

MEETING AGENDA
ECONOMIC DEVELOPMENT AUTHORITY
January 9, 2018
4:00 PM

North St. Paul City Hall – Sandberg Room
2400 Margaret Street

- I. CALL TO ORDER**
- II. ROLL CALL**
 - Robert Dew, Chair
 - Richard McNamara, Treasurer
 - William Fairbanks
 - Tom Schifsky
 - Terry Furlong, Council Representative
 - Mike Kuehn, Council Representative
- III. ADOPT AGENDA**
- IV. CONSENT AGENDA**
 - A. Approve minutes of November 14, 2017 meeting
- V. MEETING OPEN TO PUBLIC**

Note: This is a courtesy extended to persons wishing to address the Authority concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.
- VI. STRATEGIC INITIATIVES & PROJECTS**
 - A. Parks & Rec Committee Downtown Park Proposal Discussion (Presentation Slides Attached)
 - B. Commerce Park
 - a. Letter of Intent-32 unit Assisted Living Project.
 - b. Draft of Developer Agreement Underway
 - C. Anchor Block Prospects
 - D. Old City Hall Site Prospects
 - E. Dave Szczepanski Replacement Recommendations
- VII. TREASURER REPORT**
- VIII. CHAIR REPORT**
- IX. MAYOR REPORT**
- X. REPORTS FROM EDA MEMBERS**
- XI. FUTURE BUSINESS**
- XII. ADJOURNMENT**

Next Meeting: March 13, 2018

**MEETING MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
November 14, 2017
4:00 PM**

North St. Paul City Hall – Sandberg Room
2400 Margaret Street



I. CALL TO ORDER

Treasurer McNamara called the meeting to order at 4:00 pm.

II. ROLL CALL

Present: Tom Schifsky
Terry Furlong, City Council Member
Mike Kuehn, Mayor

Absent: Robert Dew, Chair
William Fairbanks
Dave Szczepanski, Vice-Chair
Richard McNamara, Treasurer

Staff: Paul Ammerman, Community Development Director, Craig Waldron,
Interim City Manager, Debra Gustafson, Strategic Initiatives Director

Others: Joel Schnell, Joel Schnell Photographer, Sarah Zaradka & Larry Amsden,
Parks & Rec Commission

III. ADOPT AGENDA

A quorum was not present, no formal meeting was held

IV. CONSENT AGENDA

A. Approve the May 9, 2017 regular meeting minutes

A quorum was not present, no formal meeting was held

V. MEETING OPEN TO PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

No public was in attendance at this meeting.

VI. STRATEGIC INITIATIVES & PROJECTS

a. NSP Video Update-Joel Schnell-

- i. Joel presented an updated version of the EDA marketing video. Based on comments from the last meeting, the video increased from about 2 minutes to 3 minutes and 40 seconds. Additional time was given to the local business input regarding doing business in North St. Paul. Members

present liked the video and felt the added time improved the content of the overall presentation.

b. Commerce Park:

- i. Land purchase consideration- 32 unit Assisted Living Project. Presented by project sponsors-Brian Wings and Paul Bruggeman, representing the proposed land purchase and development of a 32 unit assisted living /memory care facility. The facility would be called Suite Living Senior Care of North St. Paul. The facility would focus on providing a more intimate setting where residents are encouraged to interact with one another in a homelike environment. Suite Living would employ 25 full-time equivalent positions. A letter of Intent to purchase the city owned 2 acres for \$150,000 was also presented. No additional city incentives was asked for by the potential buyers. EDA members agreed to hold a special EDA meeting in early December 2017 to review all of the potential land buyers and make a formal recommendation to the City Council.

c. Parks & Rec Committee Downtown Park Proposal:

- i. Sarah, Larry and Debra, representing the Park & Rec Committee lead a discussion with the EDA members regarding why the Park Commission would like to start a dialog about a downtown park/play space. They mentioned that recent citizen feedback from the downtown revitalization project and community cafes for the comprehensive plan have resulted in a general desire to see a park apace created I the downtown area. The space could be a repurpose of one of the city-owned properties in downtown. Such a park could offer family friendly reason for people to visit downtown and stay longer. They indicated that where the PRC has invested I other city parks they have seen a large growth I park attendance and usage. The new park would allow the city to create something iconic and uniquely North St. Paul, giving the city a new asset that attracts visitors and shoppers. Although the EDA members generally thought a park was worth pursuing further, they cautioned that added a park space to downtown would also reduce the property that could be developed for income generating commercial purposes. EDA members agreed to continue the park discussion at an upcoming meeting to get input from the entire EDA board.

VII. TREASURER REPORT

- a. No Report

VIII. CHAIR REPORT

- a. No report

IX. MAYOR REPORT

- a. No report

X. REPORTS FROM EDA MEMBERS

- a. No report.

XI. FUTURE BUSINESS

- a. Commerce Park land purchase requests review, with recommendation to City Council
- b. Identify potential EDA member candidates to replace Dave Szczepanski

XII. ADJOURNMENT

There being no further business the meeting was, adjourned at 6:05 pm.

Next regular meeting: January 9, 2018 at 4:00 pm. Special meeting to consider Commerce Park land purchase request in early December 2017

2017 EDA Budget

REVENUES

Item	Description	Amount
Taxes	2017 Levy	140,936
TOTAL REVENUES		140,936

EXPENDITURES

Item	Description	Amount	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	EXP YTD
Personnel		68,352	2,879	4,756	6,807	4,707	4,846	4,707	4,845	4,707	6,807	4,845	4,707	4,734	59,347
Staff Salaries		68,352													
	Exec Dir/Comm Dev Dir		2,879	4,756	6,807	4,707	4,846	4,707	4,845	4,707	6,807	4,845	4,707	4,734	59,347
Professional Fees & Marketing		1,810	504	-	-	-	201	201	-	-	-	242	-	956	2,104
Memberships	EDAM/NSP BA/MSP BIZ Journal	885	504												504
Insurance	LMC EDA BOARD	925					201	201				242		956	1,600
Programs		22,500	-	1,713	-	-	355	802	-	-	2,464	-	-	-	5,334
	Identified Dev Projects	10,000						802							802
	EDA Approved Project Consultants	2,500		460			155								615
	Wayfinding Signage	10,000		1,253			200				2,464				3,917
Supplies		7,700	-	-	11	11	11	-	111	11	-	-	-	11	166
	Office Supplies	500			11	11	11		11	11				11	66
	Training & Travel	4,200							100						100
	Misc	3,000													
City of North St. Paul		10,000	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000
NSP	EDA Supportive Services	10,000												10,000	10,000

TOTAL EXPENSES

TOTAL EXPENSES	110,362
EDA 2017 ENDING CASH BALANCE	30,574

76,951
63,985



**NORTH
ST. PAUL**
extraordinary.

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS A DOWNTOWN NORTH ST. PAUL PARK

ACTIONS TO BE CONSIDERED

To identify two to three parcels located in or in close proximity to Downtown North St. Paul that could potentially be developed into a park and provide authorization for Parks and Recreation Commission to develop draft designs for the identified parcels.

FACTS

- The Downtown Redevelopment Plan identifies the need for an Urban Park in the downtown corridor:
 - *A New Urban Neighborhood Park* This park is intended to be the focus of development in the West End Housing Redevelopment Area. Anticipated to grow incrementally with increased redevelopment, this park is a key amenity feature to attract housing redevelopment in the immediate future. Having a designated recreational space for perspective residents is a key advantage for housing developers. This park, at full build out, is approximately one acre in size and would likely have a small playground, pavilion and picnic area for neighborhood gathering. The park should feel safe and be well lit with pedestrian scaled lighting and numerous pedestrian amenities. Surrounding development should directly face onto the park to create a strong edge and reinforce the space as a public park for all neighborhood residents.
- Additionally, the Parks and Recreation Commission has identified development of a Downtown Park as a key priority.
- Representatives from the Parks and Recreation Commission attended the November 14, 2017 EDA meeting to express their interest in developing a park in downtown North St. Paul and shared with the EDA the attached PowerPoint which provides various ideas for creation of a Downtown Park. At that meeting the EDA requested the Park Commission return with a specific request.
- The Parks and Recreation Commission is requesting the EDA identify two to three parcels located in or in close proximity to Downtown North St. Paul that could potentially be developed into a park.
- Once the parcels are identified the Parks and Recreation would work with playground companies to develop several draft plans for the EDA/City to review.

ATTACHMENTS

Downtown Park PowerPoint



DOWNTOWN PARK

November 14, 2017

Downtown Park Feasibility Discussion



Why, A Downtown Park?

Why the Park Commission would like to start discussions about a downtown park/play space...

- Feedback from downtown revitalization project and most recent community cafes, citizens have brought up the desire for having a park space in downtown
- With several city owned downtown lots vacant we could repurpose some of that space to beautify the downtown corridor
- A downtown play space offers a family friendly reason to visit downtown and stay for longer
- Where we have invested in parks we have seen a large growth in park attendance and usage
- A UNIQUE downtown play place will attract families to the downtown and increase foot traffic day after day
- This new park would allow us the opportunity to make something truly unique, and make our downtown not only stand out but be a reason to visit.



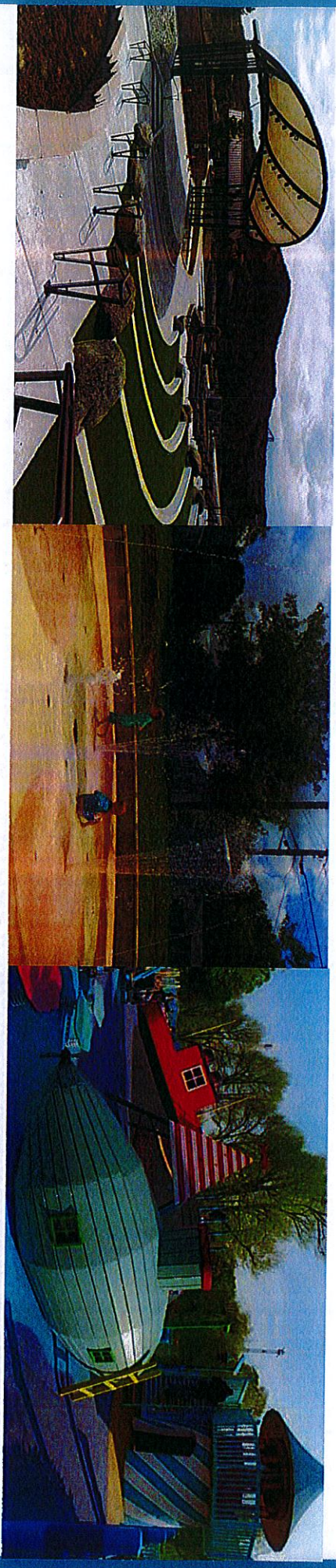
What would the park look like?

Additional city feedback and city commission feedback would need to be heard before we make a definitive pitch but here are some options the Park Commission heard at Community Cafes as a starting point...

- Amphitheater
- Iconic Playground –Themed to set its self apart
- Soft surfacing (no mulch)
- Potential Naming rights of park to large sponsor
- Picnic tables and eating area
- Picnic shelter (rentable)



What would the park look like?



Inspiration for "Themed" Iconic Playgrounds

