

# City of South St. Paul

## Economic Development Authority Agenda

Monday, April 4, 2016  
following City Council Meeting  
Council Chambers

**1. CALL TO ORDER:**

**2. ROLL CALL:**

**3. AGENDA:**

*A. Approval of Agenda*

*Action – Motion to Approve*

*Action – Motion to Approve as Amended*

**4. CONSENT AGENDA:**

*All items listed on the Consent Agenda are items, which are considered to be routine by the Economic Development Authority and will be approved by one motion. There will be no separate discussion of these items unless a Commissioner or citizen so requests, in which event the item will be removed from the consent agenda and considered at the end of the Consent Agenda.*

A. EDA Minutes of March 7, 2016

**5. PUBLIC HEARINGS:**

**6. GENERAL BUSINESS:**

A. Approval of Bid and Award Contract for Exterior Sealant Project at Nan McKay Highrise

B. Approval to Write off Interest and Partial Principal for Rehab Loan Payoff

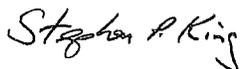
C. Review Discussion with CDA regarding Lots on Thompson Avenue (no attachment)

D. Discuss New Meeting Time for EDA Board (no attachment)

E. Scheduling of Economic Development Advisory Commission Meeting (no attachment)

**7. ADJOURNMENT:**

Respectfully Submitted,



Stephen P. King, EDA Executive Director

MINUTES OF THE ECONOMIC DEVELOPMENT AUTHORITY  
CITY OF SOUTH ST. PAUL  
DAKOTA COUNTY, MINNESOTA

Regular Meeting  
March 7, 2016  
City of South St. Paul, Council Chambers

---

**1. CALL TO ORDER**

Chair Beth Baumann called the meeting to order at 8:09 p.m.

**2. ROLL CALL**

*Members Present:* Chair Baumann and Commissioners Flatley, Hansen, Niederkorn, Podgorski, Rothecker, Seaberg

*Members Absent:* None

*Staff Present:* EDA Executive Director, Stephen King, Christy Wilcox, Secretary City Attorney, Bridget Mason

**3. AGENDA**

Motion/Second: Commissioner Seaberg moved and Commissioner Flatley seconded the approval of the agenda.

Motion carried        7 ayes/0 nays

**4. CONSENT AGENDA**

Motion/Second: Commissioner Niederkorn and Commissioner Hansen seconded the approval of the consent agenda.

A. EDA Minutes of February 16, 2016

Motion carried        7 ayes/0 nays

**5. PUBLIC HEARINGS**

There were no public hearings.

**6. GENERAL BUSINESS**

- A. Motion/Seconded: Commissioner Podgorski moved and Commissioner Hansen seconded the motion to approve the amended assignment of development contract from SSP Homes to Mitchell and Kayla Milner regarding 119 19<sup>th</sup> Avenue South.

Motion carried 7 ayes/0 nays

- B. Steve King gave a status report regarding the property at 131 7<sup>th</sup> Avenue North and an update on the reorganization of the Housing Divisions.

**7. ADJOURNMENT**

Motion/Second: Commissioner Hansen moved and Commissioner Podgorski seconded the motion to adjourn the meeting at 8:49 p.m.

Approved: \_\_\_\_\_

\_\_\_\_\_  
Christy Wilcox, Secretary



**EDA Agenda Item Report**

Date April 4, 2016

6-A

EDA Executive Director: SPK

**Agenda Item: Approval of Bid and Award Contract for Exterior Sealant Project at Nan McKay Highrise**

**Action to be considered:**

Motion to approve bid and award contract to RAM Construction Services of MN, LLC

**Overview:**

We publically bid out the exterior sealant and joint caulking project at the Nan McKay Highrise. Bids were opened on March 24, 2016. The east and west ends of the building have experienced water infiltration into the facility over the past six months. The sealing of the exterior concrete and caulking of joints on both ends will correct this problem.

The following bids were received:

RAM Construction Services of MN, LLC Little Canada, MN	\$149,939
A.J. Spanjers Company, Inc. Minneapolis, MN	\$239,019

The estimate was \$180,000.

The low bidder is RAM Construction. RAM is well qualified to perform the work. They worked on a project at the John Carroll Highrise in 2012 as well as having experience working on other highrise buildings.

**Funding Sources and other fiscal considerations:**

The project will be funded from the 2016 Capital Fund grant recently approved by HUD.



**EDA Agenda Item Report**

Date April 4, 2016

6-B

EDA Executive Director: SPK

**Agenda Item: Approval to Write off Interest and Partial Principal for Rehab Loan Payoff**

**Action to be considered:**

Motion to approve interest write-off of \$13,250 and principle write-off of \$5,000 on an HRA Rehab Loan

**Overview:**

The owner of 149 – 11<sup>th</sup> Avenue North has received an offer of \$138,000 to sell his home. After paying the settlement expenses including the first mortgage payoff of \$102,000, the owner will have approximately \$20,000 remaining to satisfy the HRA rehab loan of \$38,250 (principal of \$25,000/interest of \$13,250).

In 2007, the rehab loan interest rate was 6%. In 2014, we changed the rate on future loans to 0%. The CDA, current administrator of the rehab program, has a 0% rate.

If the owner cannot sell his home, he will let it go to foreclosure and we will not collect any funds. The closing is scheduled for May 4, 2016.

**Funding Sources and other fiscal considerations:** N/A