

**Proposed MEETING MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
MAY 14, 2019
3:30 PM**

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

I. CALL TO ORDER

The meeting was called to order at 3:30 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: Olivia Boerschinger, Deputy Clerk; Brett Garry, Garry Insurance Center

III. ADOPT AGENDA

The agenda was adopted by unanimous consent.

IV. CONSENT AGENDA

A. Minutes of March 12, 2019 meeting

On motion by Rick McNamara, seconded by Scott Thorsen, with all present voting aye, motion carried to adopt the consent agenda consisting of the March 12, 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. Duddeck, Garry, and Mayor Furlong will meet regarding the Business Retention Program. Chair Dew recommended having agenda for meetings, business list provided, and having a fixed set of questions for each meeting. Follow up with Mary Mills on the progress of what was pulled from previous meeting and update/amend them. Duddeck recommended starting earlier and having others contribute to questions and content. Chair Dew suggested selecting top three businesses to recap at

the July meeting. Circulate BRP agenda to EDA, treated as consent, with members able to provide comments as necessary to the questionnaire. The committee/group can take questionnaire and start business meetings prior to next EDA meeting.

Duddeck asked about the process of reaching businesses. Chair Dew recommended always going out in pairs, specifically having an elected official or representative along with others. Mayor Furlong recommended having himself or Duddeck with an EDA member. Staff will coordinate visits and have at least two members attending.

The goal is to connect with businesses to hear needs or to be able to connect them with other businesses that may be able to help them reach their goals. Businesses to reach:

Twin Cities Adult Daycare, BF Yang/Moe's Tropical Fruit, Chef Shawn (small test kitchen), Lash Haven, Bigley's Auto Body Repair, Window World, Century Auto, Short Stop gas station, Oil Can (held by Valvoline), K&J, La Garage and Gallery Dell, Tracy Luther, Antique Mall, Burwald, Reflex Medical, American Legion and VFW, Servicemaster building (Metro Import Auto), Polar Ridge, Helen & 7th, Center for Aging, North St. Paul Animal Hospital and new tenant

- ii. Connect with Target Real Estate on empty parcel plan. No Target Real Estate update. Chair Dew inquired what can be done to handle the uncompleted demo and blight, and when the City begins to take action.
- iii. Explore brewery/tap room opportunities within the City. Mayor Furlong stated brewery meetings have been very positive. Inquired about City and EDA role in offering incentives to potential new businesses. Duddeck mentioned EDA utilities credit as an offer. Mayor Furlong mentioned City bonding/low-interest loan. Mayor Furlong suggested City Manager Duddeck could contact other City Administrators to see other incentives being offered. No action at this time.
- iv. Consideration of approaching venture capital firms to create incubator program(s). McNamara and Duddeck recommend removing from 2019 initiatives.

B. EDA Equity Capital Enhancement Strategy – there was no report

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.

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. Duddeck presented M/I Homes traffic rendering indicating where the traffic light would be, along with a PowerPoint from Baker Tilly who is working closely on the TIF district and financing. The City would act somewhat as a developer to create a soil district.

The north side development has been confirmed with Kwik Trip and EZ Storage. Storage was predicated on traffic signal. Borings happening now, and included where apartments would be. Duddeck also provided updates on M/I Homes site, addresses, and street names. The first model homes are aiming to be open for Parade of Homes in September.

- VII.** Treasurer Report – there was no report
- VIII.** Chair Report – Chair Dew stated a conversation with Cornerstone – representative of City lots, regarding their role in marketing and sales of lots. Chair motioned, referencing preference from Duddeck, to cancel agreement from existing PID and cancel purchase/listing agreement. Passed with unanimous consent.
- IX.** Mayor Report – there was no report.
- X.** Reports from EDA Members – Duddeck provided update regarding development site across from City Hall. Also reported that the boring at Old City Hall found oil and that tank could still be in the ground. Building with Animal Hospital has sold will update with new tenant information as we know more.
- Thorsen will invite Ling Becker to July EDA meeting. Ling is Vadnais Heights EDA member and works for Ramsey County.
- XI.** Future Business – no new items were added.
- XII.** Adjourn

By unanimous consent the meeting was adjourned at 5:40 p.m.

The next regular EDA meeting is scheduled for July 9, 2019 at 3:30 p.m.