

**CITY OF MOUNDS VIEW  
ECONOMIC DEVELOPMENT COMMISSION AGENDA  
MOUNDS VIEW CITY HALL  
THURSDAY, January 18, 2024  
7:30 a.m.**

**1. CALL TO ORDER**

**2. ROLL CALL:** Chair, Jeff Moritko, Vice Chair, Jim Freichels, Commissioner Jason Helgemoe, Gary Stevenson, Gary Rundle, Andrew Kovacs, Andrina Moe

**3. APPROVAL OF THE AGENDA**

**4. CONSENT AGENDA**

A. Approval of Minutes: November 21, 2023

**5. SPECIAL ORDER OF BUSINESS**

A. Oath of Office: 1. Andrew Kovacs

**6. PUBLIC COMMENT**

Citizens may speak to issues relating to business and economic development and not on the agenda. Before speaking, please give your full name and address for the minutes. Also, please limit your comments to three minutes.

**7. EDC BUSINESS**

- A. Elect Chair & Vice Chair
- B. New Member Appointment Discussion
- C. Future Topics & Presentations

**8. REPORTS**

- A. Reports of Staff
- B. Reports of Council Members
- C. Reports of EDC Commissioners

**8. NEXT REGULAR EDC MEETING:** February 15, 2024 at 7:30 a.m.

**9. ADJOURNMENT**

**Minutes of the Economic Development Commission  
City of Mounds View  
Ramsey County, Minnesota**

**Regular Meeting  
February 16, 2023  
City of Mounds View, Council Chambers  
2401 County Road 10, Mounds View, MN 55112**

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**1. CALL TO ORDER**

Chair Jeff Moritko called the meeting to order at approximately 7:30 a.m.

**2. ROLL CALL**

*Members Present:* Chair, Jeff Morito, Vice Chair, Jim Freichels, Commissioners, Gary Stevenson, Gary Rundle, Jason Helgemoe, & Andrina Moe

*Members Absent:* Donn Lindstrom

*Staff Present:* Assistant City Administrator, Brian Beeman

*Meeting Attendees:* Gary Meehlhause

**3. APPROVAL OF THE AGENDA**

*Motion/Second:* Commissioner Freichels moved and Commissioner Stevenson seconded the approval of the November 21, 2023 EDC Agenda.

*Motion Carried:* 6 Ayes, 0 Nays

**4. CONSENT AGENDA**

*Motion/Second:* Commissioner Rundle moved and Commissioner Moe seconded the approval of the February 16, 2023 EDC minutes.

*Motion Carried:* 6 Ayes, 0 Nays

**5. SPECIAL ORDER OF BUSINESS**

There being no special order of business, the EDC moved to the next agenda item.

**6. PUBLIC COMMENT**

Chair Moritko called for public comments. There being no public comments, the EDC moved to the next agenda item.

**7. EDC BUSINESS**

A. Recommend New EDC Commissioners for EDA Approval

*Motion/Second:* Commissioner Freichels moved and Commissioner Stevenson seconded approving the recommendation to the EDA to appoint Jeff Moritko as the Business Representative, and Andrew Kovacs as the Resident Representative with terms starting January 1, 2024 and ending December 31, 2026.

*Motion Carried:* 6 Ayes, 0 Nays

B. Resolution 23-EDC-49, Establishing 2024 Calendar Meeting Dates:

Motion/Second: Commissioner Moe moved and Commissioner Freichels seconded the motion to approve resolution 23-EDC-49, Establishing 2024 Calendar Meeting Dates. Commissioner Freichels questioned the December 26, 2024 meeting date. The EDC determined that as it get closer to that date, the EDC can choose to cancel that meeting if desired.

Motion Carried: 6 Ayes, 0 Nays

**8. REPORTS:**

A. Reports of Staff

Assistant City Administrator updated the Commission on the Rice Creek Commons open house, informed the Commission that the Mounds View Business Council has merged with New Brighton's Business Council, provided an update on the Villas of Mounds View, the Long Lake Woods development, Tom Fields Estates, the old Simon's building site, Ardan Park redevelopment which may become a wetland banking area, then turned it over to Chair Moritko.

B. Reports of Council Members

Council Member Meehlhause provided an update on the Community Center that will not be going forward due to a failed local option sales tax vote, informed them that the EDA purchased two more properties along the Mounds View Boulevard corridor with money from the Skyline Motel sale, and an update on the Rice Creek Commons open house.

C. Reports of EDC Commissioners

Commissioner Helgemoe informed the Commission that Twin Cities North Chamber of Commerce is holding a fund and food raising event for the Ralph Reeder Food Shelf December 12, 2023 at 3:30 p.m. and encouraged EDC Members to attend.

**9. NEXT REGULAR EDC MEETING**

Chair Moritko reminded the Commission that the December EDC meeting will likely be canceled but there will be a January and February meeting.

**10. ADJOURN**

There being no further business, Chair Moritko adjourned the November 21, 2023 meeting at approximately 8:55 a.m.

Respectfully submitted,



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Brian Beeman  
Assistant City Administrator



Item #: 5A  
Meeting Date: January 18, 2024  
Type of Business: EDC

## *City of Mounds View Staff Report*

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**To:** Economic Development Commission  
**From:** Brian Beeman, Assistant City Administrator  
**Item Title/Subject:** Administer Oaths of Office to Newly Appointed EDC Members

### **Background**

At their November 21, 2023 regular meeting, the Economic Development Commission recommended the appointed Jeff Moritko as a Business Representative and Andrew Kovacs as a Resident Representative to the EDA. Both were confirmed by the EDA with terms starting January 1, 2024 and ending December 31, 2026.

As per standard practice, all new commission appointees are required to be sworn in, or in other words, take an oath of office. Since Jeff Moritko is already on the EDC and was sworn in when he was a new appointee, an oath of office is not required. However, an Oath of Office is required for Andrew Kovacs.

### **Staff Recommendation**

The Oaths of Office for the appointee is attached and will be administered under Special Order of Business at the first meeting in January, 2024.

Respectfully submitted,

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Brian Beeman, Assistant City Administrator

### **Attachments:**

- 1) Oath of Office Andrew Kovacs



***ECONOMIC DEVELOPMENT COMMISSION***

***Oath of Office***

I, Andrew Kovacs, do solemnly swear, to support the Constitution of the United States, and of this state, and to discharge faithfully the duties, devolving upon me as a member of the Economic Development Commission of the City of Mounds View, to the best of my judgment and ability.

Sworn before me this 18<sup>th</sup> day of January, 2024.

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Andrew Kovacs

(SEAL)

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Brian Beeman  
Assistant City Administrator



Item #: 7A  
Meeting Date: January 18, 2024  
Type of Business: EDC

## *City of Mounds View Staff Report*

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**To:** Economic Development Commission  
**From:** Brian Beeman, Assistant City Administrator  
**Item Title/Subject:** Appoint 2024 EDC Chairperson and Vice Chairperson

### **Background**

Per the following Section 408.07 of the Mounds View City Code:

*Subd. 1 Organization: At the first regular meeting of the year, the Commission shall appoint a chairperson from among its voting members. This appointment shall be subject to Authority approval and shall consist of a one (1) year term. The position of chair shall rotate among members, with no Commissioner serving in that capacity for more than two (2) consecutive terms. The Commission shall also elect a vice-chair from among its appointed members for a term of one (1) year. The Commission may create and fill such other offices from its members as it may determine to transact Commission business.*

Only the recommended Chair is subject to EDA approval. The Vice-Chair is elected by the EDC. There is no term limits for the Vice-Chair. However, the Chair can only serve two consecutive terms, and must sit out at least one term before being considered again. Example, Jeff Moritko served one year 2023 as Chair. He could serve another term for 2024. However, he would need to sit out one year, and could reconsider starting 2026. Current and past EDC Members highlighting past Chairpersons is attached.

### **Staff Recommendation**

1. Consistent with City Code, Staff recommends that the EDC make a motion recommending appointment of the 2024 EDC Chairperson for the EDA's consideration.
2. Consistent with City Code, Staff recommends that the EDC elect a Vice Chairperson to serve for 2024 via motion.

The EDA will consider the recommendation of the EDC Chair on Monday, January 22, 2024. Once the appointment is confirmed by the EDA in January, the new EDC Chair and Vice Chair will begin their duties at the February 15, 2024 regular EDC meeting.

Respectfully submitted,

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Brian Beeman, Assistant City Administrator

Attachment(s): 1. EDC Current and Past Member History



## Economic Development Commission (EDC) Member History

The City Council formed the EDC by Ordinance 542 on June 27, 1994. The EDC is unlike any other City Commission because the EDC represents both residents and businesses. Below is a history of those who have served on the EDC since its inception. Names of Commissioners who have served as EDC Chair are **bolded** with an asterisk. Business names of Commissioners who have served as business representatives are **highlighted**.

	<u>Commissioner</u>	<u>Years Served</u>	<u>Representative Designations</u>
1)	Rosemary Goff	1994-2000	Resident
2)	Peg Mountin	1994-1995	Resident
3)	<b>*Dan Nelson</b>	1994-1998	Resident
4)	<b>*Delane Welsch</b>	1994-1997	Resident
5)	Mark Malone	1994-1996	<b>Western Bank</b>
6)	Ronald Schmidt	1994-1997	<b>Amoco</b>
7)	<b>*Philip Seipp</b>	1994-1995	<b>Sysco</b>
8)	Brian Sjoberg	1996-1997	<b>Dynex Industries</b>
9)	Bev Tarhark	1996-1998	Resident
10)	Steven Larson	1997-1997	Resident
11)	Cindy Carlson	1997-2001	<b>Western Bank</b>
12)	<b>*Tom Field</b>	1997-2007	Resident
13)	Sean Walther	1999-2003	Resident
14)	Wendy Marty	1999-2001	Resident
15)	Julie Olsen	1999-2000	<b>Realtor</b>
16)	Jerold Kahn	1999-1999	Resident
17)	<b>*Torri Johnson</b>	2000-2012	<b>Xcel Energy</b>
18)	<b>*Greg Belting</b>	2000-2014	<b>Silver View Chiropractic</b>
19)	Stan McDonald	2001-2003	Resident
20)	Dave Fox	2002-2004	<b>Fedtech</b>
21)	<b>*Jason Helgemoe</b>	2002-Current	<b>Western Bank/Northeast Bank</b>
22)	Jackie Entsminger	2003-2010	Resident
23)	Jerry Jaker	2005-2007	<b>MN Institute of Public Health</b>
24)	<b>*Gary Meehlhause</b>	2006-2012	Resident
25)	Dan Larson	2008-Current	Resident
26)	Jennifer Wagner	2008-2013	Resident
27)	Jim Paron	2011-2014	Resident
28)	<b>*Jim Freichels</b>	2013-Current	<b>Dell-Comm</b>
29)	Gary Stevenson	2013-Current	Resident
30)	Jessica Birken	2014-2014	Resident
31)	Jessica Rieland	2015-2017	<b>BioLife Plasma Services</b>
32)	Laurie Shoop	2015-2017	Resident
33)	Royal Dahlstrom	2015-2016	Resident

34)	<b>*Dennis Farmer</b>	2017-2020	Resident
35)	Teresa Muckala	2017-2019	Resident
36)	Ken Breske	2018-2018	McClellan Sales (Blaine)
37)	Lisa Marquis	2020-2021	Premier Materials (Mounds View)
38)	Gary Rundle	2020-Current	Resident
39)	Donn Lindstrom	2021-2023	Resident
40)	<b>*Jeff Moritko</b>	2022-Current	Moe's Restaurant
41)	Andrina Moe	2023-Current	Resident
42)	Andrew Kovacs	2024-Current	Resident





Item #: 7B  
Meeting Date: January 18, 2024  
Type of Business: EDC

## *City of Mounds View Staff Report*

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**To:** Economic Development Commission  
**From:** Brian Beeman, Assistant City Administrator  
**Item Title/Subject:** New Member Appointment Discussion

### **Background**

The EDC received a commission application from Andrew Kovacs as a Resident Representative for the 2024-26 term. The EDA confirmed his appointment at its November 21, 2023 regular meeting. Multiple attempts have been made to contact Mr. Kovacs using the information he put on his application. He has not responded to emails, phone messages, letters, and recently, a certified letter was mailed. He has until Monday January 15, 2024 to respond to the most recent attempt to contact him. As of the date this staff report was written the City has not receive any communication from Mr. Kovacs.

When Mr. Kovacs applied for commissions in the City, he applied to every commission. Since, the EDC had a Resident Representative opening at the time, he was selected to serve on the EDC. Without a response, it is difficult to determine if he will be able to attend the 7:30 a.m. EDC meetings and this could jeopardize the possibility of a full quorum at times. This puts staff and the commission in a dilemma.

### **Discussion**

The EDC should have a discussion to determine the next steps.

### **Recommendation**

Staff recommends the EDC discuss options and make a recommendation that staff can take to the EDA.

Respectfully submitted,

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Brian Beeman  
Assistant City Administrator



Item #: 7C  
Meeting Date: January 18, 2024  
Type of Business: EDC

## *City of Mounds View Staff Report*

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**To:** Economic Development Commission  
**From:** Brian Beeman, Assistant City Administrator  
**Item Title/Subject:** Discuss Future Topics & Presentations

### **Background**

The EDC is an advisory commission to the EDA and meets as-needed per City Code. The Commission meets January, February, and November each year to complete administrative requirements such as, new Member recommendations, Oaths of Offices, Chair & Vice Chair appointments, assignment of the annual calendar of meeting dates, review of by-laws, goals and priorities, and other topics. The Commission normally breaks for the summer and only meets if necessary until the November meeting.

The EDC should have a discussion to identify specific topics and/or potential presenters that it feels will add value for 2024 if needed.

### **Discussion**

The EDC to brainstorm ideas for potential topics and/or speakers for 2024. The EDC to further elaborate and discuss.

### **Recommendation**

Staff recommends the EDC continue to meet January, February, and November and meet as-needed for the remaining of the year. If a topic/speaker is recommended then a meeting will be set up in one of the established 2024 EDC calendar slots.

Respectfully submitted,

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Brian Beeman  
Assistant City Administrator



City of Mounds View Staff Report

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Item #: 8A  
Meeting Date: January 18, 2024  
Type of Business: EDC

To: Economic Development Commission  
From: Brian Beeman, Assistant City Administrator  
Item Title/Subject: Reports of Staff

**A. Rice Creek Commons (TCAAP) Development Update**

In late spring of 2019 project engineers were in the process of plans for mass grading, utility installation, and primary roadways on the site. This work was slated to be completed in 2019. Initially, the first phase of housing and early commercial construction was expected to begin in 2020 and when fully realized, the mixed-use development was expected to offer 1,460 housing units, support at least 4,000 living-wage jobs, and generate approximately \$8.6 million in property taxes annually. Ramsey County Commissioner Nicole Joy Frethem met with the Mounds View City Council January 11, 2021 and stated that the law suit is still in effect however, neither party is at liberty to mention any details of the lawsuit. However, she stated that they feel progress is being made and they are nearing an agreement. As of November 2022, all construction is still on hold. At the November 1, 2023 open house, the developer is proposing additional density. The Arden Hills City Council did direct Staff to bring the necessary code amendments through, which will happen in December 2023. In a perfect world, master development agreement discussion will begin January 2024 with the goal of having a final agreement in 2024. For more information: <https://www.cityofardenhills.org/AgendaCenter/ViewFile/Agenda/09272023-1166>

**B. Mounds View Business Council Meeting**

The next meeting will be held at Dalco Enterprises, Inc. in New Brighton Wednesday March 21, 2024 from 8:00-9:00 a.m. The Twin Cities North Chamber of Commerce has combined Mounds View with New Brighton into one Business Council. All meetings are free and all EDC Members are encouraged to attend. The featured speaker is from the MN Retailers Association and will be providing an update on the retail industry as well as the new cannabis law updates for municipalities.

**C. Long Lake Woods**

Marty Harsted is moving forward in creating 12 new single-family residential lots. He would like to break ground in 2024. He apparently has about four homes that would be built right away once the development has been completed.

**D. Tom Fields Estate**

A developer had planned to purchase three lots from Tom Fields located across from Lambert Park to construct three assisted living homes, however Mr. Fields has delayed the project. Therefore, the developer has backed out of the project. Several more developers have inquired about these lots, however the asking price is too high and they have backed out as well. This project is on hold until the land owners agree to move forward.

**E. Simon's Building**

The Simon's property has been purchased by Sabry Shrara, the owner of Mounds View dentistry. He initially, wanted to construct a new professional building consisting of a new dental office and two additional suites to be leased to a future tenant with apartments on the upper levels. However, he couldn't get lending for that type of use, so he is reevaluating and the project is on hold until he can get his current dental office build out completed near the movie theater.

**F. Kusina Restaurant**

The Kusina Restaurant and Filipino Village are taking advantage of a Critical Corridors grant through Ramsey County to finish exterior painting of the entire building. They are hoping to get that accomplished in the spring of 2024.

**G. MV Square**

Staff met with Paster Enterprises in September 2022 to seek their interest level in redeveloping the Mounds View Square area. They see the potential need to redevelop the site. Staff met with Paster Enterprises to brainstorm ideas. Then the City submitted and received a grant for \$50,000 from Ramsey County to help with redevelopment planning for this area. The City hired a consultant to complete a market study and concepts for the site. Meetings were held at two City Council work sessions and they also held a public engagement open house to capture comments from the public. The City Council accepted the final findings and recommendations at its December 11, 2023 meeting. It is up to Paster Enterprises to determine the next steps and what they will do if anything with the property.

**H. Forgivable Loan Program**

The EDA offers three forgivable loan programs each year to local businesses in the amount of \$5000 each. It is a first-come, first-served basis. As of January 10, 2024 all three loans have been fulfilled. (Shifty' s Barber Shop, Big Dipper Creamery, & Sandwich King) Since that time, two more loan requests have come in. The other loan program is the Business Improvement Loan. When funded, it allows businesses to apply for up to \$50,000 for business improvements to the building, landscaping, façade, signage, remodel, etc. This is a participation loan, meaning the EDA can approve up to \$25,000 at 2%, however the business must first find a participating lender to fund the first \$25,000 for a total of \$50,000. The lender would set their own rates, but the EDA rate is set at 2%. The lender would take first position, do the credit checks and due diligence and collect and keep track of payments then disperse the EDA amount monthly. As of January 10, 2024, the EDA only has \$9,000 remaining for this type of loan. The City also has three other loan programs for residential purposes.

**I. Ardan Park & Greenfield Park Redevelopment**

Wetland delineation studies were completed in the fall of 2022 on both sites. Several developers showed interest and the Council ultimately chose Pulte Homes to develop market rate town homes as per the City's Strategic Plan. Since then, the Council voted against the development. The City is currently researching wetland banking for that area and the possibility of a nature park.

**J. EDA Property Acquisitions**

The EDA recently acquired a single-family residential lot next to Steve's Appliances with the idea of rezoning to allow for a commercial use. The EDA also closes on a residential lot near American National Bank January 19, 2024. The EDA has the same idea in mind for future commercial redevelopment.

**K. Other Upcoming Events/Reports**

N/A



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Brian Beeman  
Assistant City Administrator  
Attachment(s): None