

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

**Regular Meeting
October 24, 2016
City of South St. Paul, Training Room**

1. CALL TO ORDER

Chair Beth Baumann called the meeting to order at 6:30 p.m.

2. ROLL CALL

Members Present: Chair Baumann, Commissioners Flatley, Podgorski, Seaberg, Rothecker. Commissioners Niederkorn and Hansen arrived at 6:35 p.m.

Staff Present: City Administrator Stephen King, EDA Executive Director Ryan Garcia, Legal Counsel Bridget Nason and Edie Kleinboehl

3. AGENDA

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

Motion carried 5 ayes/0 nays

4. CONSENT AGENDA

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

A. EDA Minutes of October 10, 2016

Motion carried 5 ayes/0 nays

5. PUBLIC HEARINGS

There were none.

6. GENERAL BUSINESS

A. DRAFT Tax Increment Financing Policy

Mr. Garcia continued the presentation and discussion ensued on the draft TIF Policy. The following selection components were discussed:

- Basic Provisions of TIF application
- Eligible/Ineligible Uses
- Financial Criteria of Applicant

Discussion ensued. It was noted the importance of having a foundation whereby projects can be ranked noting the burden is on the developer to demonstrate a need.

Further discussion on the matter is required.

B. EDA Meeting Schedule & Location Discussion

Chair Baumann discussed the need to allocate additional time for EDA meetings to complete business and polled the Commissioners on their availability other nights of the week. Due to scheduling conflicts it was the consensus the EDA meetings remain on the 2nd and 4th Monday at 6:30; however, change the start time of the Council Worksession from 7:00 p.m. to 7:30 p.m. in order to allow one hour for EDA business.

C. Executive Director's Report

Mr. Garcia reported on the following development activities:

- The SSP/IGH broker tour is scheduled for October 26th from 4:00-6:00 p.m. The tour will take a different approach this year focusing on community amenities. South St. Paul stops include Doug Woog arena and Kwik Trip.
- A Phase II environmental assessment is underway at 900/920 Southview Blvd. MidWest One's preliminary site plan depicts a 6,000 s.f. building footprint with a drive-thru for bank patrons. Project components being addressed are vacating the north/south alleyway and working with Xcel to underground the utilities, as well as the need to remove and/or relocate fences and a retaining wall on the north property line of 900 Southview.
- Results of the Phase I at 600 Verderosa indicated a substantial amount of construction debris. A DEED grant may be an option to assist with costs associated with material handling.
- The EDAB met on October 18th to discuss formulating an economic development strategy. Session topics included: short-term and long-term trends in employment, housing, population, and industry mix as well as discussion about the City's strengths, opportunities, challenges, threats, and weaknesses as related to development. An evening session is scheduled for Thursday, October 27th at 6:00 p.m. for those unable to attend the earlier session.
- Evergreen Consulting has been enlisted to assist with relocation assistance available to the dislocated tenants of 820 Southview Blvd.

- EPA Brownfield grant applications are due December 20th. The application will require formal approval of the Council.

ADJOURNMENT

Motion/Second: Commissioner Seaberg moved and Commissioner Niederkorn seconded the motion to adjourn the meeting at 7:34 p.m.

Approved: _____

Edie Kleinboehl, Secretary