ECONOMIC DEVELOPMENT AUTHORITY OF ST. PAUL PARK

ST. PAUL PARK, MINNESOTA 55071

EDA MEETING—April 21, 2025

AGENDA:

6:15 p.m. OPEN MEETING:

Item 1 6:15 p.m. MINUTES:

A. Approve September 16, 2024 minutes

Item 2 6:15 p.m. NEW BUSINESS:

A. Election of Officers

- President—Franke
- Vice President—Conrad
- Treasurer—Swenson
- Assistant Treasurer—Boettcher
- Secretary—Walsh
- Assistant Secretary—Truhlar

B. Designate Legal Newspaper

- Pioneer Press

C. Approve Broadway Progress Program Application

D. Discuss Connect Magazine Mailing

E. Discus Enabling Resolution

- Modifications, if any. Submit report to Council 60 days prior to anniversary date.

Item 3 6:25 p.m. OTHER REPORTS:

Adjourn

COUNCIL MEETING AT 6:30 P.M.

PROPOSED MINUTES

CITY OF ST. PAUL PARK
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
September 16, 2024

Meeting called to order at 6:20 p.m. Present: Acting President Franke, Commissioners Conrad, Swenson, Whitbred-Hemmingson, and Zenner. Also present: Executive Director Walsh.

MINUTES:
Motion by Commissioner Swenson, second by Commissioner Conrad to approve the minutes of the July 15, 2024 regular meeting—waive reading of same. Motion carried 5-0.

ITEMS FROM THE PUBLIC:
There were no items from the public.

NEW BUSINESS:

A. Approve Broadway Progress Program Application

Motion by Commissioner Zenner, second by Commissioner Cnorad to approve the Broadway Progress Program Application from the American Legion. Motion carried 5-0.

Meeting adjourned 6:23 p.m.

Respectfully submitted,
Amy Truhlar, Assistant Secretary

BROADWAY PROGRESS PROGRAM

Applicant Information

Business Name: Frankes Bar

Owner (s) Names: Keith Franke

Mailing Address: 618 3rd St

City: St. Paul Park State: MN Zip: 55071

Phone No: 651-238-2920 Email:

Type of Business: Bar

Number of Full-time equivalent employees: 4

Years in Current Location: 20 yrs Lease Expiration:

Property Owner: (if different from above)

Property Address: (if different from above) 304 Broadway Ave. SPP 55071

Are you an employee of the City of St. Paul Park, or an immediate family member of an employee of the City of St. Paul Park? __Yes X No

Please give us a brief background and description of your business:

Bar

Project Description (Please describe your proposed project)

Remove Old Broken Mural
Add New Siding

(Please include pictures of the property, as well as drawings/renderings of the proposed improvements)

Project Budget

Activity	Cost of Materials	Cost of Labor	Total Cost
SAME AS ABOVE			$4300.00
Total Project Cost			

(You may attach a copy of your proposed budget to the application, but please be sure to break out materials and labor costs)

Project Completion Date: 2-25-25 Grant Amount Requested: 2150.00

The maximum amount of grant funds awarded to any project is up to 50% of the total project cost, with a total cap of $2,500. Funds disbursed are on actual project costs.

Addendums

- Current photos of the applicant property
- Drawings/renderings of the proposed improvements
- Bids/estimates for work to be completed

Certification

I hereby certify that the statements contained herein are true and correct. I understand that if I knowingly make any false statements herein, I am subject to any other remedy prescribed by law.

Signature

3-12-25
Date

Invoice

Date: February 25, 2025

Invoice #: INV-00027

Bill To:

Keith Franke
Frankes Corner Bar
304 Broadway Ave.
St. Paul Park, MN 55071
651-238-2920

Description	Total
Tear out and replace old siding	4,300.00
Paid in full on 11/26/24	

Total $ 4,300.00

Make all checks payable to Schultz Enterprises LLC

Thank you for your business!

Should you have any inquiries concerning this invoice, please contact Logan Schultz on 952-428-8263

1448 Ashland Ave., St. Paul Park, MN. 55071
Tel: 952-428-8263 E-mail: schultzenterprisesmn@gmail.com

BROADWAY PROGRESS PROGRAM

Overview

The Broadway Progress Program is designed to assist new and existing business owners with the improvement of commercial zoned properties located on Broadway Avenue in the City of St. Paul Park. The intent of this program is to:

- Improve commercial properties in the community.
- Promote the redevelopment of outdated, obsolete, and underutilized buildings so they can be brought back to productive use.
- Facilitate the reduction in vacancy, and an increase in property values among commercial properties.
- Allow businesses to successfully respond to the COVID-19 pandemic.

Availability of funds is on a first-come, first-served basis. Applications may be submitted at any time during the year, as long as funds are available. Applications will be reviewed first by St. Paul Park's Economic Development Authority for completeness and eligibility.

Use of Funds

Funds obtained through the Broadway Progress Program may be used for improvements made to existing stand-alone commercial buildings as well as multi-unit commercial buildings. No property that the Building Official determines to be dilapidated may be rehabilitated through this program.

Eligible uses of funds include:

- Awnings
- Exterior painting
- Permanent exterior fixtures and equipment
- Landscaping
- Cleaning and repair of masonry
- Façade repair
- Parking area repairs and improvements
- Signage
- Repair or replacement of windows or doors
- Handicapped-accessibility enhancements
- Repair or construction of exterior walls
- Demolition of obsolete structures
- Architectural services (contingent upon execution of improvement/design)
- Any other external improvements required to bring a building up to code
- Sneeze guards, cashier protection, social distancing markers or other safety measures for the protection of COVID-19.

Improvements not listed are subject to review from the Economic Development Authority. Participation in this program and approval of any investment is at the sole discretion of the Economic Development Authority prior to the commencement of any work.

Eligibility & Matching Funds

Applicant must be a small business with fewer than 50 full-time equivalent employees

The applicant property must meet all current City of St. Paul Park building and property codes upon completion of work. In the event that a violation is present, correction of the violation must be made prior to the disbursement of any funds by the City.

Exterior improvements must enhance and improve the design characteristics of the business district and be consistent with the City's adopted plans. Applicants are encouraged to work with the City Administrator or his/her designee to ensure they meet this criterion.

Awards will be approved by the Economic Development Authority unless COVID-19 related. In order to expedite the process, grants made for COVID-19 improvements can be approved by the city administrator. No award made through the Broadway Progress Program shall exceed $2,500, and shall require a minimum of a $1:$1 match of private funds.

Applicants will be limited to two awards per calendar year. Employees of the city and their immediate family are not eligible to participate in the Broadway Progress Program.

Ineligible Use of Funds

The following uses are not eligible project costs under the Broadway Progress Program:

- Legal fees
- Non-fixed improvements
- Working Capital
- Inventory
- Refinancing
- Use taxes and permitting fees
- Interior improvements that are not due to COVID-19
- Building and property acquisition

Awards and Disbursement of Funds

Awards will depend upon the number of applicants, availability of funds, and condition of the subject property. Once funds for the program are depleted, the program will be suspended pending additional funding.

The Economic Development Authority reserves the right to make awards different than the amount(s) requested. Funds will be made available to awardees after the project has been completed, and will require the submission of paid invoices and lien waivers for all eligible costs.

Bidding and Contractors

Two bids shall be required for all work to be completed. Only bids from contractors licensed to do work in the city, or those that will be licensed prior to the start of work, shall be eligible to receive investment or count toward matching funds.

Application

Applicants must complete a formal application, which is available for download on the city website, may be emailed to kwalsh@stpaulpark.org, or mail or dropped off in person at: City of St. Paul Park ATTN: Kevin Walsh. Only complete applications will be reviewed, and all submissions will become property of the City of St. Paul Park.

Cottage Grove Area Chamber of Commerce
8617 West Point Douglas Rd. Suite 150
Cottage Grove, MN 55016-0016
(651) 458-8334 | fax:
Laurie@cottagegrovechamber.org

Invoice

Invoice Date: 3/10/2025
Invoice Number: 8774

City of St. Paul Park
Kevin Walsh
600 Portland Ave.
St. Paul Park, MN 55071-1501

Membership Investment Renewal

Terms	Due Date
Due on receipt	3/10/2025

Description	Quantity	Rate	Amount
2025 Connect Magazine Mailing	**1**	**$587.50**	**$587.50**
		Subtotal:	**$587.50**
		Tax:	**$0.00**
		Total:	**$587.50**
		Payment/Credit Applied:	**$0.00**
		Balance:	**$587.50**

Login to your Member Center to pay online.

1. Go to www.chamberlogin.com and enter your login and password.

   Login: kwalsh@stpaulpark.org
   Password:

2. Pay online, check out your additional Member Benefits, update your member page and contact information.

Thank you for your support of the **Cottage Grove Area Chamber of Commerce**

Please return this portion with your payment if you do not wish to pay online.

Member Name: City of St. Paul Park **Invoice #:** 8774

Payment Amount: $_____

Payment Method: ☐ Check #_____ ☐ Credit Card
Make all checks payable to **Cottage Grove Area Chamber of Commerce**

Enter Credit Card Billing Address (inc. zip code) Or Pay Online (see above)

Address: _____
City/State/Zip : _____

Credit Card #: _____ Exp. Date: _____
CVV Code (3 or 4 digits on back of card): _____

Name on Card: _____
Signature: _____

RESOLUTION NO. 1197

RESOLUTION ENABLING THE CREATION OF AN ECONOMIC DEVELOPMENT AUTHORITY IN THE CITY OF ST. PAUL PARK, MINNESOTA

CITY OF ST. PAUL PARK, WASHINGTON COUNTY, MINNESOTA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. PAUL PARK, MINNESOTA (CITY) AS FOLLOWS:

Section 1. Background and Findings.

1.01. The City is authorized by Minnesota Statutes, Chapter 469 (the Act) and specifically Section 469.091, to establish an Economic Development Authority (EDA) to coordinate and administer economic development and redevelopment plans and programs of the City of St. Paul Park.

1.02. It is found and determined by the City Council that the encouragement and financial support of economic development and redevelopment in the City is vital to the orderly development and financing of the City and in the best interests of the health, safety, prosperity and general welfare of the citizens of the City.

1.03. It is further found and determined that the economic development and redevelopment of the City can best be accomplished by the establishment of an EDA as authorized by the Act.

1.04. The City Council has in accordance with the Act and Section 469.093 provided public notice and conducted a public hearing on August 18, 2009, concerning the establishing of an Economic Development Authority at which hearing all persons desiring to express their views were heard.

Section 2. Enabling Resolution.

2.01. The Economic Development Authority of the City of St. Paul Park, Minnesota (EDA) is hereby established. The EDA is a public body corporate and politic and a political subdivision of the State of Minnesota.

2.02. The EDA shall have all the powers contained in Minnesota Statutes sections 469.090 to 469.108, and the powers of a housing and redevelopment authority under sections 469.001 to 469.047 and of a city under sections 469.124 to 469.134, as such laws may be amended from time to time, except as limited by this Resolution.

2.03. The EDA shall consist of a governing body of five commissioners. The five commissioners shall be members of the City Council (Mayor and four Councilmembers). Commissioners terms shall be commensurate with the term of office for the Mayor and each Councilmember.

Section 3. Limits of Powers.

3.01. The following limits shall apply to the Economic Development Authority of the City of St. Paul Park and its operation:

(a) The sale of all bonds or other obligations issued by the EDA must be first approved by the City Council.

(b) The EDA must follow the budget process for City Departments in accordance with the City policies, resolutions and ordinances.

(c) Development and redevelopment plans of the EDA must be consistent with the City Comprehensive Plan and official controls implementing the Comprehensive Plan.

(d) The EDA must obtain approval of its proposed plans for development and redevelopment from the City Council.

3.02. This Enabling Resolution may be modified to make any changes as authorized by the Act.

3.03. As provided in the Act it is the intention of the City Council that nothing in this Resolution nor any activities of the EDA shall be construed to impair the obligations of the City under any of its contracts or to affect in any detrimental manner the rights and privileges of a holder of a bond or other obligation heretofore issued by the City. The City Council shall not modify any limit in effect at the time any bonds or obligations are issued or contracts executed to the detriment of the holder of the bonds or obligations or any contracting party.

Section 4. Officers, Organization

4.01. The EDA may adopt bylaws and rules of procedure.

4.02 The EDA officers shall:

(a) Elect a president, vice president, treasurer, secretary, and assistant treasurer.

(b) Elect the president, treasurer, and secretary annually.

Section 5. Audit

5.01 The financial statements of the EDA must be prepared, audited, filed, and published or posted in the manner required for the financial statements of the City.

5.02 The report must be filed with the state auditor by June 30th of each year.

Section 6. General Obligation Bonds

6.01 The EDA may issue general obligation bonds in the principal amount authorized by two-thirds majority vote of the City Council.

(a) The bonds may be issued in anticipation of income from any source and used to secure funds needed to pay for acquired property or for other purposes in sections 469.090 to 469.108.

(b) The bonds must be in the amount and form and bear interest at the rate set by the City Council.

(c) The first installment shall be due in not more than 3 years and the last in not more than 30 years from the date of issuance.

(d) The bonds shall not impose any personal liability on a member of the EDA.

(e) The bonds shall be secured by the full faith, credit and resources of the City only if the City specifically authorizes the EDA to do so.

Section 7. Tax Levy

7.01 The City may, at the request of the EDA, levy a tax in any year for the benefit of the Authority in an amount not more than 0.01813 percent of taxable market value.

7.02 The levy may be increased by resolution of the City Council after published notice.

Section 8. Implementation.

8.01. The City Council shall from time to time adopt such ordinances and resolutions as are required and permitted by the Act to give full effect to this Resolution.

8.02. The Mayor, the City Administrator, and other appropriate City officials are authorized and directed to take the actions and execute and deliver the documents necessary to give full effect to this Resolution.

PASSED AND DULY ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. PAUL PARK THIS 18TH DAY OF AUGUST, 2009.

CITY OF ST. PAUL PARK

_____

John Hunziker, Mayor

ATTEST:

_____

Sharon Ornquist, City Clerk