

**CITY OF NORTH ST PAUL
ECONOMIC & DEVELOPMENT AUTHORITY
MEETING MINUTES**

June 22, 2021

3:00 p.m.

The June, 22 2021 meeting was held in the Sandberg Room at City Hall and via Zoom, and complied with all requirements of Minnesota State Statute 13D.021.

I. CALL TO ORDER

Chair Robert Dew called the meeting to order at 3:00 p.m.

II. ROLL CALL

Robert Dew, Chair
Kevin Fuller, Vice Chair - excused
Don Jensen, Treasurer
Tom Schifsky, Commissioner
Archie Vickerman, Commissioner
Terry Furlong, Mayor
Brett Garry, Business Association Representative – absent

Staff: Kari Erpenbach/Lisa Ritchie

III. ADOPT AGENDA

Agenda Adopted

IV. CONSENT AGENDA

Meeting minutes from the April 13 meeting approved.

V. MEETING OPEN TO THE PUBLIC

No members of the public

VI. AUTHORITY BUSINESS AND ACTION ITEMS

A. General EDA Discussion

Chair Dew recognized the departure of City Manager Scott Duddeck and noted all of the work he accomplished for the EDA during his time with the City. He also noted that Council member Scott Thorsen has resigned from the EDA. Mayor Terry Furlong said a new council representative would be appointed soon.

Chair Robert Dew discussed the need for the EDA to have additional staff support to support the EDA, development in the City, business retention, and grant writing for future projects.

The EDA discussed how an EDA position was handled in the past and the challenges faced when an employee is tasked with both EDA and City responsibilities. Dew noted that the EDA has enough in their budget to hire a fulltime staff member dedicated to this work. Dew requested staff research the job descriptions of the previous staffers who held this position. The EDA needs of the City are different than the past and they are always evolving.

Chair Dew mentioned the challenges of retaining businesses, developing the current infill sites and the ongoing work facing the EDA and the City.

B. Business Visits

Mayor Furlong reported that he and Archie Vickerman had visited several businesses along 7th Ave. They were well received by the business owners and they hope to schedule more in the future. Mayor Furlong will notify members of future dates so others can join future business visits.

C. City Parking Lot

EDA members discussed the parking challenges the City will soon face as the new apartment/mixed use development is complete and more people visit the downtown. The current City-owned lot behind the former K&J Catering is in disrepair and needs to be replaced. The Authority discussed options to improve the lot and lighting in the area.

EDA members requested staff look into conceptual plans and estimates to upgrade the parking lot. Interim City Manager Brian Frandle stated that our Municipal Power Company could install an electric car-charging station in the lot for not additional cost to the City.

According to information shared from the City Engineer a similar lot in another City came in at an estimated cost of \$900,000.

Mayor Furlong mentioned the federal funds the City is expected to receive as a potential funding source. Chair Dew will draft a memo to Council to emphasize the need for improved parking in the downtown area.

D. Commercial Property for Sale/Sold

The Lillie Building is back on the market after a recent sales agreement fell through.

EDA members also mentioned the undeveloped property along McKnight Road and the challenges faced when private property is not maintained to look attractive to potential developers. There is pending litigation with the property owners at this time.

The redemption date on 2564 7th Ave. is approaching. The EDA is looking for concept plans and estimates for the building's removal at a future date.

The City is working with the Community Center on their leases and the pending property taxes due to the tenant's for-profit status. City legal is working on the agreement. The EDA would like to see a Community Center committee formed to address the building's future use.

Rotary Park is interested in installing a monument sign. Lisa Ritchie updated the Authority on the City's current way-finding plans. Mayor Furlong discussed the importance of welcoming the thousands of people who use the Gateway Trail to visit our downtown.

E. Development Updates

The Downtown Street Improvement project is progressing nicely, Sidewalk installation is almost complete and streetscape work will begin next. Chair Dew requested more information on the City's plans to include tables, chairs, and planters in the area. The EDA discussed who would cover the expenses. Mayor Furlong asked staff to look into the Façade Improvement Grants that were previously available to see if some of the downtown businesses might be interested in upgrading their buildings after the new construction.

Kwik Trip construction is currently underway.

The new Anchor View Apartment project is advancing and M&I Townhomes are finishing the rest of their units.

There are several new townhomes and three single-family homes currently under construction off 7th St. and along 6th St.

F. CivicClerk Update

Kari Erpenbach updated the EDA on the City's new meeting management software CivicClerk. An email was sent to all commissioners with information on how to set up their accounts. The new tool will help staff improve meeting packets and help commissioners better prepare for meetings.

G. Seppala Blvd. Vision

The EDA briefly discussed Seppala Blvd and how it could connect the City to the Gateway Trail. The Authority also noted that the public parking lot along Seppala needs to also be upgraded.

H. Restaurant Incentive

Mayor Furlong informed the EDA that a potential restaurant is in final negotiations with the Sentinel Residence. The new restaurant owner is a graduate of North St. Paul High School and still has family in town. He is excited to expand his business in our community and is looking forward to naming and decorating his new business with a historic North St. Paul look and feel.

The new restaurant has requested City support to move their business. Mayor Furlong stated they are currently working on a report to outline their goals for job creation and to protect the City's investment.

Chair Dew made a motion to provide the new restaurant with \$125,00 in city incentives. The motion was Seconded by Archie Vickerman. All present voted aye.

VII. EXECUTIVE DIRECTOR REPORT

Chair Dew reminded the EDA members of the joint meeting with the Planning Commission on Thursday, July 15 at 6:30 p.m.

VIII. TREASURER REPORT

No report was given

IX. CHAIR REPORT

No report was given

X. MAYOR REPORT

No report was given

XI. REPORTS FROM EDA MEMBERS

No report was given

XII. FUTURE BUSINESS

No report was given

XIII. ADJOURN

The meeting adjourned at 4:45 p.m.

There is a special meeting (joint between EDA and Planning commissions) scheduled for July 15 at 6:30 p.m.

The next EDA meeting is scheduled for July 13 2021 at 3:00 p.m.