



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

February 14, 2023
3:00 PM

The Economic Development Authority will meet **February 14, 2023** at 3:00 p.m. in the Council Chambers at City Hall, located at 2400 Margaret St., North St. Paul.

Members of the public interested in joining remotely can connect with the following information:

February 14, 2023 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 can use the 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
Terry Furlong, Vice Chair
Kevin Fuller
Tom Schifsky
Archie Vickerman
Tim Cole, Council Representative
John Monge, Mayor

STAFF/EX OFFICIO MEMBERS

Brian Frandle, Executive Director
Brandy Howe, Treasurer/Community Development Director
Brett Garry, Business Association Representative
Chris Cherne, EDA Secretary

IV. Adopt Agenda

V. Approval of Minutes

- A. Approval of 01-10-2023 EDA 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

- A. Marketing Video by Open Window Productions
- B. 2022 Annual Report
- C. EDA Meeting Frequency
- D. EDA Appointments

VIII. Discussion Items

- A. Parklet
- B. River of God Church
- C. McKnight Turn Lane
- D. Pine Tree

IX. Treasurer Report

- A. January 2023 Treasurer Report

X. Executive Director Report

XI. Chair Report

XII. Mayor Report

XIII. Reports from EDA Members

XIV. Reports from Staff

- A. Lillie redevelopment project update
- B. Vang Project

XV. Closed Session

XVI. Adjournment

The next regularly scheduled Economic Development Authority meeting is Tuesday, March 14, 2023 at 3 pm.



To	Date
Executive Director and Authority Members	February 14, 2023
Agenda Placement # V.A	
Approval of Minutes	
Subject	
Approval of 01-10-2023 EDA Meeting Minutes	
Background/Facts	
Recommended Action	
Staff recommends approval of the 01-10-2023 EDA meeting minutes	
Attachments	
1. EDA Minutes 01-10-2023	
Respectfully submitted, Chris Cherne, Planning Commission/EDA Secretary	

**January 10, 2023
3:00 PM**

I. Call to Order

Chair Robert Dew called the meeting to order at 3:04 PM.

II. Pledge of Allegiance

III. Roll Call

Robert Dew, Chair
Kevin Fuller, Vice Chair
Terry Furlong
Tom Schifsky
Archie Vickerman
Tim Cole, Council Representative
Brett Garry, Business Association Representative
John Monge, Mayor

STAFF

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

Members	Robert Dew, Chair
Present:	Kevin Fuller, Vice-Chair
	Terry Furlong
	Tom Schifsky
	Archie Vickerman
	Tim Cole, Council Representative
	John Monge, Mayor/Council Representative
	Brett Garry, Business Association Representative - Ex Officio
Members Absent:	
Staff Present:	Brandy Howe, Community Development Director
	Chris Cherne, EDA Secretary

IV. Adopt Agenda

Chair Dew asked for a motion to adopt the 01-10-2023 EDA meeting agenda.
M/Furlong, S/Vickerman.
Motion carried 7-0.

V. Approval of Minutes

A. Approval of 12-13-2022 EDA Meeting Minutes

Chair Dew asked for a motion to approve the December 13, 2022 meeting minutes.

M/Vickerman, S/Furlong.

Motion carried 7-0.

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.

No public comments.

VII. Authority Business & Action Items

A. Chair, Vice-Chair and Treasurer Election

EDA Member Vickerman nominated Robert Dew to be EDA Chair.

Robert Dew accepted the nomination.

M/Vickerman, S/Cole to elect Robert Dew as EDA Chair.

Motion carried 7-0.

Chair Dew nominated Terry Furlong to be EDA Vice-Chair.

Terry Furlong accepted the nomination.

M/Dew, S/Fuller to elect Terry Furlong as EDA Vice-Chair.

Motion carried 7-0.

Chair Dew stated that the Treasurer of the EDA does not have to be on the commission and nominated Community Development Director Brandy Howe as Treasurer. Dew stated that there are benefits to Ms. Howe taking the position and having someone who is at the City daily and can report to the EDA the financial state and current expenditures.

Brandy Howe accepted the nomination.

M/Dew, S/Vickerman to elect Brandy Howe as EDA Treasurer.

Motion carried 7-0.

VIII. Old Business

A. Community Marketing Video

Henry Marvin from Open Window Productions addressed the EDA. Mr. Marvin stated they have a few ideas for a more comprehensive video. There are ways they can gather footage and make one video along with many different variations.

Chair Dew asked for a target date for the process. Mr. Marvin responded that once they get the confirmation to move forward, they shall work on a schedule for taking various footage. They can capture interviews and b-roll and have those done by mid-summer. Chair Dew stated that if Open Window Productions can lay out a schedule to the EDA in terms of what they are trying to achieve as it relates to participation from City staff, City Council, or community members, the EDA would establish a subcommittee. Vice-Chair Furlong stated that Open Window Productions should coordinate with Communications Consultant Kari Erpenbach. Chair Dew asked Howe to connect Open Window Productions with Ms. Erpenbach.

B. River of God Church

Chair Dew requested City staff coordinate a meeting with the Church, the City Manager and 1-2 EDA members. Chair Dew emphasized being open with the Church during the meeting about how the EDA perceives that property down the line, how their property relates to the Redevelopment Master Plan and to ensure they have a home within the community.

C. FKA: Ground Round Site

Chair Dew stated some level of cleanup has occurred.

D. McKnight Blvd Left Turn Lane

Howe stated that she spoke with the real estate representative for Target, who indicated they were not interested in participating in a cost share for the turn lane at this time. Howe also contacted Ramsey County who indicated that they are going out to bid in the fall for a mill and overlay project on McKnight from 11th Avenue to the north that would start in spring 2024. If the City submits a design, the County could include it in the bid package at the city's expense.

Chair Dew added that the turn lane would be a good step towards attracting development to those parcels. The EDA does not have a desire to fund that effort, but it is something they would push to the Council to request inclusion in the Capital Improvement Plan or other funding mechanisms, like assessments. Howe will work with the City Engineer on a design proposal. Council Representative Cole stated that he would bring the topic to the Council as an update.

IX. Executive Director Report

No report.

X. Treasurer's Report

Chair Dew discussed the EDA cash balance and the expenditure budget for the year. Expenditures are below those expected for last year.

XI. Chair Report

Chair Dew stated he intends to prepare a draft annual report that will follow a similar format to years past and will prepare a final draft for the February EDA meeting for their approval to go to the Council.

Chair Dew and Council Representative Cole clarified the make-up and voting statuses of the EDA. They spoke with the City Attorney, who indicated the Mayor and Council Member of the Board are voting members of the EDA. For quorum purposes, the councilmembers get to vote. The Business Association Representative does not get a vote.

XII. Mayor Report

Mayor Monge stated that it has now been a week since he was sworn in as Mayor. He has been meeting with City Manager Frandle often and is getting acquainted with the position.

XIII. Reports from EDA Members

Vice-Chair Furlong extended an invitation to a "One Last One for the Road" event at the American Legion on Friday, January 13th, from 4:30pm-7:00pm.

Council Representative Cole clarified the vacancies in the EDA. The EDA is full today, but will be missing one member at the end of February.

Council Representative Cole also stated that he believes there are two new restaurants coming to the City. One restaurant will be located in the old Brother's Bistro- an Ethiopian cuisine restaurant. There was a sign in the plaza by Target, but he was unsure of what for.

XIV. Reports from Staff

Howe stated that the City has received a site plan for a Dunkin' Donuts on the corner of 11th and McKnight on the Polar Plaza. Howe stated the Lillie Development received 2 of the 3 grants applied for and the comprehensive plan amendment was approved by the Met Council. The JB Vang agreement expires at the end of the month. We are still unsure of where to go from that, but will report on that next month.

Howe reported on the MPCA EV Grant. There is a 20% match required for the EV charging stations grant. They require 2 stations and are willing to award up to \$7500 per station. The community center and parking lot by the bank downtown are potential spots.

Business Association Representative Brett Garry stated that the Business Association met today with BizRecycling. Businesses that want to leverage their recycling program can work with them to get a grant of up to \$10,000 for their business. The Association launched their new website, which can be found at <https://northstpaulbusiness.com/>. In December, the Association hosted a happy hour at the Legion. They solicited donations for the food shelf and received \$1,100 to be donated to the food shelf.

XV. Closed Session

- A. The meeting will be closed as permitted by Section 13D.03 MN Stats. to discuss the potential purchase of property.

Chair Dew ended the regular EDA meeting and opened the Closed Session at 4:07 PM.

Chair Dew requested a motion to close the Closed Session.

M/Schifsky, S/Fuller to exit the Closed Session at 4:24 PM.

Motion carried 7-0.

XVI. Adjournment

Chair Dew requested a motion to adjourn the meeting.

M/Vickerman and S/Schifsky to adjourn the meeting at 4:25 PM.

Motion carried 7-0.

The next EDA meeting is scheduled for Tuesday, February 14, 2023 at 3:00 PM.

Members, please notify any planned absences to: Chris Cherne
EDA Secretary
651-747-2440
chris.cherne@northstpaul.org



To	Date
Honorable Mayor Monge and City Council	February 14, 2023

Agenda Placement # VII.A

Authority Business & Action Items

Subject

Marketing Video by Open Window Productions

Background/Facts

The Economic Development Authority requested a proposal from Open Window Productions company to develop a short marketing video targeted at attracting businesses and new residents and families to the City of North St. Paul. In developing the scope of work with Open Window Productions, it was determined that the final deliverable would be beneficial to the City in marketing for economic development purposes as well as providing a marketing tool to showcase redevelopment projects, City services, and quality of life amenities, and is thus beneficial to the City overall. The EDA requested a cost-share with the City Council and the HRA to cover the cost of the contract where the EDA would contribute 50 percent of the overall cost of production and the HRA and City will each contribute 25 percent. This was approved by City Council on February 7.

Recommended Action

Authorize staff to execute contract with Open Window Productions

Attachments

1. Open Window Production Proposal
2. Resolution Approving Open Windows Production

Respectfully submitted,
Brandy Howe, Community Development Director



Open Window Productions
6514722542
PO Box 296
Willernie, Minnesota
55090
United States

Prepared For
Brandy Howe
North Saint Paul

Proposal Date
01/31/2023

Proposal Number
110421-71

Overview

The city of North Saint Paul has a rich history and is poised for a vibrant future. New development and new opportunities are abound in the city which is full of life and robust community engagement, thanks to the many events that are held throughout the year. This proposal is to develop a ~3-minute video targeted at attracting businesses and another targeted at families. Additionally, we will write and shoot content for a visitor promotional video and a broadly targeted "Rediscover North Saint Paul" video.

Scope of Work

Creative Development - We will use input from city staff to develop four first draft scripts; one for each video. We'll then share and collaborate with all parties to ensure the messaging is connecting as intended. Although exact details will be developed, we intend on featuring community leaders and residents with short on-camera sound bites along with a professional voice-over narration. Once the script is approved, we will create a shot list and shooting schedule and help with coordinating all production logistics.

Production - We expect to film in several locations throughout the city. Any shoots that we are capturing audio will require our 3-person crew, while footage without audio (b-roll) will only require a videographer. Shooting details will be established in our creative development process, we anticipate a full day shoot with our full crew and two 1/2 days with a solo videographer.

Post-Production - Once all interview footage has been filmed we will jump into post production. The first review will be shared on Vimeo Pro where you can watch the video and click on it during playback to leave notes. Once all feedback is in, we will make the requested revisions until the video is fully approved. If we decide to use professional VO, we will first record a "scratch track" with our voices; on that script is approved, we will request it from the professional and insert into the updated revisions. A logo animation and basic graphics package are included.

Deliverables - We will provide two completed videos: A ~3-minute video specifically targeted to business owners, and one targeted at families. Additionally, we will have a script and footage to edit 2 additional videos: "Visit North St. Paul" and "Rediscover North St. Paul." Should you choose to move forward with the additional edits, we will resubmit an updated estimate for the additional scope of work.

Timeline

March 1st - Finalize contract & schedule winter b-roll shoot
 June 2nd - First full day of production, with interviews
 June 5th - Full day of b-roll
 June 16th - First Review of edit
 Last week of June - Revisions and final delivery.

**We can add a 1/2 day in the fall to film B-roll and add that additional footage into the video. If you choose to add this it will be billed separately for an additional \$750.

Pricing

Description	Rate	Qty	Line Total
Creative Development Script development, coordination, and strategic direction	\$95.00 +Sales Tax	16	\$1,520.00
Full Crew 3 person crew w/4K equipment and sound	\$350.00 +Sales Tax	10	\$3,500.00
Videographer 4K Camera Equipment	\$150.00 +Sales Tax	10	\$1,500.00
Post Production Editing / Motion Graphics / Delivery	\$125.00 +Sales Tax	36	\$4,500.00
Subtotal			11,020.00
10% Discount			-1,102.00
Sales Tax (7.38%) #5221317			731.95
Proposal Total (USD)			\$10,649.95

Notes

30% of estimate due on approval, full payment is due on final delivery. Should aspects of the production change, we will provide you with an updated estimate for approval.

A 10% discount has been applied because our whole team is from the area and is passionate and excited about this project.

Terms

STANDARD TERMS AND CONDITIONS

1. Engagement / Services. Company is engaged on the terms and conditions contained herein to render the services described on page 1 of this Agreement. Company's services will be rendered to Client on a non-exclusive basis.

2. Fees. In consideration of the Services performed by Company hereunder, Client will pay Company the

Fees stated on page 1 of this Agreement in accordance with the payment schedule. Any changes to the Services requested by Client may result in an additional fee. Client agrees to promptly review and respond to Company regarding any such additional fee. Company will not incur any obligations or expenses on Client's behalf without Client's approval. Client will be responsible for all expenses and costs in connection with the Projects which are not included or accounted for in this Agreement. If Client terminates this Agreement as set forth herein prior to completion of Company's Services on the Projects, Client will pay all any unpaid balance of the Fee for Services rendered to date of termination, and any unreimbursed expenses immediately following such termination.

3. Clearances and Permissions. On Client's request, Company will use reasonable efforts to acquire any necessary clearances, permissions and licenses from individuals, companies, locations and any other third parties in connection with any filming and/or recording of the Projects and for the inclusion of any third party content by Company in the Projects for the purpose and commercial exploitation of the Projects, all according to additional budgets agreed on by Company and Client. Following delivery of the Projects to Client by Company, Client will be solely responsible for obtaining and paying for all clearances, permissions and licenses for material added to the Projects or revisions made to the Projects by or for Client, and for distribution of the Projects via media not included in clearances obtained by Company. Client will indemnify and hold Company harmless against all claims with respect to such added material or un-cleared uses.

4. Independent Contractor / Insurance. Company is an independent contractor and no employment, agency or similar relationship exists between Client and Company. Company is responsible for the payment of all taxes based on the amounts paid by Client to Company hereunder and for general liability insurance covering the Services. Client will be solely responsible for all other insurance coverage that may be deemed necessary or advisable with respect to the Projects and Client will name Company as an additional insured party under each such insurance policy.

5. Representations and Warranties. Client and Company each represent and warrant that they are authorized to enter into Agreement and that neither is subject to any obligation or disability that will or might prevent or interfere with the performance of their obligations under this Agreement. Client agrees to defend and indemnify Company, its affiliates and subsidiaries, against all loss, liability, damage, cost and expense (including legal costs and reasonable attorney's fees) suffered or incurred by Company by reason of (i) any breach or alleged breach of any representation, warranty, covenant or agreement made by Client in this Agreement, (ii) the negligence or wrongful acts of Client, its employees, subcontractors, agents or representatives, (iii) any alleged or actual violation by Client its employees, subcontractors, agents or representatives of any law, rule, ordinance, resolution, requirement, mandate or regulation; (iv) any fraud committed by Client, its employees, subcontractors, agents or representatives, or (v) any actual or alleged infringement or violation of any intellectual property right, including, without limitation, any trademark, service mark, patent or copyright, and misappropriation of trade secret or any similar proprietary right.

6. Contingencies. The provision of the Services will be suspended immediately if Client is in breach or default of any provision of this Agreement and such suspension will continue until Client cures the breach or default to Company's satisfaction or until Company elects to terminate this Agreement for non-cure. In the event of such suspension, the payment terms of this Agreement will remain in full force and effect and Client will promptly pay Company the Fee. This Agreement may be terminated by Company based on the occurrence of a force majeure event, including labor dispute, fire, war, governmental action or proceeding, injunction, failure of technical or transportation facilities or any other cause beyond Company's control. If a suspension for a force majeure is in effect for more than five business days, either party may terminate this Agreement without further obligation to the other party, except as set forth in this Agreement.

7. Work-For-Hire: Unless otherwise agreed between the parties, Company will render the Services on a "work-made-for-hire" basis for Client pursuant to the U.S. Copyright Act.

8. Non-Solicitation. During the Term and for 12 months thereafter, Client will not solicit, employ or offer work to or contract with, directly or indirectly, any of Company's personnel without Company's prior written consent.

9. Excusable Delay: In no event will Company be liable to Client for any delay or failure to perform due to any

cause beyond the control and without the fault or negligence of Company.

10. Confidentiality. Client agrees to regard and preserve as confidential all information related to the business and activities of Company, its clients, customers, employees, suppliers and all entities with whom Company does business, that may be obtained by Client from Company or that may be developed or derived as a result of this Agreement. Client agrees to hold such information in trust and confidence for Company and not to disclose such information to any person, firm or enterprise, or use (directly or indirectly) any such information for Client's own benefit or the benefit of any other party, and to limit access to and disclosure of such confidential information to Client's employees on a "need to know" basis only.

11. Credit. Company will not use footage written consent from Client.

12. Survival. The provisions of this Agreement which by their nature survive the termination of the Term will remain in full force and effect, including, without limitation, the provisions relating to representations, warranties, indemnification, default and financial or other obligations of Client.

13. General Provisions.

(a) This Agreement (including the Schedules) contains the entire understanding between the parties hereto with respect to the subject matter hereof and cannot be changed except in writing and signed by both parties. This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota, without regard to its conflict of law provisions or those of any other State and any action arising out of this Agreement will be venued exclusively in the courts located in Minneapolis, Minnesota. The prevailing party in any such action, on trial or appeal, will be entitled to recover reasonable attorneys' fees to be paid by the losing party as fixed by the Court. (b) No waiver by either party of the breach of any term or provision of this Agreement will be deemed or construed to be a waiver of any preceding or succeeding breach of the same or any other term or provision. (c) No waiver by either party of any term or provision of this Agreement will be deemed or construed to be a waiver of any other term or provision of this Agreement. (d) Company may engage sub-contractors to provide all or some of the Services. (e) Company will not at any time release or authorize the release of any information, advertising or publicity relating to Client, Client's personnel or operations, or Company's engagement hereunder without the consent of Client. (f) Notices may be given to either party at the address given on page 1 of this Agreement either by mail, courier or special delivery or via email and will be effective as of the date of the notice. Any change to either party's address will be given to the other party in writing. (g) In the event of a proven breach by Company of the terms of this Agreement, Client's remedies will be limited to an action at law for actual damages, if any, and in no event will Client be entitled to restrain, enjoin or otherwise impair Company's ongoing business activities or the exploitation of Company's Services by third parties. (h) Client may not assign this Agreement or any of Client's obligations hereunder except in writing and with Company's prior written consent.

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2023-##

**RESOLUTION AUTHORIZING COST SHARE FOR
OPEN WINDOW PRODUCTIONS'
MARKETING VIDEO PROPOSAL**

WHEREAS, the Economic Development Authority (“EDA”) has requested a proposal from Open Window Productions company to develop a short marketing video targeted at attracting businesses and new residents and families to the City of North St. Paul; and

WHEREAS, in developing the scope of work with Open Window Productions, it was determined that the final deliverable would be beneficial to the City in marketing for economic development purposes as well as providing a marketing tool to showcase commercial and housing redevelopment projects, City services, and quality of life amenities, and is thus beneficial to the City overall; and

WHEREAS, the EDA is seeking a cost-share with the City Council and Housing and Redevelopment Authority (“HRA”) to cover the cost of the contract where the EDA would contribute 50 percent of the overall cost of production, the HRA would contribute 25 percent and the City would contribute 25 percent;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North St. Paul that the City and HRA will cost-share with the EDA in the marketing video endeavor and each will contribute 25 percent of the budget as itemized in the Open Window Productions proposal (Proposal Number 110421-71).

ADOPTED this ____ day of _____, 2023.

Motion by
Second by

Voting; Aye:
Nays:
Absent:
Abstain:

John Monge, Mayor

Attest: _____
Brian Frandle, City Manager/Clerk Treasurer



To	Date
Executive Director and Authority Members	February 14, 2023
Agenda Placement # VII.B	
Authority Business & Action Items	
Subject	
2022 Annual Report	
Background/Facts	
An annual report to the City Council is a requirement per the EDA bylaws. Chairman Dew prepared the enclosed report for review by the EDA prior to placement on a City Council agenda.	
Recommended Action	
Authorize staff to submit 2022 Annual Report to City Council for review at their February 21, 2023 regular meeting.	
Attachments	
1. 2022 Annual Report	
Respectfully submitted, Brandy Howe, Community Development Director	

February 14, 2023

To: Mayor Monge and Council Members

From: Economic Development Authority (EDA)

RE: North St. Paul EDA – 2022 Annual Report

Background

The primary goal of establishing and maintaining the EDA is to have an entity that is dedicated to work in concert with the City Council to achieve a shared vision of building a strong and adaptive local economy. This is primarily accomplished through a strong focus in the following areas:

1. Setting a strategic vision for the economic development as framed in the City's Comprehensive Plan.
2. Defining and guiding a tactical economic development agenda.
3. Attracting, retaining and expanding businesses within the City.
4. Promoting the City to internal and external audiences.

The current EDA consists of a 10-members (7 voting members) that include the following individuals:

Robert Dew – Chairman
Terry Furlong – Vice-Chairman
Kevin Fuller
Tom Schifsky
Archie Vickerman
John Monge – Mayor/Council Representative
Tim Cole – Council Representative
Brandy Howe – Community Development Director (non-voting)
Brian Frandle – City Manager/Executive Director (non-voting)
Brett Garry – NSP Business Association Liaison (non-voting)

The EDA presently conducts an in person 90-minute meeting monthly. In addition, EDA members attend many meetings with local businesses and potential developers to assist staff in the multitude of efforts related to EDA activities.

EDA Activities

The EDA undertakes numerous actions and activities in accordance with the EDA's By-Laws in an effort to advance the economic health of the City. The activities and actions we undertake are done so with the singular purpose of positioning the City to achieve its goals as outlined in the Comprehensive Plan, the Redevelopment Master Plan, and support business retention and growth within the City. The EDA recognizes that there are oftentimes many competing interests when it comes to the issues surrounding potential development and the activities that promote a healthy and sustainable economy. The EDA always makes a concerted effort to view these things through a lens of "What is best for the economic health of the City?". This is not to suggest we don't consider the viewpoints and concerns of other City agencies or stakeholders,

but it is critical that the EDA makes its best recommendations and works to put the pieces together, if possible. This is important to understand when assessing the process and ultimate value of the EDA.

The EDA has continually attempted to balance the demands between “what the residents of North St. Paul want it to be” and “what the market wants it be”. Ultimately, the EDA has to provide recommendations and guidance on what is best for the long-term economic health of the City. The way we do this often takes a lot of time and effort to reach a conclusion that provides the City and its residents the best long-term results. Over the last decade the EDA has commissioned numerous studies and exhaustive reviews to ensure we, as a City, are on the best path for the future. This is important to note when we review the past and recent successes as they have all taken years of effort to achieve and it is important to remember as we look to the future and the work that remains to be done.

In addition to a continued focus on development and business attraction to the City, the EDA has also continued efforts to understand and execute business retention strategies. The EDA’s primary strategy in business retention has been to conduct visits with existing businesses to understand their needs and concerns in addition to providing information about the EDA and its activities. The EDA liaison from the North St. Paul Business Association, Brett Garry, has continued to play a vital role in helping the EDA understand the current business climate and keep us connected with the business community.

Development Activity

Anchor Commons – This site was formerly occupied by Anchor Block and sat vacant for many years while for sale by a private owner. Site conditions proved to be a continual hurdle in the sale and in 2017 the EDA and City staff stepped in to assist the seller and prospective buyer in developing a plan that helped create an environment to facilitate a sale and allow the City to affirmatively guide a process to the benefit of all. But for the involvement of the City the sale of the property would have likely failed, and the site would remain vacant today. Today this site is fully developed with the **Kwik Trip** and **Extra Space Storage** completed in 2021 and the following projects fully completed in 2022:

Gateway at McKnight – M&I Homes’ development has added 110 new townhomes ranging from 1,750 – 2,399 square feet. This project was substantially complete in 2021. The remaining townhomes were completed and sold in 2022 and this project is fully occupied. This development has added ~\$30,000,000 of new taxable real estate value and brings ~165 new residents to the City.

Anchor View Apartments (f.k.a. Trident Development) – A new 128-unit apartment building began construction in early 2021 and completed in 2022. The project is mostly leased and fully stabilized. 20% of the units in this development will be rented at 50% of the area medium income which ranges from \$791 for a studio to \$1,175 for a 3-bedroom. This development has added ~\$22,320,000 of new taxable real estate value and adds ~150 residents to the City.

The Sentinel Residences – Substantially completed in late 2021 the development is a 3-story 89-unit market rate apartment building on the former City Hall site and adjacent parcels. The facility was fully leased in a short time and is fully stabilized. This development has added ~\$18,250,000 of new taxable real estate value and bring ~100 residents to the City.

MAC’S Diner – Located within the Sentinel Residences on the corner of Margret and 7th Mac’s Diner opened in the summer of 2022. The EDA worked with the proprietor and provided funding to help bridge the financial

gap that allowed Mac's to become a reality in the City. Macs has been well received by those in the community and surrounding areas. The EDA feels this is a milestone in the City's progress of creating a more vibrant downtown district and its success will support the message to future similar establishments that you can not only survive but thrive in North St. Paul.

Lillie Redevelopment – The Lillie building which formerly housed the Lillie Newspaper and several other businesses over the years was being sold by the long-time owners. The EDA worked with the Saint Paul Port Authority to understand what was possible on the site under a multitude of scenarios. With that answer producing both good and bad scenarios the SPPA advised the EDA to take steps to control the property and the outcome. The EDA took the required steps and with the property under contract solicited developer proposals for the site and ultimately engaged with a developer to redevelop the site as well as two adjacent parcels. The EDA did this with minimal cash outlay and will ultimately be cash positive on the transaction. The new development will bring 82 units of market rate housing, including 7 live/work units, to the City and significantly improve the West end of the Downtown District. This development is anticipated to add ~\$20,000,000+ of new taxable real estate value and bring ~100 new residents to the City.

These developments, in total, have added or will add over \$100,000,000 in taxable real estate value within the City over a 36-month period that did not exist prior to the formation of the EDA. We recognize the contributions of City staff, the Planning Commission, the Housing and Redevelopment Authority and, of course, the Mayor and City Council to what has been achieved in the last decade. The EDA has not achieved these results independently but has served as driving force to put many of these pieces in place.

Future Development

There are several other key parcels that are active and will bring additional value to the City. The EDA will continue to take the necessary steps to drive positive activity that will benefit the City and its residents. We will continue to focus on attracting and maintaining positive improvements that fulfill the housing and service needs of the community.

Redevelopment Master Plan Update

In 2012 the EDA commissioned a plan that outlined the vision of future development in North St. Paul with a focus on the downtown area. This effort was funded through a grant applied for and received by the EDA from Metropolitan Council's Livable Communities program. In 2021 the EDA commissioned and funded an update to this plan that would account for development activity that had occurred or was in the planning phase since the original plan and revisited the collective vision for the City. The updated Redevelopment Master Plan was completed and adopted by the City Council, EDA, and Planning Commission in July 2022. The goal for this plan is that it will continue to serve as a comprehensive guiding document for the City as a consolidated and agreed vision for the future development. The EDA is proud of, not only the final product, but the collaboration and broad input that went into the current plan and believes it provides a definitive source on the aligned vision of where we are going. We encourage the City Council, Planning Commission, and others within the City, including the residents, to use this document frequently when evaluating planned development activity.

Highway 36 & 120 Interchange

The EDA has and will continue to monitor MNDOT plans related to modifications at Division and Highway 36 since changes at this intersection may significantly impact both development in the immediate area and access to Commerce Park and Downtown Areas from Highway 36. Currently, the MNDOT 10-year Highway Capital Work Plan does not include any work related to this interchange other than a road reconstruction project of Highway 120 (Division) in 2024 and a resurfacing project of Highway 36 scheduled to begin in early 2022.

During 2022, City leadership has participated in numerous meetings with MNDOT, Oakdale, Washington, and Ramsey Counties to discuss this issue and the EDA believes it is **imperative** that we remain engaged in the plans for this interchange and take a strong position as an impacted stakeholder to any work that is planned for this area.

EDA Financial Information

The EDA is primarily funded by an annual levy approved by the City Council. The EDA expenditures have largely been allocated to staff support and outside agencies to prepare studies and other materials to assist in EDA activities. One of the goals of the EDA is to continue to build a fund balance that will allow the EDA to implement strategic development and assist in removing hurdles in areas that private investment have shied away from.

A summary of the financial position of the EDA as of December 31, 2022, are attached for your information. The complete financial statements for the EDA can be obtained from the City's Finance Director.

Summary

The EDA looks forward to continuing its mission of building a strong, adaptive local economy in the City of North St. Paul for years to come. We are thankful for the support and collaboration of the Mayor, City Council, Planning Commission, the North St. Paul Business Association and other agencies and private parties that we have worked with. Mostly we are grateful for the support and opportunity to serve the residents and the businesses North St. Paul.

On behalf of the North St. Paul Economic Development Authority,



Robert Dew
EDA Chairman

Brian Frandle
City Manager, EDA Executive Director



To	Date
Executive Director and Authority Members	February 14, 2023
Agenda Placement # VII.C	
Authority Business & Action Items	
Subject	
EDA Meeting Frequency	
Background/Facts	
Chapter 34.05(E) of the Municipal Code, the chapter that establishes the EDA, indicates that the EDA shall meet quarterly and at such other times as necessary. Please consider if adjustments to the regular monthly meeting schedule are warranted.	
Recommended Action	
n/a	
Attachments	
None	
Respectfully submitted, Brandy Howe, Community Development Director	



To	Date
Executive Director and Authority Members	February 14, 2023
Agenda Placement # VII.D	
Authority Business & Action Items	
Subject	
EDA Appointments	
Background/Facts	
City staff received three applications for appointment to the EDA. An interview panel of EDA and City representatives met with all three candidates on Thursday, February 9th. Candidate selection and appointment will be forthcoming at a future meeting of the City Council.	
Recommended Action	
n/a	
Attachments	
None	
Respectfully submitted, Brandy Howe, Community Development Director	



To	Date
Executive Director and Authority Members	February 14, 2023

Agenda Placement # VIII.A

Discussion Items

Subject

Parklet

Background/Facts

The EDA engaged WSB in early 2022 to prepare a concept drawing for a green space "parklet" in the downtown. Two basic designs were provided based on feedback from the EDA and have been revised--one with a circular central feature and one with a square with a walk-through in the middle of the design. The parking area was adjusted so the ADA loading area aligns with the walkway. The picnic pad was relocated for accessibility from the walk. Two bench pads were also added as well as space for a 6'x6' art piece. Preliminary cost estimates for this were provided by the City Engineer in May 2022.

\$24,000 – Asphalt Paving

\$ 1,000 – Pavement Markings

\$ 6,000 – Concrete Walks

\$10,000 – Sod

\$41,000 – TOTAL Quote / Bid Costs

\$15,000 – Pavement Removals (By City)

\$13,000 – Earthwork / Subbase Prep (By City)

\$ 5,000 – 6" to 12" Topsoil for Lawn Areas (By City)

\$ 9,000 – Tables and Bench (By City)

\$10,000 – Irrigation (By City)

\$52,000 – Total City / Indirect Costs

Recommended Action

n/a

Attachments

1. Pocket Park (Parklett) Concept Plan 09-22-2022

Respectfully submitted,

Brandy Howe, Community Development Director

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To	Date
Executive Director and Authority Members	February 14, 2023
Agenda Placement # VIII.B	
Discussion Items	
Subject	
River of God Church	
Background/Facts	
Staff has been working to set up a meeting with the pastor of River of God and the EDA Chair to discuss the vision for the Redevelopment Master Plan and how it may impact the church's property. The meeting is anticipated to be held in March.	
Recommended Action	
n/a	
Attachments	
None	

Respectfully submitted,
Brandy Howe, Community Development Director



To	Date
Executive Director and Authority Members	February 14, 2023
Agenda Placement # VIII.C	
Discussion Items	
Subject	
McKnight Turn Lane	
Background/Facts	
The EDA has been discussing the need for a left turn lane from McKnight Road into the Target parking lot to the west for some time. Staff had preliminary conversations with Ramsey County about the potential improvement as it is a county highway. The County is generally supportive of the idea and indicated to staff that if the City is willing to provide a design plan for the turn lane, it could be included in the County's bid for a mill and overlay project to commence next year. The County will go out to bid later this year. Staff has requested WSB prepare a cost estimate to prepare a conceptual design for review by the County. Staff also had conversations with Target regarding a potential cost share of the construction; they have declined at this time.	
Recommended Action	
n/a	
Attachments	
None	
Respectfully submitted, Brandy Howe, Community Development Director	



To	Date
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Executive Director and Authority Members	February 14, 2023
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Agenda Placement # IX.A

Treasurer Report

Subject

January 2023 Treasurer Report

Background/Facts

EDA Treasurer Report	
AS OF JANUARY 31, 2023	
BEGINNING FUND BALANCE	\$ 468,362.38
ASSETS	JANUARY
Cash	\$ 411,834.51
Land	\$ 49,248.22
Total	\$461,082.73
REVENUE	JANUARY
Other changes (market value adjustment & investm	\$ 207.13
Property taxes	\$ -
Total	\$ 207.13
EXPENSES	JANUARY
Personnel Services (full time salaries and comp)	\$ 7,486.78
Contractual Services	\$ -
Transfer	\$ -
Total	\$ 7,486.78
FUND BALANCE	JANUARY
Beginning Fund Balance 1/1/23	\$ 468,362.38
Total Revenue (+)	\$ 207.13
Total Expenses (-)	\$ (7,486.78)
ENDING FUND BALANCE	\$461,082.73

Recommended Action

N/A

Attachments

1. RG APPROVED BUDGET REPORT - 6174
2. RG BALANCE SHEET - 6206
3. RG REVENUE EXPENSE REPORT - 6219

Respectfully submitted,
Brandy Howe, Community Development Director

102-EDA-ECONOMIC DEV AUTH

REVENUES		(----- 2022 -----) (----- 2023 -----)							
		2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>TAXES</u>									
102-3011	CURRENT PROPERTY TAX	156,231	166,769	184,687	200,907	0	0	156,231	200,907
102-3012	DELINQUENT PROPERTY TAX	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TAXES		156,231	166,769	184,687	200,907	0	0	156,231	200,907
3011	CURRENT PROPERTY TAX	PERMANENT NOTES: State Statute 469.107 not to exceed .01813% of estimated market value for current year to calc next year max; 2019 Final Market Value \$919,851,300 *.000183 = \$166,769							
<u>INTERGOVERNMENTAL</u>									
102-3521	HACA	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL INTERGOVERNMENTAL		0	0	0	0	0	0	0	0
<u>OTHER CHARGES</u>									
102-3800	MARKET VALUE ADJUSTMENT	974	(18)	(3,357)	0	1,454	0	0	0
102-3801	INVESTMENT INCOME	2,666	2,806	9,030	0	(1,247)	0	0	0
102-3865	REFUND & REIMBURSEMENTS	<u>22</u>	<u>57</u>	<u>8,602</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OTHER CHARGES		3,662	2,845	14,275	0	207	0	0	0
<u>TRANSFERS</u>									
102-3992	TRANSFER FROM OTHER FUNDS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFERS		0	0	0	0	0	0	0	0
TOTAL REVENUES		159,893	169,614	198,962	200,907	207	0	156,231	200,907

102-EDA-ECONOMIC DEV AUTH

EXPENDITURES	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	(----- 2022 -----) CURRENT BUDGET	(----- 2022 -----) Y-T-D ACTUAL	(----- 2022 -----) PROJECTED YEAR END	(----- 2023 -----) REQUESTED BUDGET	(----- 2023 -----) APPROVED BUDGET
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PERSONNEL SERVICES

102-4-00-4010-000 FULL-TIME SALARIES	29,399	23,938	21,088	60,068	5,309	0	48,641	60,068
102-4-00-4011-000 OVERTIME SALARIES	0	106	0	0	0	0	0	0
102-4-00-4020-000 PART-TIME SALARIES	0	0	0	0	0	0	0	0
102-4-00-4030-000 DEFERRED COMPENSATION	1,156	1,459	763	3,709	171	0	1,946	3,709
102-4-00-4031-000 PERA CONTRIBUTION	1,867	1,537	1,023	4,505	398	0	3,648	4,505
102-4-00-4032-000 FICA CONTRIBUTION	1,506	1,363	1,000	3,673	326	0	3,016	3,673
102-4-00-4033-000 MEDICARE CONTRIBUTION	353	318	234	900	76	0	705	900
102-4-00-4037-000 EDUCATIONAL ASSISTANCE CONTR	0	0	0	0	0	0	0	0
102-4-00-4040-000 HEALTH INSURANCE	1,636	2,159	1,508	7,970	1,206	0	2,874	7,970
102-4-00-4050-000 WORKERS COMPENSATION INSURAN	0	154	186	457	0	0	443	457
102-4-00-4070-000 SEVERANCE	<u>0</u>	<u>0</u>	<u>0</u>	<u>511</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>511</u>
TOTAL PERSONNEL SERVICES	35,916	31,034	25,800	81,793	7,487	0	61,273	81,793

4-00-4010-000FULL-TIME SALARIES PERMANENT NOTES:
Community Development Director-50%
Business & Neighborhood Services Coordinator- 40%

SUPPLIES

102-4-00-4110-000 OFFICE SUPPLIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>
TOTAL SUPPLIES	0	0	0	0	0	0	500	0

CONTRACTUAL SERVICES

102-4-00-4300-000 GENERAL CONTRACT/CONSULTING	0	0	0	0	0	0	0	0
102-4-00-4300-093 GENERAL CONTRACT/CONSULTING	0	0	0	0	0	0	0	0
102-4-00-4300-101 GENERAL CONTRACT/CONSULTING	0	0	0	0	0	0	23,175	0
102-4-00-4300-310 GENERAL CONTRACT/CONSULTING	0	0	0	0	0	0	0	0
102-4-00-4302-000 LEGAL SERVICES	448	0	1,052	0	0	0	0	0
102-4-00-4302-310 LEGAL SERVICES	0	0	0	0	0	0	0	0
102-4-00-4304-000 ENGINEERING SERVICES	0	0	12,992	45,000	0	0	0	45,000
102-4-00-4310-000 GENERAL SERVICE FEES	0	0	0	0	0	0	0	0
102-4-00-4320-000 COMMUNICATIONS DEVICES	0	0	0	0	0	0	0	0
102-4-00-4330-000 POSTAGE	4	0	0	0	0	0	0	0
102-4-00-4360-000 DUES & SUBSCRIPTIONS	450	450	0	450	0	0	0	450
102-4-00-4370-000 TRAINING & TRAVEL	0	0	0	0	0	0	4,200	0
102-4-00-4400-000 GENERAL LIABILITY	1,619	925	1,065	1,134	0	0	562	1,134
102-4-00-4410-000 PROPERTY INSURANCE	0	0	0	0	0	0	0	0
102-4-00-4500-000 UTILITIES	0	3,590	4,852	0	0	0	0	0
102-4-00-4540-000 FIBER SERVICE	0	0	0	0	0	0	0	0
102-4-00-4575-000 COPIER LEASES	0	0	0	0	0	0	0	0
102-4-00-4620-000 AWARDS & INDEMNITIES	0	0	0	0	0	0	0	0
102-4-00-4630-000 MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>0</u>	<u>125,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>125,000</u>
TOTAL CONTRACTUAL SERVICES	2,521	4,965	19,960	171,584	0	0	27,937	171,584

4-00-4400-000GENERAL LIABILITY PERMANENT NOTES:
Based on .65 FTE's (City Administrator and CD Director)

102-EDA-ECONOMIC DEV AUTH

EXPENDITURES				(----- 2022 -----)			(----- 2023 -----)	
	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>CAPITAL</u>								
102-4-00-4730-319 LAND	0	0	0	0	0	0	0	0
102-4-00-4730-380 LAND - 2564 7TH AVE E	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL	0	0	0	0	0	0	0	0
<u>TRANSFERS</u>								
102-4-00-4992-000 TRANSFER TO OTHER FUNDS	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>
TOTAL TRANSFERS	10,000	10,000	10,000	10,000	0	0	10,000	10,000
4-00-4992-000TRANSFER TO OTHER FUNDS	PERMANENT NOTES: Needs to reflect same as 001-3992							
TOTAL	48,436	45,998	55,760	263,377	7,487	0	99,710	263,377
TOTAL EXPENDITURES	48,436	45,998	55,760	263,377	7,487	0	99,710	263,377
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	111,457	123,615	143,201	(62,470)	(7,280)	0	56,521	(62,470)
	=====	=====	=====	=====	=====	=====	=====	=====

BALANCE SHEET

AS OF: JANUARY 31ST, 2023

102-EDA-ECONOMIC DEV AUTH

ACCOUNT#	TITLE		
ASSETS			
=====			
102-1010	CASH	411,834.51	
102-1020	TAXES RECEIVABLE	0.00	
102-1022	TAXES REC DEL	0.00	
102-1033	S/A RECEIVABLE	0.00	
102-1040	ACCOUNTS RECEIVABLE	0.00	
102-1042	ACCOUNTS RECEIVABLE MODULE	0.00	
102-1054	DUE FROM OTHER FUNDS	0.00	
102-1060	INTEREST REC INVEST	0.00	
102-1120	PREPAID EXPENSES	0.00	
102-1200	LAND	49,248.22	
102-1300	DUE FROM OTHER FUNDS	0.00	
102-1888	REVENUE CLEARING	<u>0.00</u>	
			<u>461,082.73</u>
TOTAL ASSETS			461,082.73
=====			
LIABILITIES			
=====			
102-2010	AP PENDING (DUE TO POOL)	0.00	
102-2011	ACCOUNTS PAYABLE OTHER	0.00	
102-2012	ACCRUED SALARIES	0.00	
102-2013	EST LIAB FOR COMP ABSENCES	0.00	
102-2026	DUE TO OTHER GOVERNMENTS	0.00	
102-2027	DUE TO OTHER FUNDS	0.00	
102-2029	USE TAX PAID	0.00	
102-2030	SALES TAX	0.00	
102-2060	DEFERRED REVENUE	0.00	
102-2088	CONTR OTHER FUNDS	0.00	
102-2196	RETIREE INSURANCE	0.00	
102-2198	LINCOLN DISABILITY	0.00	
102-2199	DELTA DENTAL	0.00	
102-2201	FEDERAL TAX	0.00	
102-2202	STATE TAX	0.00	
102-2203	FICA TAX	0.00	
102-2204	MEDICARE TAX	0.00	
102-2205	PERA	0.00	
102-2209	HCSP MN STATE RETIREMENT SYSTE	0.00	
102-2210	CITY & COUNTY CREDIT UNION	0.00	
102-2211	DEFERRED COMPENSATION	0.00	
102-2212	WAGE WITHHOLDING	0.00	
102-2213	HEALTH/DENTAL/LIFE INSURANCE	0.00	
102-2214	MN MUTUAL LIFE INSURANCE	0.00	
102-2215	PERA LIFE INSURANCE	0.00	
102-2216	MINNESOTA BENEFIT ASSOCIATION	0.00	
102-2217	UNITED WAY	0.00	
102-2218	UNION DUES	0.00	
102-2219	MISC WAGE WITHHOLDING	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>

BALANCE SHEET

AS OF: JANUARY 31ST, 2023

102-EDA-ECONOMIC DEV AUTH

ACCOUNT#	TITLE
----------	-------

EQUITY
=====

102-2900	FUND BALANCE	<u>513,005.73</u>	
	TOTAL BEGINNING EQUITY	513,005.73	
	TOTAL REVENUE	207.13	
	TOTAL EXPENSES	7,486.78	
	(WILL CLOSE TO FUND BAL.)	<u>(44,643.35)</u>	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	(51,923.00)	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>461,082.73</u>	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		461,082.73
			=====

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2023

102-EDA-ECONOMIC DEV AUTH
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 08.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
TAXES	200,907	0.00	0.00	0.00	200,907.00	0.00
INTERGOVERNMENTAL	0	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	0	207.13	207.13 (	2,306.74) (	207.13)	0.00
TRANSFERS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	200,907	207.13	207.13 (	2,306.74)	200,699.87	0.10
<u>EXPENDITURE SUMMARY</u>						
	<u>263,377</u>	<u>7,486.78</u>	<u>7,486.78</u>	<u>9,948.13</u>	<u>255,890.22</u>	<u>2.84</u>
TOTAL EXPENDITURES	263,377	7,486.78	7,486.78	9,948.13	255,890.22	2.84
REVENUE OVER/ (UNDER) EXPENDITURES	(62,470) (	7,279.65) (	7,279.65) (	12,254.87) (	55,190.35)	11.65

102-EDA-ECONOMIC DEV AUTH

% OF YEAR COMPLETED: 08.33

REVENUES		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>TAXES</u>							
102-3011	CURRENT PROPERTY TAX	200,907	0.00	0.00	0.00	200,907.00	0.00
102-3012	DELINQUENT PROPERTY TAX	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TAXES		200,907	0.00	0.00	0.00	200,907.00	0.00
<u>INTERGOVERNMENTAL</u>							
102-3521	HACA	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERGOVERNMENTAL		0	0.00	0.00	0.00	0.00	0.00
<u>OTHER CHARGES</u>							
102-3800	MARKET VALUE ADJUSTMENT	0	1,454.04	1,454.04 (	1,995.83) (	1,454.04)	0.00
102-3801	INVESTMENT INCOME	0 (	1,246.91) (	1,246.91) (	310.91)	1,246.91	0.00
102-3865	REFUND & REIMBURSEMENTS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER CHARGES		0	207.13	207.13 (	2,306.74) (	207.13)	0.00
<u>TRANSFERS</u>							
102-3992	TRANSFER FROM OTHER FUND	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS		0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		200,907	207.13	207.13 (	2,306.74)	200,699.87	0.10
		=====	=====	=====	=====	=====	=====

102-EDA-ECONOMIC DEV AUTH

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>PERSONNEL SERVICES</u>						
102-4-00-4010-000 FULL-TIME SALARIES	60,068	5,309.36	5,309.36	1,019.52	54,758.64	8.84
102-4-00-4011-000 OVERTIME SALARIES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4020-000 PART-TIME SALARIES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4030-000 DEFERRED COMPENSATION	3,709	170.64	170.64	12.00	3,538.36	4.60
102-4-00-4031-000 PERA CONTRIBUTION	4,505	398.12	398.12	76.48	4,106.88	8.84
102-4-00-4032-000 FICA CONTRIBUTION	3,673	325.99	325.99	65.30	3,347.01	8.88
102-4-00-4033-000 MEDICARE CONTRIBUTION	900	76.23	76.23	15.29	823.77	8.47
102-4-00-4037-000 EDUCATIONAL ASSISTANCE	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4040-000 HEALTH INSURANCE	7,970	1,206.44	1,206.44	65.29	6,763.56	15.14
102-4-00-4050-000 WORKERS COMPENSATION I	457	0.00	0.00	0.00	457.00	0.00
102-4-00-4070-000 SEVERANCE	511	0.00	0.00	0.00	511.00	0.00
TOTAL PERSONNEL SERVICES	81,793	7,486.78	7,486.78	1,253.88	74,306.22	9.15
<u>SUPPLIES</u>						
102-4-00-4110-000 OFFICE SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
<u>CONTRACTUAL SERVICES</u>						
102-4-00-4300-000 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4300-093 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4300-101 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4300-310 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4302-000 LEGAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4302-310 LEGAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4304-000 ENGINEERING SERVICES	45,000	0.00	0.00	8,694.25	45,000.00	0.00
102-4-00-4310-000 GENERAL SERVICE FEES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4320-000 COMMUNICATIONS DEVICES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4330-000 POSTAGE	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4360-000 DUES & SUBSCRIPTIONS	450	0.00	0.00	0.00	450.00	0.00
102-4-00-4370-000 TRAINING & TRAVEL	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4400-000 GENERAL LIABILITY	1,134	0.00	0.00	0.00	1,134.00	0.00
102-4-00-4410-000 PROPERTY INSURANCE	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4500-000 UTILITIES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4540-000 FIBER SERVICE	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4575-000 COPIER LEASES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4620-000 AWARDS & INDEMNITIES	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4630-000 MISCELLANEOUS	125,000	0.00	0.00	0.00	125,000.00	0.00
TOTAL CONTRACTUAL SERVICES	171,584	0.00	0.00	8,694.25	171,584.00	0.00
<u>CAPITAL</u>						
102-4-00-4730-319 LAND	0	0.00	0.00	0.00	0.00	0.00
102-4-00-4730-380 LAND - 2564 7TH AVE E	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERS</u>						
102-4-00-4992-000 TRANSFER TO OTHER FUND	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL TRANSFERS	10,000	0.00	0.00	0.00	10,000.00	0.00

102-EDA-ECONOMIC DEV AUTH

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
TOTAL	263,377	7,486.78	7,486.78	9,948.13	255,890.22	2.84
TOTAL EXPENDITURES	263,377	7,486.78	7,486.78	9,948.13	255,890.22	2.84
REVENUE OVER/ (UNDER) EXPENDITURES	(62,470) (	7,279.65) (	7,279.65) (	12,254.87) (	55,190.35)	11.65

**To**

Executive Director and Authority Members

Date

February 14, 2023

Agenda Placement # XIV.A

Reports from Staff

Subject

Lillie redevelopment project update

Background/Facts

The Lillie redevelopment project received City Council approvals last September that included a PUD, comprehensive plan amendment, and zoning text amendment. The City also applied on behalf of the developer and was awarded funding the following three grants:

1. DEED Cleanup grant - \$179,020
2. DEED TBRA (tax base revitalization account) - \$179,000
3. Ramsey County ERF (environmental resource fund) - \$75,000

Staff is presently working with the city attorney and developer on the grant and subgrant agreements for the above-listed grants. Additionally, the developer is also applying to DEED for a redevelopment grant. That application was submitted on February 1.

The developer currently proposes the following project schedule.

- Mid-March – clean contents of building
- Beginning of April – abatement
- Mid to end of April – demo
- Beginning of May – commence excavation / foundations
- 14 month construction period

The building is planned to be open for residents summer of 2024.

Recommended Action

n/a

Attachments

None

Respectfully submitted,
Brandy Howe, Community Development Director



To	Date
Executive Director and Authority Members	February 14, 2023
Agenda Placement # XIV.B	
Reports from Staff	
Subject	
Vang Project	
Background/Facts	
JB Vang entered into a MOU with the City/EDA wherein the City agrees to work solely with them on negotiations for sale of the Margaret Street redevelopment site. That MOU expired on January 31, 2023. Staff has been in regular contact with JB Vang since that time to determine if their proposal for multifamily housing is still viable. The viability is unclear at this point given the changing development climate with high interest rates and construction costs. JB Vang plans to have an internal conversation with their team and provide an update to the City by early next week.	
Recommended Action	
n/a	
Attachments	
1. 20220104 NSP Concept Sketch 69 UNITS (003)	
Respectfully submitted, Brandy Howe, Planner	



LEVEL 1



TYPICAL UPPER LEVELS



DEVELOPMENT SUMMARY: 2395 Margaret St N, North St. Paul

Updated 2022-01-04

DESCRIPTION	TOTAL	PARKING				COMMERCIAL	RESIDENTIAL					
	Gross SF	Parking GSF	Structured Parking	Surface Parking	Total Parking	Commercial GSF	Residential GSF	Amenity	NLSF	Efficiency	Residential Parking	Residential Units
1 Lobby / Parking / Units	16,100	9,608	30	52	82	2,000	14,100	4,450	7,527	53%	82	
2 Units / Amenity	17,550						17,550		13,689	78%		23
3 Units	17,550						17,550		13,689	78%		23
4 Units	17,550						17,550		13,689	78%		23
	68,750	9,608	30	52	82	2,000	66,750	4,450	48,594	73%	82	69
	Gross SF	Parking GSF	Structured Parking	Surface Parking	Total Parking	Commercial GSF	Residential GSF	Amenity	NLSF	Efficiency	Residential Parking	Residential Units

METRICS

Site SF	39,380	SF
Site Acreage	0.90	Acres
Dwelling Units	69	DU
Dwelling Unit per Acre	76	DU/Acre
Residential Parking Ratio Per Unit	1.19	Stalls/Unit
Residential Parking Ratio Per Bedroom	0.98	Stalls/Bed
FAR	1.50	

RESIDENTIAL MIX					
Unit Type	Mix	Qty	Total Beds	Avg Unit NLSF	Total NLSF
Micro	0%	-	-	350	-
Studio	56%	39	39	500	19,500
1 BR	22%	15	15	700	13,344
2 BR	22%	15	30	1,050	15,750
3 BR	0%	-	-	1,200	-
	100%	69	84	665	48,594