

AGENDA
MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY MEETING

6:00 P.M. Monday, December 8, 2025
City Hall, Council Chambers

Pursuant to Minn. Stat. 13D.02, one or more commissioners may be participating remotely

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. September 22, 2025 Economic Development Authority Special Meeting Minutes

E. PUBLIC HEARING

None

F. UNFINISHED BUSINESS

1. 2026 EDA Budget
 - a. Resolution Adopting the EDA Budget and Requesting City Approval of the 2026 EDA Budget
 - b. Resolution Requesting City Approval of the 2026 EDA Levy

G. NEW BUSINESS

1. 2026 EDA Meeting Calendar
2. Business Retention, Expansion and Attraction Discussion
3. Rice Larpenteur Alliance Funding

H. ADJOURNMENT

RULES OF CIVILITY FOR THE CITY COUNCIL, BOARDS, COMMISSIONS AND OUR COMMUNITY

Following are rules of civility the City of Maplewood expects of everyone appearing at the Meetings - elected officials, staff and citizens. It is hoped that by following these simple rules, everyone's opinions can be heard and understood in a reasonable manner. We appreciate the fact that when appearing at Council meetings, it is understood that everyone will follow these principles:

Speak only for yourself, not for other council members or citizens - unless specifically tasked by your colleagues to speak for the group or for citizens in the form of a petition.

Show respect during comments and/or discussions, listen actively and do not interrupt or talk amongst each other.

Be respectful of the process, keeping order and decorum. Do not be critical of council members, staff or others in public.

Be respectful of each other's time keeping remarks brief, to the point and non-repetitive.

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MEETING MINUTES
MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING
5:30 P.M. Monday, September 22, 2025
City Hall, Council Chambers

A. CALL TO ORDER

A special meeting of the Maplewood Economic Development Authority (EDA) was held in the City Hall Council Chambers and was called to order at 5:30 p.m. by President Abrams.

B. ROLL CALL

Marylee Abrams, President	Present
Rebecca Cave, Vice President	Present
Kathleen Juenemann, Commissioner	Present
Chonburi Lee, Commissioner	Present
Nikki Villavicencio, Commissioner	Present

C. APPROVAL OF AGENDA

Commissioner Cave moved to approve the agenda as submitted.

Seconded by Commissioner Juenemann Ayes – All

The motion passed.

D. APPROVAL OF MINUTES

1. September 8, 2025, Economic Development Authority Meeting Minutes

Commissioner Lee moved to approve the September 8, 2025 Economic Development Authority Meeting Minutes as submitted.

Seconded by Commissioner Juenemann Ayes – All

The motion passed.

E. PUBLIC HEARING

None

F. UNFINISHED BUSINESS

None

G. NEW BUSINESS

1. Rice Larpenteur Alliance Presentation

Assistant Executive Director Parr introduced the topic. Kim O'Brien, Rice Larpenteur Alliance Executive Director, gave the presentation. Council provided comments.

No action required.

2. Loan Administration Agreement between the Maplewood Economic Development Authority and Community Neighborhood Housing Services dba NeighborWorks Home Partners

Assistant Executive Director Parr gave the staff report.

Commissioner Juenemann moved to authorize the execution of the loan administration agreement between the Maplewood Economic Development Authority and Community Neighborhood Housing Services doing business as NeighborWorks Home Partners.

Seconded by Commissioner Cave

Ayes – All

The motion passed.

H. ADJOURNMENT

President Abrams adjourned the meeting at 6:10 p.m.

DRAFT

MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY STAFF REPORT
Meeting Date December 8, 2025

REPORT TO: Michael Sable, Executive Director

REPORT FROM: Danette Parr, Assistant Executive Director
Joe Rueb, Assistant Treasurer

PRESENTER: Michael Sable, Executive Director
Danette Parr, Assistant Executive Director
Joe Rueb, Assistant Treasurer

AGENDA ITEM: 2026 EDA Budget
 a. Resolution Adopting the EDA Budget and Requesting City Approval of the 2026 EDA Budget
 b. Resolution Requesting City Approval of the 2026 EDA Levy

Action Requested: Motion Discussion Public Hearing

Form of Action: Resolution Ordinance Contract/Agreement Proclamation

Summary:

State law requires the City to adopt a 2026 budget and certify a property tax levy for taxes payable in 2026 to Ramsey County by December 30, 2025. On September 8, 2025, EDA approved the 2026 Preliminary EDA Levy, in the amount of \$636,000, and submitted a request to the Maplewood City Council for funding for the EDA Fund in the amount of \$636,000 for fiscal year 2026. Staff is requesting the EDA to approve the 2026 budget and submit the 2026 budget to the City Council for inclusion and incorporation in the City’s annual budget. The EDA is requesting the City Council to approve the 2026 EDA levy. The City must hold a public hearing to obtain input on the budget and tax levy. The hearing is on December 8, 2025 at 7:00 PM. After the public hearing, the Council will consider adoption of the 2026 EDA budget and tax levy. The amount of the proposed EDA property tax levy is \$636,000.

Recommended Action:

- a. Motion to approve the resolution adopting the EDA budget and requesting City approval of the 2026 EDA budget.
- b. Motion to approve the resolution requesting City approval of the 2026 EDA levy.

Fiscal Impact:

Is There a Fiscal Impact? No Yes, the true or estimated cost is \$636,000

 Financing source(s): Adopted Budget Budget Modification New Revenue Source
 Use of Reserves Other: Property Taxes

Strategic Plan Relevance:

Safety ◇ Focus Area:

Sustainability ◇ Focus Area:

✓ Development ◇ Focus Area: Promote residential development and thoughtful redevelopment

The EDA budget provides resources needed to promote development and redevelopment.

Background:

The 2026 EDA budget process started with a strategic planning session with the EDA, followed by Council budget workshops and adoption of a preliminary levy in September. The City’s financial advisor, Ehlers, provided an EDA ten-year financial management plan in October. The EDA budget will be included in the City’s full budget document which will be on the City’s website when completed.

Proposed EDA Revenue Budget

<i>EDA - Revenue</i>	2025 Original Budget	2026 Budget Request	Change from 2025	2027 Conceptual Budget	Change from 2026
Taxes	-	636,000	NA	636,000	0%
Grants/Aids	-	50,000	NA	52,500	0%
Sale of Property	-	-	NA	-	0%
Other (LAHA)	-	587,610	NA	605,238	3%
TOTAL	-	1,273,610	NA	1,293,738	2%

Proposed EDA Expense Budget

<i>EDA - Expense</i>	2025 Original Budget	2026 Budget Request	Change from 2025	2027 Conceptual Budget	Change from 2026
Salaries/Wages/Benefits	-	200,000	NA	200,000	0%
Supplies & Materials	-	-	NA	-	0%
Professional Services	-	170,000	NA	178,500	5%
Interest Payments	-	83,810	NA	82,010	-2%
Capital Outlay	-	221,510	NA	587,610	165%
Other Services	-	-	NA	-	0%
TOTAL	-	675,320	NA	1,048,120	55%

Proposed EDA Tax Levy - the proposed 2026 property tax levy is below:

EDA Fund	Adopted 2025 Levy	Preliminary 2026 Levy	\$ Increase (Decrease)
Total Levy	\$ -	\$ 636,000	\$ 636,000

City Property Tax Impact on Residential Properties – the median value home in Maplewood will increase in value by 3.7% from \$340,800 to \$338,500 for taxes payable in 2026. City taxes will increase \$37.00 per year, or \$0.71 per week on the median value home.

Market Value for Pay 2025	Market Value for Pay 2026	Taxable Market Value for Pay 2026	City Tax \$ Amount 2025	City Tax \$ Amount 2026	\$ Increase (Decrease)	% Increase (Decrease)
155,850	161,616	129,616	-	14	14	NA
207,800	215,489	188,289	-	20	20	NA
259,750	269,361	247,061	-	27	27	NA
340,800	353,300	338,500	-	37	37	NA
415,600	430,977	423,177	-	46	46	NA

Attachments:

1. Resolution Adopting the EDA Budget and Requesting City Approval of the 2026 EDA Budget
2. Resolution Requesting City Approval of the 2026 EDA Levy
3. PowerPoint Presentation

**MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION ADOPTING THE EDA BUDGET AND
REQUESTING CITY APPROVAL OF THE 2026 EDA BUDGET**

BE IT RESOLVED that the Maplewood Economic Development Authority approves the 2026 EDA budget, and requests the Maplewood City Council to adopt the 2026 EDA budget as summarized below:

Revenues:

EDA Fund Revenues	2025 Original Budget	2026 Budget	\$ Change	% Change
Property Taxes	\$ -	\$ 636,000	\$ 636,000	-
Grants/Aids	-	50,000	50,000	-
Sale of Property	-	-	-	-
Other (LAHA)	-	587,610	587,610	-
TOTAL	\$ -	\$ 1,273,610	\$ 1,273,610	-

Expenditures:

EDA Fund Expenditures	2025 Original Budget	2026 Budget	\$ Change	% Change
Salaries/Wages/Benefits	\$ -	\$ 200,000	\$ 200,000	-
Supplies & Materials	-	-	-	-
Professional Services	-	170,000	170,000	-
Interest Payments	-	83,810	83,810	-
Capital Outlay	-	221,510	221,510	-
Other Services	-	-	-	-
TOTAL	\$ -	\$ 675,320	\$ 675,320	-

BE IT FURTHER RESOLVED that the budget for Maplewood Economic Development Fund is adopted for financial reporting and management control.

**MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION REQUESTING CITY APPROVAL OF THE 2026 EDA LEVY**

WHEREAS, in accordance with its bylaws, the Maplewood Economic Development Authority has approved an annual budget of \$636,000 for 2026 and has submitted the budget to the Maplewood City Council for inclusion and incorporation in the City's annual budget and tax levy; and

WHEREAS, EDA is a special taxing district within the meaning of Minnesota Statutes, section 275.066; and

WHEREAS, Minnesota Statutes, section 469.107 authorizes EDA to request that the City levy a tax for the benefit of EDA; and

WHEREAS, EDA has complied with the requirements of Minnesota Statutes, section 275.067 by notifying the Ramsey County Auditor by July 1, 2025 of its intent to levy a tax for 2026.

NOW THEREFORE BE IT RESOLVED that the Maplewood Economic Development Authority approves the 2026 EDA Levy in the amount of \$636,000, and requests the Maplewood City Council to levy a tax in the amount of \$636,000 for fiscal year 2026 for the benefit of EDA.



**2026 EDA Budget and Tax Levy
December 8, 2025**

2026 Budget Process

May 12	2026 Budget Kickoff - City Council to set priorities for the 2026 budget.
June 7	Budget Engagement at Fire-EMS Open House
July 28	EDA Budget Discussion
August 11	City Council Workshop with Public Comment
August 25	City Council Workshop with Public Comment
September 8	City Council adopts preliminary levy. Finance Director certifies the preliminary levy to Ramsey County. A public hearing date is set for the property tax hearing.
September 18	City Building Tour
September 19	Budget Engagement at Friday Fireworks
October 13	City Council Workshop with ten-year financial management plan review.
October 13	Department Budget Presentations
November 10	Department Budget Presentations
November 24	Department Budget Presentations
December 8	Public Hearing, City Council Adopts the Final Budget



Total 2026 EDA Revenue Budget

<i>EDA - Revenue</i>	2025 Original Budget	2026 Budget Request	Change from 2025	2027 Conceptual Budget	Change from 2026
Taxes	-	636,000	NA	636,000	0%
Grants/Aids	-	50,000	NA	52,500	0%
Sale of Property	-	-	NA	-	0%
Other (LAHA)	-	587,610	NA	605,238	3%
TOTAL	-	1,273,610	NA	1,293,738	2%



Total 2026 EDA Expense Budget

<i>EDA - Expense</i>	2025 Original Budget	2026 Budget Request	Change from 2025	2027 Conceptual Budget	Change from 2026
Salaries/Wages/Benefits	-	200,000	NA	200,000	0%
Supplies & Materials	-	-	NA	-	0%
Professional Services	-	170,000	NA	178,500	5%
Interest Payments	-	83,810	NA	82,010	-2%
Capital Outlay	-	221,510	NA	587,610	165%
Other Services	-	-	NA	-	0%
TOTAL	-	675,320	NA	1,048,120	55%



2026 EDA Property Tax Levy

EDA Fund	Adopted 2025 Levy	Preliminary 2026 Levy	\$ Increase (Decrease)
Total Levy	\$ -	\$ 636,000	\$ 636,000



Estimated Property Tax Impact of EDA Levy

Market Value for Pay 2025	Market Value for Pay 2026	Taxable Market Value for Pay 2026	City Tax \$ Amount 2025	City Tax \$ Amount 2026	\$ Increase (Decrease)	% Increase (Decrease)
155,850	161,616	129,616	-	14	14	NA
207,800	215,489	188,289	-	20	20	NA
259,750	269,361	247,061	-	27	27	NA
340,800	353,300	338,500	-	37	37	NA
415,600	430,977	423,177	-	46	46	NA

\$37 on Median Home
(or \$0.71 per week)



Resources for Property Owners

Source: Ramsey County

- **Homestead Applications** (due Dec. 31, 2025): May reduce taxable value and qualify for state refunds.
- **State Tax Refunds:**
 - Regular refunds based on income and taxes paid.
 - Special refunds available for increases $\geq 12\%$ and \$100 (not income-based).
- **Senior Property Tax Deferral:** Available for homeowners 65+.
- **Appeals:** File with Minnesota Tax Court by April 30, 2026, to contest market value or classification.

Additional information can be found at:

revenue.state.mn.us/property-tax-refund,

or taxpayers can call 651-296-3781.



Homeowner's Homestead Credit Refund

<https://www.revenue.state.mn.us/homeowners-homestead-credit-refund>

TYPE OF REFUND	REQUIREMENTS TO CLAIM THE REFUND
Regular	<ul style="list-style-type: none">• You owned and lived in your home on January 2, 2025• Your household income for 2024 was less than \$139,320
Special	<ul style="list-style-type: none">• You owned and lived in the same home on January 2, 2024, and on January 2, 2025• Your home's net property tax increased by more than 12% from 2024 to 2025• The net property tax increase was at least \$100• The increase was not because of improvements you made to the property



How are Homestead Market Value Exclusions Calculated?

Source: MN Department of Revenue

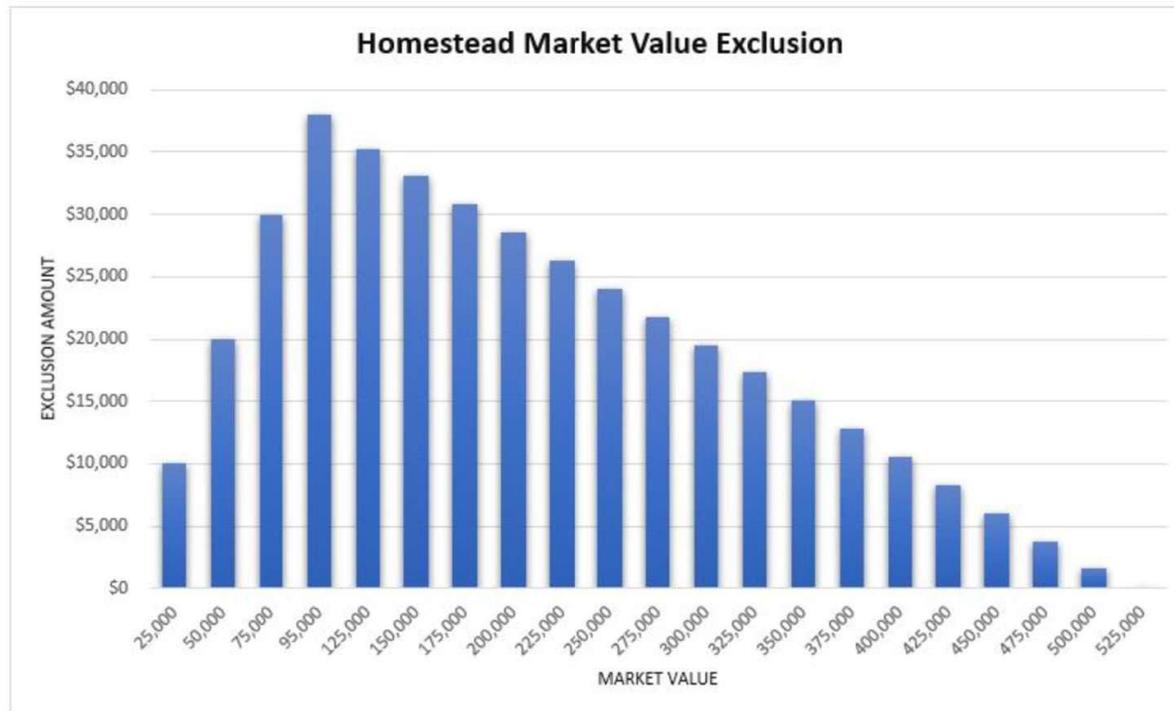
The exclusion reduces the taxable market value of qualifying homestead properties. By decreasing the taxable market value, net property taxes are also decreased.

For homesteads valued at \$95,000 or less, the exclusion is 40% of the market value, creating a maximum exclusion of \$38,000. The exclusion is reduced as property values increase and phases out for homesteads valued at \$517,200 or more.



How are Homestead Market Value Exclusions Calculated?

Source: MN Department of Revenue



Council Considerations

- Recommendation
 - Adopt 2026 EDA Budget;
 - Adopt 2026 EDA Levy at \$636,000.



Questions?



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MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY STAFF REPORT

Meeting Date December 8, 2025

REPORT TO: Michael Sable, Executive Director

REPORT FROM: Danette Parr, Assistant Executive Director

PRESENTER: Danette Parr, Assistant Executive Director

AGENDA ITEM: 2026 EDA Meeting Calendar

Action Requested: Motion Discussion Public Hearing

Form of Action: Resolution Ordinance Contract/Agreement Proclamation

Summary:

Approval of a meeting schedule for the Economic Development Authority (EDA) for the upcoming calendar year allows the EDA, city staff, applicants, and residents to plan ahead for the year.

Recommended Action:

Motion to approve the 2026 EDA Meeting Calendar with the meetings on January 12, April 13, July 13, September 14, and December 14 in 2026.

Fiscal Impact:

Is There a Fiscal Impact? No Yes, the true or estimated cost is \$0.00

Financing source(s): Adopted Budget Budget Modification New Revenue Source
 Use of Reserves Other: n/a

Strategic Plan Relevance:

Safety ◇ Focus Area:

Sustainability ◇ Focus Area:

Development ◇ Focus Area: Grow a vibrant and resilient business community

The EDA meetings allow for economic development activities to support the Maplewood business community and redevelopment efforts.

Background:

Near the end of each year, the EDA establishes a regular meeting schedule for the next calendar year. The meetings generally occur quarterly with adjustments to account for the city's budget process. Staff recommends the EDA establish a similar meeting calendar for 2026 with the following dates:

- January 12th
- April 13th
- July 13th
- September 14th
- December 14th

These dates correspond to regularly scheduled City Council meeting dates, which allows the EDA meeting to take place before or immediately after the City Council meeting, as necessary. Additional meetings can be scheduled throughout the year to review pertinent EDA business. The EDA has the ability to cancel or add meetings as needed, as long as all notice requirements are met.

Attachments:

None

MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY STAFF REPORT

Meeting Date December 8, 2025

REPORT TO: Michael Sable, Executive Director

REPORT FROM: Danette Parr, Assistant Executive Director

PRESENTER: Danette Parr, Assistant Executive Director

AGENDA ITEM: Business Retention, Expansion and Attraction Discussion

Action Requested: Motion Discussion Public Hearing

Form of Action: Resolution Ordinance Contract/Agreement Proclamation

Summary:

Since 2023, the City of Maplewood has worked with the St. Paul Area Chamber (SPAC) to assist with scheduling and conducting Business Retention, Expansion and Attraction (BRE&A) meetings in the Maplewood business community. As the City undertakes new economic development initiatives, this is an appropriate time to evaluate BRE&A activities going forward. Staff is seeking feedback regarding the business outreach approach and whether the City should continue contracting with the St. Paul Area Chamber or transition this work in-house as a city staff function in 2026.

Recommended Action:

The item is for discussion purposes only.

Fiscal Impact:

Is There a Fiscal Impact? No Yes, the true or estimated cost is \$10,000 per year for contracted BRE&A services with the St Paul Area Chamber.

Financing source(s): Adopted Budget Budget Modification New Revenue Source
 Use of Reserves Other: n/a

Strategic Plan Relevance:

Safety Focus Area:
 Sustainability Focus Area:
 Development Focus Area: Grow a vibrant and resilient business community

The purpose of BRE&A efforts is to support and expand the Maplewood business community.

Background:

An important part of supporting the Maplewood business community is connecting with them through BRE&A meetings. These meetings tend to focus on the following areas:

- Demonstrate to businesses that the City supports and appreciates their presence.
- Get an understanding of any immediate barriers, challenges and opportunities.
- Collect baseline business data that will help inform the City on the business climate.

- Build a relationship with the business community to foster growth and expansion in the City.

In 2017, there were renewed efforts made by chambers and economic development agencies to contract with cities to assist with BRE&A work. To expand its capacity, the City entered into a professional service agreement with SPAC to assist with BRE&A efforts. The agreement stated the following scope of services would be conducted by SPAC each year:

- Guide the recruitment of a BRE&A participant pool.
- Work with city staff to identify businesses to be contacted for interviews.
- Provide administrative support in scheduling visits.
- Participate in no fewer than 15 and no more than 20 business visits.
- Transcribe notes from each visit and deliver to city contact person.
- Coordinated reporting of regional business and real estate activity.
- Year-end report, detailing BRE&A findings and recommendations.

SPAC is requesting a new Professional Services Agreement for January 1, 2026 to December 31, 2026 (attached). The only change of service shows a decrease in business visits to no fewer than 12 and no more than 20 business visits, versus the current language of no fewer than 15 and no more than 20 business visits.

In recent years BRE&A efforts have focused on conducting business visits with ten different Maplewood businesses each year and meeting annually with the following community anchors:

- St John's Hospital
- 3M
- Maplewood Mall
- Independent School District 622
- Independent School District 623

As the EDA discusses BRE&A efforts, staff would appreciate feedback on the following questions:

1. Are there any business sectors or geographic areas to focus on in 2026?
2. Is the number of businesses and frequency still appropriate?
3. Should the City continue to contract with the St Paul Area Chamber to conduct this work or rather bring it fully in-house as a city staff function in 2026?

Attachments:

1. Proposed 2026 Professional Services Agreement

ST. PAUL AREA CHAMBER WORKSTREAM

Professional Services Agreement

This is an agreement between the St. Paul Area Chamber (SPAC) and the City of Maplewood (the City) regarding business retention, expansion, and attraction (BRE&A).

Term

The term of this Agreement is from January 1, 2026 to December 31, 2026.

Scope of Service

SPAC will perform the services outlined, including:

- Guide the recruitment of a BRE&A participant pool (if applicable).
- Work with city staff to identify businesses to be contacted for interviews.
- Provide administrative support in scheduling visits.
- Participate in no fewer than 12 and no more than 20 business visits.
- Transcribe notes from each visit and deliver to city contact person.
- Coordinated reporting of regional business and real estate activity.
- Year-end report, detailing BRE&A findings and recommendations.

SPAC shall make every reasonable effort to maintain sufficient staff, facilities, and equipment to deliver the services, and will notify the City in a reasonable timeframe if it believes it will be unable to provide the services outlined above.

Value Proposition:

With SPAC, the City will join a region-wide conversation about BRE&A and will have access to information that otherwise would be difficult to collect. The value of working with SPAC is outlined below:

- Regional business intelligence
- Entre' into more businesses
- Year-end reporting
- Capacity building
- Coordinated regional real estate intel/outreach
- Minority business connections and access
- Administrative support in scheduling

Cost

The City will pay SPAC \$10,000 to provide these services as follows: \$5,000 to be invoiced starting January 1, 2026 with the last payment to be invoiced when final report is submitted.

Payment shall be made within 35 calendar days from receipt of invoice. Payment of interest and disputes regarding payment shall be governed by Minnesota Statutes § 471.425.

Data

All data and intellectual property stored in SPAC’s system is the exclusive property to SPAC.

Indemnification

The City shall indemnify, hold harmless and defend SPAC, its officials, agents, and employees against any and all liability, losses, costs, damages, expenses, claims or actions, including reasonable attorney’s fees, which SPAC, its officials, agents, or employees may sustain, rising out of or by reason of any act or omission of the City, its contractors and their officers, agents, or employees, in the execution, performance, or failure to adequately adhere to or perform the City’s obligations pursuant to this Agreement.

Amendments and Alterations

Any amendment, alteration, modification, or waiver of this Agreement or its provisions shall be valid only after it has been reduced to writing and signed by both parties.

Termination

SPAC may immediately terminate this Agreement if any proceeding or other action is filed by or against the City relating to insolvency, bankruptcy, or relief of debtors.

If the City violates any material terms or conditions of this Agreement SPAC may, without prejudice to any right or remedy, give the City seven calendar days’ written notice of its intent to terminate this Agreement, specifying the asserted breach. If the City fails to cure the deficiency within the seven-day cure period, this Agreement shall terminate upon expiration of the cure period.

Signed:

B Kyle
CEO
St. Paul Area Chamber
Date

Michael Sable
City Manager
City of Maplewood
Date:

MAPLEWOOD ECONOMIC DEVELOPMENT AUTHORITY STAFF REPORT

Meeting Date December 8, 2025

REPORT TO: Michael Sable, Executive Director

REPORT FROM: Danette Parr, Assistant Executive Director

PRESENTER: Danette Parr, Assistant Executive Director

AGENDA ITEM: Rice Larpenteur Alliance Funding

Action Requested: Motion Discussion Public Hearing

Form of Action: Resolution Ordinance Contract/Agreement Proclamation

Summary:

The City of Maplewood participates in the Rice Larpenteur Alliance (RLA) along with the cities of Roseville and St. Paul, and also Ramsey County. In February 2025, City Council approved the 2025 Cooperative Funding Agreement for Rice Larpenteur Alliance (attached) to continue its participation in the alliance comprised of residents, businesses, community groups, stakeholders, as well as city and county elected officials and staff. However, it was determined that future financial support for the RLA should be discussed further as a part of the 2026 EDA budget discussion.

Recommended Action:

Motion to support the continued participation in the Rice Larpenteur Alliance for the next three years at a level of \$20,000 each year for 2026, 2027, and 2028.

Fiscal Impact:

Is There a Fiscal Impact? No Yes, the true or estimated cost is \$20,000

Financing source(s): Adopted Budget Budget Modification New Revenue Source
 Use of Reserves Other: n/a

Strategic Plan Relevance:

Safety Focus Area:

Sustainability Focus Area:

Development Focus Area: Grow a vibrant and resilient business community

The RLA works in collaboration to assure the Rice Street and Larpenteur Avenue Gateway Corridor is a safe, engaging, and inviting business neighborhood center.

Background:

The cities of Maplewood, Roseville, and Saint Paul, and Ramsey County have been working collaboratively to bring attention to the Rice Street and Larpenteur Avenue neighborhoods. After completion of the multi-jurisdictional visioning plan in 2018 for the Rice Larpenteur neighborhood, the cities and the county collectively approved a cooperative funding agreement in 2019 and

retained the St. Paul Area Chamber (SPAC) to lead the implementation phase of the vision plan. The funding agreement details that each agency partner would contribute financial support to satisfy contractual fees and expenses incurred by the Professional Services Agreement. Maplewood contributes 8 percent to the overall RLA expenses, while St. Paul contributes 60 percent and Roseville contributes 32 percent. The 2025 cooperative funding agreement is attached. In addition, Maplewood has provided an extra \$7,000 for 2023 and \$7,500 for 2024 to support the Winter Warm Up event held each December, helping to enhance the experience and cover event expenses.

If the EDA wishes to modify its future timing of participation as a funding entity and/or level of funding, staff will work with RLA leadership and partnership organizations to modify future cooperative funding agreements to reflect the wishes of the EDA.

Attachments:

1. 2025 Cooperative Funding Agreement for Rice Larpenteur Alliance

**COOPERATIVE FUNDING AGREEMENT
RICE ST AND LARPENTEUR AVE GATEWAY ALLIANCE CONSULTING SERVICES**

THIS COOPERATIVE FUNDING AGREEMENT is between the City of Maplewood, the City of St. Paul and the City of Roseville (collectively referred to as “Collaborative Agency Partners” or “Parties” and individually as “Collaborative Agency Partner” or “Party”) as of the last date of signature of the parties below.

WHEREAS, the Collaborative Agency Partners border each other in an area approximately located at the intersection of Rice Street and Larpenteur Avenue in Ramsey County, Minnesota (“Border Area”);

WHEREAS, the Collaborative Agency Partners have a mutual interest in identifying critical redevelopment and reinvestment opportunities within the Border Area and across municipal boundaries;

WHEREAS, the Collaborative Agency Partners individually adopted the Rice and Larpenteur Gateway Area Vision Plan (“Visioning Plan”) in 2018;

WHEREAS, each Collaborative Agency Partner has contributed financial support to fund the professional services necessary to build a Rice and Larpenteur Alliance to execute the Visioning Plan;

WHEREAS, the Collaborative Agency Partners issued a Request for Proposals for consulting services to begin implementation of the Visioning Plan on January 7, 2019; and

WHEREAS, the Collaborative Agency Partners interviewed finalists on February 12, 2019 and unanimously selected the Saint Paul Area Chamber of Commerce to lead the implementation phase of the Visioning Plan; and

WHEREAS, the Saint Paul Area Chamber of Commerce has adequately performed duties assigned between March 2019 and March 2024, and

WHEREAS, the Collaborative Agency Partners unanimously agree to renew the contract with the Saint Paul Area Chamber of Commerce for March 2, 2025-March 1, 2026, and

WHEREAS, the Collaborative Agency Partners desire to centralize the funding of such professional services to the Saint Paul Area Chamber of Commerce through a Contract Manager; and,

WHEREAS, the Collaborative Agency Partners desire to memorialize in writing their respective obligations through this Cooperative Funding Agreement.

NOW, THEREFORE, intending to be bound by the mutual promises and obligations contained herein, the parties hereby agree as follows:

1. Contract Manager. The City of Roseville shall serve as the Contract Manager for the purposes of this Agreement and hereby agrees to the following obligations:

- A. The Contract Manager shall solicit, execute, and manage a Professional Services Agreement with the Saint Paul Area Chamber of Commerce to continue implementation of the Visioning Plan.
- B. Prior to execution of such Professional Services Agreement, the Contract Manager shall consult with representatives of each Collaborative Agency Partner to determine the appropriate desired scope of services, identity of the design firm, and material contractual terms.
- C. Disburse payments to the Saint Paul Area Chamber of Commerce from funds collected pursuant to Section 2 below in an amount not to exceed \$125,000.

2. Financial Contributions. The Collaborative Agency Partners shall each contribute financial support to satisfy contractual fees and expenses incurred by the Professional Services Agreement referenced in Section 1 above. Such financial support shall be proportionate to the following methodology:

- A. The City of Saint Paul shall contribute \$75,000.00 (60%).
- B. The City of Maplewood shall contribute \$10,000.00 (8%).
- C. The City of Roseville shall contribute \$40,000.00 (32%).

Each Collaborative Agency Partner shall remit its proportional financial contribution to the Contract Manager no later than March 31, 2025.

In the event total contractual disbursements pursuant to the Professional Services Agreement under Section 1 result in unused funds, such remaining amount shall be refunded to the Collaborative Agency Partners in the same proportional methodology as their financial contributions.

In the event total contractual disbursements pursuant to the Professional Services Agreement under Section 1 result in the Collaborative Agency Partners contributing additional financial support, an amendment to this agreement and the Professional Services Agreement shall occur.

3. Indemnification. Pursuant to Minn. Stat. § 471.59, Subd.1a.(a) each Party will be responsible for its own acts and omissions and those of its officers, agents and employees with respect to any claims, lawsuits, attorney fees or expenses for personal or property damages, losses or injuries, resulting from any activities undertaken pursuant to this Agreement. Nothing herein is intended or shall result in a waiver of the defenses or immunities, or monetary limits on damages that each is entitled to by law.

4. Liability Limitations. It is understood and agreed that the Parties' liability shall be limited by the provisions of Minnesota Statutes, chapter 466, and/or other applicable law. The hold harmless provision of this Agreement does not constitute a waiver by any Party of any limitations on liability provided under Minnesota Statutes, section 466.04, as amended. To the fullest extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, section 471.59, subdivision 1a(a) as amended. Each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Parties. Each Party agrees to promptly notify the other Parties if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, involving or reasonably likely to involve the other Parties, and arising out of acts or omissions related to this Agreement.

5. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

6. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by all Parties.

7. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in Ramsey County, Minnesota.

8. Government Data/Privacy. Each Party, its employees, officials and agents, agree to abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, and as any of the same may be amended.

9. Waiver. The waiver by any Party of any breach or failure to comply with any provision of this Agreement by another Party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

10. Notices. All notices and other communications pursuant to this Agreement must be in writing and must be given by registered or certified mail, postage prepaid, or delivered by hand at the addresses set forth below:

To Roseville: City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

To Maplewood: City of Maplewood
1830 County Road B East.
Maplewood, MN 55109

To Saint Paul: City of Saint Paul
15 Kellogg Boulevard West
Saint Paul, MN 55102
Attn: PED

11. Savings Clause. If any court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect and each remaining term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted.

12. Counterparts. The Parties may sign this Agreement in counterparts, each of which constitutes an original, but all of which together constitute one instrument.

13. Electronic Signatures. The Parties agree that the electronic signature of a Party to this Agreement shall be as valid as an original signature of such Party and shall be effective to bind such Party to this Agreement. The Parties further agree that any document (including this Agreement and any attachments or exhibits to this Agreement) containing, or to which there is affixed, an electronic signature shall be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, “electronic signature” also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any Party’s failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.

14. Effective Date. This Agreement is effective on the date last executed by one of the Parties below.

IN WITNESS WHEREOF, the City of Roseville, as to role of Contract Manager, and Collaborative Agency Partners have caused this Cooperative Funding Agreement to be executed by their duly authorized representatives.

CITY OF ROSEVILLE

By: 

Dan Roe
Its: Mayor
Date: Mar 5, 2025

By: 

Patrick Trudgeon
Its: City Manager
Date: Mar 5, 2025

CITY OF SAINT PAUL

Approved as to form:

David Sawyer
David Sawyer (Mar 6, 2025 11:21 CST)
Assistant City Attorney

By: *Jaime Rae Tincher*
Jaime Rae Tincher (Mar 6, 2025 18:13 CST)
Its: Mayor / Deputy Mayor
Date: Mar 6, 2025

By: *[Signature]*
John McCarthy
Its: Director, Office of Financial Services
Date: Mar 6, 2025

CITY OF MAPLEWOOD

By: *Marylee Abrams*
Marylee Abrams (Feb 25, 2025 13:51 CST)
Marylee Abrams
Its: Mayor
Date: 25/02/2025

By: *Michael Sable*
Michael Sable (Feb 25, 2025 15:28 CST)
Michael Sable
Its: City Manager
Date: 25/02/2025

2025 RLA Cooperative Funding Agreement

Final Audit Report

2025-03-07

Created:	2025-03-05
By:	Rachael Weiker (rachael.weiker@ci.stpaul.mn.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAySHRb6SCnXGXARVRx1WSokfACqZLBou

"2025 RLA Cooperative Funding Agreement" History

-  Document created by Rachael Weiker (rachael.weiker@ci.stpaul.mn.us)
2025-03-05 - 8:34:22 PM GMT
-  Document emailed to Patrick Trudgeon (patrick.trudgeon@cityofroseville.com) for signature
2025-03-05 - 8:34:27 PM GMT
-  Email sent to Patrick Trudgeon (patrick.trudgeon@cityofroseville.com) bounced and could not be delivered
2025-03-05 - 8:34:32 PM GMT
-  Rachael Weiker (rachael.weiker@ci.stpaul.mn.us) replaced signer Patrick Trudgeon (patrick.trudgeon@cityofroseville.com) with Patrick Trudgeon (pat.trudgeon@cityofroseville.com)
2025-03-05 - 8:37:58 PM GMT
-  Document emailed to Patrick Trudgeon (pat.trudgeon@cityofroseville.com) for signature
2025-03-05 - 8:37:59 PM GMT
-  Email sent to Patrick Trudgeon (patrick.trudgeon@cityofroseville.com) bounced and could not be delivered
2025-03-05 - 8:38:02 PM GMT
-  Email viewed by Patrick Trudgeon (pat.trudgeon@cityofroseville.com)
2025-03-05 - 10:11:44 PM GMT
-  Document e-signed by Patrick Trudgeon (pat.trudgeon@cityofroseville.com)
Signature Date: 2025-03-05 - 10:12:58 PM GMT - Time Source: server
-  Document emailed to Dan Roe (dan.roe@cityofroseville.com) for signature
2025-03-05 - 10:12:59 PM GMT
-  Email viewed by Dan Roe (dan.roe@cityofroseville.com)
2025-03-05 - 10:37:13 PM GMT
-  Document e-signed by Dan Roe (dan.roe@cityofroseville.com)
Signature Date: 2025-03-05 - 10:39:08 PM GMT - Time Source: server

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2025-03-05 - 10:39:10 PM GMT

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2025-03-06 - 3:29:40 PM GMT

 Document e-signed by Dan Stahley (dan.stahley@ci.stpaul.mn.us)
Signature Date: 2025-03-06 - 3:29:57 PM GMT - Time Source: server

 Document emailed to John McCarthy (john.mccarthy@ci.stpaul.mn.us) for signature
2025-03-06 - 3:29:58 PM GMT

 Email viewed by John McCarthy (john.mccarthy@ci.stpaul.mn.us)
2025-03-06 - 3:39:52 PM GMT

 Document e-signed by John McCarthy (john.mccarthy@ci.stpaul.mn.us)
Signature Date: 2025-03-06 - 3:40:03 PM GMT - Time Source: server

 Document emailed to Jaime Tincher (jaime.tincher@ci.stpaul.mn.us) for signature
2025-03-06 - 3:40:05 PM GMT

 Email viewed by Jaime Tincher (jaime.tincher@ci.stpaul.mn.us)
2025-03-07 - 0:12:58 AM GMT

 Signer Jaime Tincher (jaime.tincher@ci.stpaul.mn.us) entered name at signing as Jaime Rae Tincher
2025-03-07 - 0:13:57 AM GMT

 Document e-signed by Jaime Rae Tincher (jaime.tincher@ci.stpaul.mn.us)
Signature Date: 2025-03-07 - 0:13:59 AM GMT - Time Source: server

 Agreement completed.
2025-03-07 - 0:13:59 AM GMT