

**Proposed MEETING MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
MARCH 12, 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, Vice Chair
Tom Schifsky
Don Jensen, Treasurer
Terry Furlong, Council Representative
Scott Thorsen, Council Representative
Scott Duddeck, Executive Director

Absent: William Fairbanks

Staff/Guest: Mary Mills, Deputy Clerk; Brett Garry, Garry Insurance Center

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 January 22, 2019 minutes.

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. 2019 Initiatives

- i. Develop/Execute Business Retention Program. Scott Duddeck introduced Brett Garry who will be joining the EDA meetings on a regular basis. He is the new president of the Business Association. Duddeck noted that it would be beneficial to form a partnership between the City and the Business Association. The process for new businesses coming into the city needs to be streamlined. There was discussion related to what does the EDA want from these visits and who should they visit. How can they track a new business

coming in. Rich McNamara stated he has a list of questions he can send out. Duddeck stated they can begin with the Fire Department list for contacts. Perhaps identify six to 12 businesses to reach out to over the summer. Duddeck would like to implement a program that reaches out to new businesses and spotlights them.

- ii. Connect with Target Real Estate on empty parcel plan. Rich McNamara will reach out to Target to have discussion related to consolidation of parcels for future development. Duddeck will reach out to the MAAA and Valvoline. The EDA will send a note to Mueller Mortuary regarding code enforcement issues on their property.
- iii. Explore brewery/tap room opportunities within the City. This item was tabled.
- iv. Revisit past completed studies and decide on refresh. This item was closed. All incoming housing and marketing studies show that the city can withstand the number of proposed units coming in and still have a cushion for more. Dew noted that the members should familiarize themselves with the Master Downtown Plan on the city website.
- v. Consideration of approaching venture capital firms to create incubator program(s) This item will be revisited at the next meeting. Staff contacted former intern Rick Seaberg for his research and input. Information from Rick was emailed to Robert Dew for review.

B. EDA Equity Capital Enhancement Strategy

Staff contacted former intern Rick Seaberg for his research and input. Information was emailed to Robert Dew for review.

C. Anchor Block property – Development updates.

M/I Homes is constructing the McKnight Townhomes project on the south side of the Anchor Block property. M/I Homes plan to build a model home and have it open in August prior to the start of Parade of Homes.

The north side is still under discussion with Trident, Kwik Trip, and EZ Storage. They are all independent land owners. Ramsey County has given a preliminary approval for the city to upgrade the area of McKnight Road and Anchor Block to install a traffic signal. The City would need to pay for the improvements. There was discussion about the EDA's role in acting as a potential developer. The EDA has bonding authority and could act as a tool for the City Council.

D. Polar Plaza expansion.

Duddeck indicated that there will be a Twin Cities Pawn Shop opening up in the Polar Plaza.

Don Jensen left the meeting from 5:32 to 5:35 p.m.

There was discussion related to the Margaret Street Development. This item is slated to be in front of the Planning Commission and City Council in May. The EDA can write a letter of support and review plans.

E. Cross Roads Contract.

Dew noted that the contract with Cross Roads to market city owned properties expired in May of 2018. With the resignation of the former Director this item is not being managed. Dew will approach Cross Roads to advise them the EDA wishes to cancel the contract and reach an agreement on the parcels sold by the City. At the time of the sale the EDA was unaware of the activity and current development agreement related to Margaret Street, and this parcel had been on the MLS through the broker associated with Cross Roads.

Richard McNamara exited the meeting at 5:30 p.m.

VII. Treasurer Report

The budget for the EDA needs to be able to account for 2018 expenditures. A large percent of the levy went to staff costs. The City Finance memo indicated that the levy dollars are a “use it or lose it” scenario. Staff will review this.

VIII. Chair Report – there was no report.

IX. Mayor Report – there was no report.

X. Reports from EDA Members

Duddeck stated there was a new business in the old Gervais building called S&L Beauty.

Jensen indicated that the old Animal Hospital building is for sale and the price has been dropping. He inquired about the Lillie News building. Owners need to bring it forward.

Thorsen inquired about the Kokoro Volley Ball purchase of the Community Center. Duddeck stated that there is ongoing discussion. Ramsey County Library would consider moving to a new location. A new appraisal needs to be completed.

Action Item: Robert Dew presented a request from Rich McNamara to change the start time of the EDA meetings permanently from 4:00 p.m. to 3:30 p.m. By unanimous consent the change was approved. Staff will update the website so that the public is aware of the new start time.

XI. Future Business – no new items were added.

XII. Adjourn

By unanimous consent the meeting was adjourned at 6:20 p.m.

The next regular EDA meeting is scheduled for May 14, 2019 at 3:30 p.m.