, walkability, etc.	Jan. 27, 2023
MnPFA	Clean Water Revolving Fund	N/A	Loan	Must be included on MPCA's project priority list and PFA's intended use plan	Within 6 months after the intended use
MnPFA	Drinking Water Revolving Fund	N/A	Loan	Must be included on MPCA's project priority list and PFA's intended use plan	Within 6 months after the intended use
MnPFA	Point Source Implementation Grants	N/A	Grant	water treatment, must be included on MPCA's project priority list	Jul. 2022
MnPFA	Small Community Wastewater Treatment Program	N/A	Loan	Must be included on MPCA's project priority list due to non-complying septic systems and/or straight pipe systems	Monthly basis
MnPFA	Water Infrastructure Fund	N/A	Loan	Must be included on MPCA's project priority list and PFA's intended use plan	Yearly
MnPFA	Credit Enhancement Program	N/A	Bonds	Building certain public facilities (water)	N/A
MPCA	Community Planning Grant	Unknown	Grant	Improve stormwater resilience, reduced localized flood risk, ordinances and public spaces	Jan 12, 2023 @ 4pm
Ramsey County	SCORE	N/A	Grant	Anything on the workplan and extra incentives we apply for (bulky waste pickup/etc.)	Oct. 31, 2022
EPA	Solid Waste Infrastructure for Recycling Grant Program	N/A	Grant	Municipal solid waste and management pathways of source reduction, reuse, material recovery, etc.	Jan. 16, 2023
EPA	Recycling Education and Outreach Grant Program	N/A	Grant	PSAs, Outreach campaigns, social media outreach, ad campaigns, etc.	
DOT	Strengthening Mobility and Revolutionizing Transportation (SMART) Grant	N/A	Grant	automation, connected vehicles, sensors, systems integration, delivery/logistics, innovative aviation, smart grid, traffic signals	Nov. 18, 2022
MnDOT	Corridors of Commerce Funding	Unknown	Funded MnDOT Project	projects consistent with the statewide multimodal transportation plan (SMTTP)	Nov. 30, 2022
DEED	Transportation Economic Development Infrastructure (TEDI)	Encouraged	Grant	projects promoting economic development, increase employment, and improve transportation systems	Aug. 27, 2021
PFA & MnDOT	Transportation Revolving Loan Fund	N/A	Loan	Trans projects eligible under Title 23 (Highways) or Title 49 (Transit Capital) of the US Code; and Minn. Stat., Sec. 446A.085, s. 1	Upon review
MPCA	Level 2 electric vehicle charging station grants	20% - 40%	Grant	Level 2 EV charging stations in public places, workplaces, and multiunit dwellings	Feb. 28, 2023