



**Economic Development Authority
Regular Meeting Minutes
Tuesday, December 9, 2025
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 4:12 PM.

II. ROLL CALL

EDA Members

John Monge, President/Mayor

Josef Matthews, Vice-President

Brandon Bramscher, Treasurer

Andrew Nath, Member

Absent

Peter Gagliardi, Member

Absent

Peter Gogra, Member

Absent

Dave McKenzie, Member/Council Representative

Staff/Ex-Officio Members

Brian Frandle, Executive Director

Ken Roberts, Community Development Director

Chris Cherne, Secretary/Assistant Treasurer

Dan Winek, Finance Director

III. ADOPT AGENDA

President Monge requested a motion to adopt the agenda.

M/McKenzie, S/Matthews.

Motion carried 4-0.

IV. PRESENTATION

A. Recognition and Appreciation to Outgoing Member Andrew Nath

The EDA recognized and thanked Andrew Nath for his 1 year of dedicated service to the EDA.

V. APPROVAL OF MINUTES

A. Approval of September 9, 2025, Meeting Minutes

President Monge requested a motion to approve the September 9, 2025, meeting minutes.

M/McKenzie, S/Matthews.

Motion carried 4-0.

VI. MEETING OPEN TO THE PUBLIC

There were no public comments.

VII. EDA DISCUSSION AND ACTION ITEMS

A. EDA & City Budget Overview

Finance Director Winek presented the 2026 budget and levy overview. It is important the EDA understands what the City is doing and its difficulties and needs. The EDA is looking at maintaining, holding and attracting businesses in the City. Winek stated he wanted to get the EDA's feelings on whether the City is on the right track and can provide any input moving forward.

In the City's general fund, from a revenue standpoint, almost 57.50% comes from property taxes. A little over 21% is intergovernmental- mostly aid from the State of Minnesota. If the State were to cut LGA money, that intergovernmental piece would shrink. Looking at expenditures, personnel costs are 69%. Winek reviewed the 2026-2035 Capital Improvement Plan (CIP). There are still some adjustments to make regarding cash flow issues, but the CIP shows over \$100 million in needs over the course of 10 years. To fund the current CIP and operating budget, the City will have to increase the levy 8-10% each year.

In 2026, the EDA levy will stay at \$200,907. Winek reviewed the 2026 property tax impact. Winek also reviewed the current EDA financial information including the 2026 Preliminary EDA Budget Summary. Winek asked the EDA for their reaction and thoughts on the information.

Matthews stated he appreciates the transparency of the presentation. Matthews indicated there is a lot of maintenance in the City that needs to happen. To have all this planned out is appreciated. McKenzie stated that the proposed levy makes sense. Monge stated 6.5% of the levy is just to do business. What is put on top of that are things the City is trying to do and achieve.

B. Facade Improvement Program Updates & Discussion

Frandle asked what the EDA wants to do moving forward for the Façade Improvement Program. The way the program is set up is for a maximum of \$20,000 reimbursement for eligible projects. There is still a lot of money left for the program; does the EDA want to expand the program? The EDA could expand the eligible projects or eligible properties. The EDA is in a good position for their budget, and that would be good to help the businesses out. McKenzie asked what should be done with the VFW and if there is anything else they could possibly do, such as lighting or a mural. Frandle stated that if there are creative ideas, those are welcome to be presented in front of the EDA.

Matthews stated he would like to see the funds used for building infrastructure. With this program, there would be a return on investment. Matthews recommended speaking about HVAC top units and whether they should be eligible. Bramscher stated the buildings downtown are a part of the city's history and are important. Matthews questioned if there could be a rebate program moving forward. Monge stated this program is a partnership and the City is the utility too, so it wants to encourage insulation and energy saving. Frandle stated the minimum grant allowed could be \$2,500. Frandle stated the EDA can get the word out, get a story in the newsletter, and go to the North St. Paul Area Chamber of Commerce meetings.

VIII. UPDATES

A. Staff Updates

Frandle provided the following updates:

- Pine Tree Center: There are two businesses in the building now. It sounds like the owner may have a gas station lined up to go in there again. It also sounds like there is interest from the owner in beautifying the building a little bit.

- Frandle announced there will be a new EDA member, Cesar Reynoso, who will be at the next EDA meeting.
- Staff have detected the presence of coliform bacteria in the City water system. The water system is currently being chlorinated out of precautionary measures.

B. EDA Member Updates

- There were no EDA member updates.

IX. ADJOURNMENT

President Monge requested a motion to adjourn the meeting.

M/McKenzie, S/Matthews to adjourn the meeting at 5:24 PM.

Motion carried 4-0.

The next regularly scheduled Economic Development Authority meeting is Tuesday, March 10, 2026, at 4:00 PM.

Members, please notify any planned absences to:

Chris Cherne
EDA Secretary
651-747-2440
chris.cherne@northstpaul.org