



**Economic Development Authority
Regular Meeting Minutes
Tuesday, December 10, 2024
4:00 PM**

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

I. CALL TO ORDER

President Monge called the meeting to order at 4:02 PM.

II. ROLL CALL

EDA Members

John Monge, President/Mayor
Josef Matthews, Vice-President
Terry Furlong, Member
Brandon Bramscher, Member
Peter Gagliardi, Member
Tim Cole, Council Representative

Staff/Ex-Officio Members

Brian Frandle, Executive Director
Riley Grams, Community Development Director
Chris Cherne, EDA Secretary

III. ADOPT AGENDA

President Monge requested a motion to adopt the agenda.
M/Furlong, S/Cole.
Motion carried 6-0.

IV. APPROVAL OF MINUTES

A. Approval of September 10, 2024 Meeting Minutes

President Monge requested a motion to approve the September 10, 2024 meeting minutes.
M/Cole, S/Matthews.
Motion carried 6-0.

V. MEETING OPEN TO THE PUBLIC

No public comments.

VI. EDA DISCUSSION AND ACTION ITEMS

A. Discussion: Economic Development Authority Updates

- **Margaret Street Commons Request for Proposals:** Grams explained the RFP process for the Margaret Street Commons site located across the street from City Hall. Grams spoke with a total of five developers interested in the site. The RFP is open until the end of 2024 and requests a mixed-use development based on the city's interest and zoning. Cole asked for next steps after the RFP closes. Grams stated that staff will review the proposals and provide them to the EDA in a presentation. The EDA would then make a recommendation to City Council of what they would like to move forward with.

- **Update on EDA Façade Program/Downtown Design Manual:** The cost of the Downtown Design Manual will be included in the 2025 EDA budget. More information will be coming to the EDA in early 2025 for consideration.
- **Article No. 7 Update:** The Article No. 7 building is now open. A ribbon cutting ceremony was held on Wednesday, December 4, at 4:30PM. The Developer states that more and more units are being leased each week.
- **Delaware Place Townhomes Update:** Progress is being made each day at the Delaware Place Townhomes site. Most recently, encroachment agreements allowing the placement of private patios into the City Easement have been signed and sent to Ramsey County for recording.
- **CEDA:** Frandle stated that Community and Economic Development Associates (CEDA) is a consultant group who works closely with cities to understand their priorities and help them to actualize goals. Frandle met with a representative of CEDA who toured the city. The representative will put together a high-level report for the EDA and may be invited at a future meeting. Cole stated that he reached out to CEDA a month or so ago and they had a great conversation. As far as the services offered, they can vary from ad hoc up to staffing somebody in city hall five days a week. Cole recommended getting CEDA onto a future EDA meeting agenda, hear what they have to say, and determine the funding moving forward. There is budget already slated for this type of service. Monge asked for clarification on CEDA's scope of work and services they offer. Furlong stated the key is to get them in front of the EDA, understand their findings, and determine if they can do anything to enhance downtown North St. Paul.

B. Approve Update to EDA Bylaws

Grams stated there was a request to update the EDA Bylaws to move meeting frequency from monthly to quarterly. This change would be consistent with what is already outlined in the City Code. The Authority would hold regular meetings on the second Tuesday of March, June, September, and December.

President Monge requested a motion to approve the update to the EDA Bylaws as proposed.
M/Matthews, S/Gagliardi.
Motion carried 6-0.

VII. UPDATES

A. Staff Updates

Frandle stated the Student Built House project is well underway and coming together.

B. EDA Member Updates

Cole asked if there were any updates on posting for consultant recommendations on the League of Minnesota Cities web board. Grams stated that he is in groups with other folks in Community Development who are keeping an eye out and they will send him any information that they see.

Cole asked if there is any update on the overgrowth near the Target parking lot. Frandle stated the City may end up taking care of it and billing the County.

Cole asked about a turn lane coming off northbound McKnight Road N into the south entrance to the Target parking lot. Furlong stated that back when Target was approached, they did not want to do that. However, with Taco Bell being there, it may be worth getting the dialogue going again between the businesses. Monge questioned if there is a need for a turn lane.

VIII. ADJOURNMENT

President Monge requested a motion to adjourn the meeting.
M/Bramscher, S/Gagliardi to adjourn the meeting at 4:33 PM.
Motion carried 6-0.

The next regularly scheduled Economic Development Authority meeting is Tuesday, March 11, 2025 at 4:00 PM.

Members, please notify any planned absences to:

Chris Cherne
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