



**Economic Development Authority
Regular Meeting Minutes
Tuesday, July 11, 2023
3:00 PM**

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

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

II. ROLL CALL

EDA Members

Robert Dew, Chair

Terry Furlong, Vice-Chair

absent

Josef Matthews

Tom Schifsky

Chris Thorsen

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

absent

Chris Cherne, EDA Secretary

III. ADOPT AGENDA

Chair Dew asked for a motion to adopt the agenda.

M/Cole, S/Schifsky.

Motion carried 6-0.

IV. APPROVAL OF MINUTES

A. Approval of 05-09-2023 Minutes

Chair Dew asked for a motion to approve the May 9, 2023 meeting minutes.

M/Matthews, S/Schifsky.

Motion carried 6-0.

V. MEETING OPEN TO THE PUBLIC

No public comments.

VI. EDA DISCUSSION AND ACTION ITEMS

A. 2024 Budget Discussion

Howe presented the proposed EDA budget for 2024. Dew stated that contractual services typically eat up most of the EDA expenses and asked if the EDA should be specifically allocated for anything else. After some discussion, Thorsen requested the noted surplus be moved into planned expenditures. The EDA agreed. The net gain will show as \$0.

Dew asked for a motion to approve and recommend to City Council the 2024 budget with the mentioned changes.

M/Thorsen, S/Matthews.

Motion carried 6-0.

B. Downtown Green Space

Howe provided an update on the open space at 2579 7th Avenue. Per EDA direction, staff received quotes from T.A. Schifsky & Sons, Inc., B.R. Bituminous Roadways, Inc. and White Bear Lawn & Snow for paving the full lot, half the lot or creating full green space and irrigation of the lot.

Dew stated that the EDA was not willing or able to pay for the entirety of the project, but would be willing to put up to 50%. Matthews stated it is a worthy contribution. Thorsen advocated for paving the full lot, stating that it would look better, be useful to the public and would be cheaper if the site were to be redeveloped in the future. Schifsky concurred. Dew stated that as part of the Redevelopment Master Plan, the EDA should consider pulling softer spaces into the downtown area. A soft space could include potted plants, benches and portable décor. Mayor Monge cautioned against overloading the duties of the Public Works Department.

Cole stated that conversations for the space have occurred for almost 2 years. Since the conversations started, prices have more than doubled. Cole expressed that the half parking lot, half green space plan would be good for the downtown. Cost factors such as City involvement, irrigation and maintenance should be questioned. Cole requested a presentation be given to City Council with the options.

Chair Dew asked for a motion to direct staff to engage with B.R. Bituminous Roadways, Inc. for the pavement of the full parking lot quoted at \$52,545 and allocate a budget of \$5,000 for portable planters and benches contingent on a presentation to City Council and a 50% contribution.

M/Matthews, S/Thorsen.

Motion carried 4-1, with Cole dissenting and Schifsky abstaining.

VII. TREASURER'S REPORT

A. July 2023 Treasurer's Report

Howe provided the July 2023 Treasurer's Report.

VIII. UPDATES

- **Lillie Redevelopment Project:** A revised plan along with Comprehensive Plan and PUD amendments were sent to City Council and passed on June 6. A grant agreement and subgrant agreement will go to City Council on July 18. Demolition permit applications have been submitted. The EDA asked staff to look into any potential reimbursements related to the Lillie Project. Frandle asked the EDA if they have the ability to make grants available to fill the live/work units. Dew stated the EDA may be interested, and it is worth revisiting at a future meeting.
- **Open Window Productions (OWP) Marketing Video:** OWP is in the process of filming scenes around town, including interviews with City departments and business representatives in the community. OWP plan to share a draft video with the EDA by the August meeting.
- **City Lot at 17th Avenue and Delaware:** A few developers have been interested in purchasing the lot. The City has put out an RFP. Two complete proposals were provided and will be brought to City Council for presentation on July 18.
- **City Lots at Margaret Street:** A presentation on behalf of Gary Mulcahy was given at the previous EDA meeting for proposed garage condominiums. Based on attorney opinion, the City wanted to give others a chance to apply. An RFP has been put together but not sent out. Dew stated that he is not in agreement with the RFP. The Mulcahy proposal incorporates a significant amount of property not owned by the City. The EDA spends personal capital in getting out and talking to people, and he spent some of his own personal capital getting the Mulcahy project to the table. The EDA stated that they would get in contact with him regarding next steps, but the next step of putting an RFP out may lead the proposal to be withdrawn. Thorsen agreed. Monge stated he likes the proposal as it was presented. Cole and Monge agreed the proposal should be brought to City Council to get a clear understanding of the project. EDA directed staff to bring the Mulcahy project to City Council and to not issue the RFP.

Dew asked for a motion to support the concept proposal of the garage condos and a presentation be given to City Council.

M/Thorsen, S/Schifsky.

Motion Carried 5-0, with Cole abstaining.

- **Pine Tree Center:** There were no updates.
- **Pizza Factory:** The EDA will soon receive the bill for the lease area drawing.
- **Reflex Medical:** There were no updates.
- **EDA Bylaws:** Staff is in the process of looking into the EDA Bylaws and may need to bring in the City Attorney.

IX. ADJOURNMENT

Chair Dew requested a motion to adjourn the meeting.

M/Cole, S/Schifsky to adjourn the meeting at 4:16 PM.

Motion carried 6-0.

The next regularly scheduled Economic Development Authority meeting is Tuesday, August 8, 2023 at 3:00 PM.

Members, please notify any planned absences to:

Chris Cherne
EDA Secretary
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