

**MEETING MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
JANUARY 22, 2019
4:00 PM**

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

I. CALL TO ORDER

The meeting was called to order at 4:00 p.m.
All present recited the Pledge of Allegiance.

II. ROLL CALL

Robert Dew, Chair
Richard McNamara, Treasurer
Tom Schifsky
Don Jensen (via cell phone)
Terry Furlong, Council Representative
Scott Thorsen, Council Representative

Absent: William Fairbanks; Scott Duddeck, Executive Director

Staff/Guest: Mary Mills, Deputy Clerk; Jim Gromberg of WSB and Associates, Inc.

III. ADOPT AGENDA

The agenda was adopted by unanimous consent.

IV. CONSENT AGENDA

A. Minutes of November 19, 2018 meeting

On motion by Rick McNamara, seconded by Tom Schifsky, with all present voting aye, motion carried to adopt the consent agenda consisting of the November 19, 2018 minutes.

Richard McNamara inquired if anyone attend the Livable Communities seminar. Robert Dew will follow up with staff on this.

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.

No public was in attendance at this meeting.

VI. Strategic Initiatives and Projects

A. Election of EDA Officers. Nominations for Chair, Vice Chair and Treasurer were received. There was one nomination for each. The following slate of officers for 2019 was adopted by unanimous consent:

- Chair – Robert Dew
- Vice Chair – Richard McNamara
- Treasurer – Don Jensen

B. 2019 Initiatives

Jim Gromberg of WSB introduced himself. He was present at the request of Scott Duddeck to provide input from the economic development arm of WSB, in particular on the developments coming in the near future and initiatives. Not knowing if the staff position on the /EDA would be replaced, reallocation of the budget dollars will need to reflect something more specific. Further conversation with the City will need to take place. Robert Dew noted that WSB's presence would not be required at all meetings, but on an as-needed basis. McNamara noted that the budget would need to be reviewed and reallocate money for certain projects.

- **Develop/Execute Business Retention Program**
The BRE will be re-implemented this spring. This topic will be brought back to the next EDA meeting. Staff is asked to provide a brief on the process of new or expanding businesses. There was discussion on how the EDA can add value to new business owners coming in. Perhaps they can be a step in the process to make the overall access for new businesses easier and more efficient by reviewing and commenting on proposed plans.
- **Research any potential grant options to help facilitate development/re-development**
Staff is looking at two potential grant opportunities for the new development projects slated for Margaret Street and 7th Avenue/Margaret Street. Gromberg noted that as a community North St Paul has been very successful at getting grant funding.
- **Connect with Target Real Estate on empty parcel plan**
This item was tabled to the next meeting.
- **Explore brewery/tap room opportunities within the City**
Terry Furlong noted that the city should look to the City of Duluth for potential companies. We have the perfect two things needed for successful breweries and those are our own water and electric utilities. Gromberg also referenced Brian Hanson of APEX. Mayor and staff will consider how to pursue and discuss next meeting.
- **Revisit and potential refresh the Buxton Retail report**
Unanimous consensus was given to not renew business dealings with Buxton.
- **Revisit past completed studies and decide on refresh**
This item was tabled to the next meeting.
- **Consideration of approaching venture capital firms to create incubator program(s)**
This item will be revisited at the next meeting. Staff will contact former intern Rick Seaberg for his research and input.

C. EDA Equity Capital Enhancement Strategy

Staff will contact former intern Rick Seaberg for his research and input.

D. Thor living project

This Margaret Street Development is still in process. Thor Living is no longer the developer however. At the February 5, 2019 council meeting a new letter of understanding will be presented for approval naming Coalition Development LLC/Rachel Development, Inc. as the new development company.

At 5:06 p.m. Don Jensen exited the meeting.

E. Anchor Block property – Development updates.

M/I Homes is constructing the McKnight Townhomes project on the south side of the Anchor Block property. The north side is still under discussion with Trident.

F. Old City Hall Site

There is a letter of understanding with Amcon/North St. Paul Land Development to build a multi-level housing complex that also contains first floor retail on this property. Staff was asked to forward the renderings of that site to the EDA.

G. Polar Plaza expansion

This item was tabled to a future meeting.

VII. Budget Review

A. Earmark 2019 commitments – ongoing conversation

B. Treasurer report was presented by Richard McNamara

Robert Dew noted that he would meet with Scott Duddeck and Finance Director Jeanne Day to get full details for the next meeting on the EDA budget and levy. The EDA needs to focus on certain projects and be effective with its spending.

Richard McNamara exited the meeting at 5:20p.m.

VIII. Chair Report – there was no report.

IX. Mayor Report

Mayor Furlong stated that there was a possibility of a coffee shop in the Margaret Street development project. The city needs marketing tools, additional collateral for EDA, a real restaurant.

X. Reports from EDA Members

Scott Thorsen noted that Kokoro Volleyball is interested in purchasing the Community Center. This would put the property back on the property tax roll, as well build an even stronger partnership with the city and bring in business to the community. Staff will research the previous appraisal done on the property. The EDA could make a recommendation on the disposition of the Community Center.

XI. Future Business

Mayor Furlong will check with MnDOT on its plans for Highway 36 and 120 intersection. Having no plans for this intersection is a serious detractor to development.

XII. Adjourn

By unanimous consent the meeting was adjourned at 5:50 p.m.

The next regular EDA meeting is scheduled for March 12, 2019 at 4:00 p.m.