

**MEETING MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
March 13, 2018
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 pm.

II. ROLL CALL

Present: Robert Dew, Chair
Tom Schifsky
Terry Furlong, City Council Member
Mike Kuehn, Mayor
William Fairbanks

Absent: Richard McNamara, Treasurer

Staff: Paul Ammerman, Community Development Director, Craig Waldron,
Interim City Manager

Others: None

III. ADOPT AGENDA

On motion by Terry Furlong, seconded by William Fairbanks, with all present voting aye, motion carried to adopt the agenda.

IV. CONSENT AGENDA

A. Approve the January 9, 2017 meeting regular meeting minutes
On a motion by Tom Schifsky, seconded by Terry Furlong, with all present voting aye, the motion carried to approve the January 9, 2018 minutes.

V. MEETING OPEN TO PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission 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 & PROJECTS

- A. Comprehensive Plan-Economic Development Chapter Review.
 - a. Time to review the draft ED Comp Plan chapter ran short. Members generally thought it covered the key areas well. Having a housing reinvestment goal that deals with low-end housing stock needs a comprehensive program to maintain the city's quality housing stock. Members were going to submit additional comments via email to staff.
- B. Development Process Review-Proposed changes.

- a. EDA Members were in agreement that in general streamlining the development review process is a good thing and would better position NSP for future business investments. However, they were not in favor of having the CC be the authority's board. Chair Dew questioned if elected officials really would want to be the EDA and lead those efforts. He stated that private business representatives are better positioned to deal with development issues. Dew said that the EDA has not historically delayed projects and that economic development is a 10-15 year process in order to raise the necessary funds and attract new investment into the community. He mentioned the original goal of the EDA was it would take several years before the EDA had the resources to actually do deals. The Mayor said he liked the current EDA form, with more outside focus. Having business representatives brings more people that are "in the know" to the table and able to think outside the box. The members thought it would be worth the EDA pursuing a closer tie to the HRA, since housing (re)investment is critical to the long-term vitality of NSP. It would be worth the EDA exploring the combination of the EDA and HRA in some form in the future.
- C. Commerce Park
- a. Letter of Intent Signed; 32-unit Assisted Living Project.
 - b. Soil Conditions Issues
 - i. Developer's due diligence on the property revealed the existing soil conditions are not suitable for supporting their proposed structure. Further soil correction work will need to be done. The cost of that work is estimated to be in the \$120-\$140,000 range. Developer proposed a cost sharing plan to correct the soil problems. City would fund the first \$140,000, developer the next \$20,000, and both parties sharing the cost over \$160,000. EDA members agree to city funding up to \$140,000, but recommended capping the city's exposure at that amount. If additional funds are needed, the developer would need to request funds, with justification, at a later date.
 - c. Planning Commission & City Council Action
 - i. The Planning Commission has conditionally approved the project. The City Council will be taking formal action on the proposal at their March 20th meeting. They will also review the soil correction funding request.
- D. Anchor Block Prospects
- a. Letter of Intent signed between the property owner and Inland Development Partners. Currently working on a Purchase Agreement.
 - b. Concept Plans for the North & South Parcels
 - i. Current concept plans for the property indicate 108 row townhomes on the south parcel and a mixed-use (light industrial, commercial) on the north parcel.
- E. Old City Hall Site Development-EDA Project Discussion
- a. Members discussed how the EDA might be involved in supporting a development project on the old City Hall site. Potential ideas included assisting with the financing, working to assemble adjacent properties, developing an RFP to outline development objectives and solicit developers, becoming a project partner/owner.

- F. Dave Szczepanski Replacement Recommendations
 - a. Don Jensen has been contacted and confirmed is interest in the position, Staff will contact Rich to determine if Tanya Bell is interested in serving on the EDA. Interested person(s) will be invited to the May 8th meeting for final review.

VII. TREASURER REPORT

- A. No Report

VIII. CHAIR REPORT

- A. Chair Dew recommended the EDA develop a systematic method of identifying, and potentially acquiring, underutilized city properties that have redevelopment potential. An example would be the properties along the south side of the Anchor Block site.
- B. Include on future EDA agendas a review of existing land purchase opportunities that are on the market.
- C. Have an EDA member attend a future HRA meeting, or have a joint EDA/HRA meeting, to better coordinate activities going forward.

IX. MAYOR REPORT

- A. One on the owners of Sidewinder's Bar has recently passed away. How that might impact the future of the business is currently unclear.
- B. The City Council plans to extend the interim city manager position to Craig for an additional two years.

X. REPORTS FROM EDA MEMBERS

- A. Terry F. recommended that a NSP Business Association member be added as a liaison to the EDA. It was noted that Tom Schifsky is an active member and could serve that role.

XI. FUTURE BUSINESS

- A. Redevelopment Sites on the market currently for review of development potential
- B. New EDA member nominations introduction(s)

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:03 pm.

Next regular meeting: May 8, 2018 at 4:00 pm.