CITY OF SOUTH ST. PAUL
MEETING AGENDA

Council Chambers
125 3rd Avenue North
South St. Paul, MN 55075

ECONOMIC DEVELOPMENT AUTHORITY

Monday, January 5, 2026
IMMEDIATELY FOLLOWING THE CONCLUSION OF THE 7:00 P.M. MEETING OF THE CITY COUNCIL

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

All items listed on the Consent Agenda are items, which are considered routine and will be approved by one motion. There will be no separate discussion of these items unless requested by a member of the governing body or citizen, in which case the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

A. Approve Minutes of the December 1, 2025 EDA Meeting

5. PUBLIC HEARINGS

6. GENERAL BUSINESS

A. Election of Officers

7. ITEMS FOR FUTURE FOLLOW-UP

General communications of the President and Commissioners are provided and may be considered for inclusion on a future agenda. There will be no discussion or decisions made related to these items at this meeting.

8. ADJOURNMENT

ECONOMIC DEVELOPMENT AUTHORITY AGENDA REPORT

DATE:	January 5, 2026
DEPARTMENT:	City Administrator
PREPARED BY:	Deanna Werner
AGENDA ITEM NUMBER:	4.A.

MEETING TYPE
Regular Meeting

AGENDA ITEM
Approve Minutes of the December 1, 2025 EDA Meeting

ACTION TO BE CONSIDERED OR DESIRED OUTCOME
Approve as presented by consent.

OVERVIEW
Approval of meeting minutes for the Regular EDA Meeting held on Monday, December 1, 2025.

SOURCE OF FUNDS
N/A

ATTACHMENTS
1. 12-01-2025 EDA Minutes

SOUTH ST. PAUL ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF DECEMBER 1, 2025

1. CALL TO ORDER

President Jimmy Francis called the regular meeting of the South St. Paul Economic Development Authority to order at 9:08 PM on Monday, December 1, 2025.

2. ROLL CALL

Present: Tom Seaberg, Jimmy Francis, Lori Hansen, Pam Bakken, Todd Podgorski, Matt Thompson, Joe Kaliszewski

Absent: None

Staff Present:
Ryan Garcia, EDA Executive Director
Kori Land, City Attorney
Deanna Werner, EDA Secretary

3. APPROVAL OF AGENDA

Moved by: Joe Kaliszewski / Pam Bakken
Moved: To approve Agenda as presented.
Vote: 7 ayes / 0 nays, motion Passed

4. CONSENT AGENDA

All items listed on the Consent Agenda are items, which are considered routine and will be approved by one motion. There will be no separate discussion of these items unless requested by a member of the governing body or citizen, in which case the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

A. Approve Minutes of the November 3rd, 2025 EDA Meeting

B. Approve Termination Agreement

C. Amendment #1 - Loan Origination Agreement with Center for Energy and Environment

D. Amendment #3 to Preliminary Development Agreement

Moved by: Tom Seaberg / Pam Bakken
Moved: To approve Consent Agenda as presented.
Vote: 7 ayes / 0 nays, motion Passed

5. PUBLIC HEARINGS

A. Approving the Sale of 1031 Concord Street South

Moved by: Lori Hansen / Pam Bakken
Moved: To Approve the Sale of 1031 Concord Street South

Vote: 7 ayes / 0 nays, motion Passed

6. GENERAL BUSINESS

7. ITEMS FOR FUTURE FOLLOW-UP

General communications of the President and Commissioners are provided and may be considered for inclusion on a future agenda. There will be no discussion or decisions made related to these items at this meeting.

8. ADJOURNMENT

Moved by: Joe Kaliszewski / Pam Bakken
Moved: To Adjourn
Vote: 7 ayes / 0 nays, motion Passed
Meeting Adjourned at 9:25 PM.

Deanna Werner

/s/: Deanna Werner
City Clerk

ECONOMIC DEVELOPMENT AUTHORITY AGENDA REPORT

DATE:	January 5, 2026
DEPARTMENT:	Economic Development
PREPARED BY:	Ryan Garcia
AGENDA ITEM NUMBER:	6.A.

MEETING TYPE
Regular Meeting

AGENDA ITEM
Election of Officers

ACTION TO BE CONSIDERED OR DESIRED OUTCOME
Motion(s) to elect Officers of the EDA.

OVERVIEW
All members of the EDA are considered Commissioners and are members of the EDA Board. Per its Bylaws, the EDA Board has the following officers, which must be elected on an annual basis:

President
Vice-President (currently Commissioner Seaberg)
Treasurer
Assistant Treasurer (Clara Hilger as Finance Director)
Secretary (Deanna Werner)

The President and Treasurer positions are to be held by the Mayor (Bylaws Sections 2.2 and 2.4). The Secretary and Assistant Treasurer positions need not be held by a commissioner (Bylaws Section 2.1). The Bylaws (Section 2.5) also suggest that the Assistant Treasurer of the Board "may be" the City's Finance Director.

Staff recommends that the board call for nomination and appointment of Vice President, Secretary and Assistant Treasurer offices, in keeping with the EDA's bylaws.

- *Vice President* – This office is currently held by Commissioner Tom Seaberg.
- *Secretary* – At the 2024 Annual Meeting, the EDA agreed that it made sense for the City Clerk to also serve as Secretary of the Authority. Generally, the Secretary is responsible for retaining minutes and other records of the EDA.
- *Assistant Treasurer* – This office has always been held by the City's Finance Director, so it would make sense to continue in that fashion.

SOURCE OF FUNDS
N/A

ATTACHMENTS
None