

**PORT AUTHORITY OF THE CITY OF SAINT PAUL  
MINUTES OF THE REGULAR CREDIT COMMITTEE  
OCTOBER 24, 2023**

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The meeting was called to order by Chair Mullin at 1:45 p.m. in the Board Room of the Saint Paul Port Authority, 400 Wabasha Street No., Suite 240, Saint Paul, Minnesota 55102.

The following Committee Members were present:

Don Mullin	Matt Slaven	John Marshall
John Bennett	Angela Riffe	Trinidad Uribe*

\* Attended the meeting virtually.

Also present were the following:

Amanda Bauer	Rick Howden	Todd Hurley
Holly Huston	Sarah Illi	Bruce Kessel
Annamarie Kosel	Dana Krueger	Emily Lawrence
Cathy Mohr	Andrea Novak	Kathryn Sarnecki
Kristine Williams	Linda Williams	
Amy Brendmoen, City of Saint Paul		
Rebecca Noecker, City of Saint Paul		

**APPROVAL OF MINUTES**

Committee Member Slaven made a motion to approve the minutes of the September 26, 2023 Credit Committee meeting. The motion was seconded by Committee Member Marshall, submitted to a roll call vote, and carried unanimously.

**CONFLICT OF INTEREST**

There were no conflicts with any of the items on the agenda.

**NEW BUSINESS**

**AUTHORIZATION TO APPLY FOR CONTAMINATION CLEANUP GRANT  
FUNDS ON BEHALF OF J&L WIRE CLOTH AND AMERICAN SPRING WIRE  
CORPORATION FOR THEIR WIRE MILL EXPANSION AND UPGRADE PROJECT**

Mr. Howden reviewed his memorandum with the Committee requesting approval to apply to, and accept from, the Minnesota Department of Employment and Economic Development for up to \$350,000 and Ramsey County Environmental Response Fund for up to \$60,000 in Contamination Cleanup Grant funds for J&L Wire Cloth and American Spring Wire Corporation's Wire Mill Expansion & Upgrade Project. Committee Member Riffe made a motion

to approve the request. The motion was seconded by Committee Member Slaven, submitted to a roll call vote, and carried unanimously.

**COMMISSIONER PRESENCE AT COMMITTEE MEETINGS**

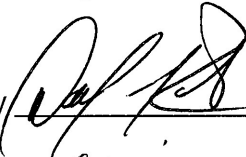
Ms. Lawrence reviewed her memorandum with the Committee requesting adoption of the proposed resolution permitting all commissioners to attend any committee meeting and comment on matters presented at such meeting without having committee voting rights. Committee Member Marshall made a motion to approve the request. The motion was seconded by Committee Member Bennett, submitted to a roll call vote, and carried unanimously.

**OTHER BUSINESS**

**QUARTERLY REPORT ON OUTSIDE FUNDED PACE PROJECTS – 3Q/2023**

Ms. Huston reviewed her report on outside funded PACE projects for the 3<sup>rd</sup> quarter of 2023. Chair Mullin thanked Ms. Huston for providing this report.

There being no further business, the meeting was adjourned at 1:58 p.m.

By  \_\_\_\_\_  
Its Chair \_\_\_\_\_

**Credit Committee**

October 24, 2023 – 1:45 p.m.

400 Wabasha Street No., Suite 240 | Saint Paul, MN 55102

Chair Mullin is calling a meeting of the Credit Committee for **Tuesday, October 24, 2023, at 1:45 p.m.** in the Board Room of the Saint Paul Port Authority, 400 Wabasha Street No., Suite 240, St. Paul, MN.

The attendance for one or more of the Credit Committee Members at the October 24, 2023 meeting will be by telephone conference. Accordingly, for this Credit Committee meeting, any person from the public may also participate by telephone conference, from a different location than the physical location of the meeting. Members of the public may monitor this meeting by calling 651-395-7858, Conference ID: 848 696 199#.

The purpose of the meeting is:

**Minutes**

Approval of the Minutes from the September 26, 2023 Credit Committee Meeting

**Conflicts of Interest**

Conflicts with any Items on the Agenda

**Agenda Items**

1. Authorization to Apply for Contamination Cleanup Grant Funds on Behalf of J&L Wire Cloth and American Spring Wire Corporation for their Wire Mill Expansion & Upgrade Project
2. Commissioner Presence at Committee Meetings

**Such Other Business That May Come Before the Committee**

1. Quarterly Report on Outside Funded PACE Projects – 3Q/2023

cc: Press  
City Clerk

**SAINT PAUL PORT AUTHORITY  
MINUTES OF THE REGULAR CREDIT COMMITTEE MEETING  
SEPTEMBER 26, 2023**

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The regular meeting of the Port Authority Credit Committee was held on September 26, 2023, at 1:36 p.m. in the Board Room of the Saint Paul Port Authority, 400 Wabasha Street, Suite 240, Saint Paul, Minnesota 55102.

The following Committee Members were present:

Don Mullin	Matt Slaven	John Marshall
John Bennett	Angela Riffe	

Also, present were the following:

Amanda Bauer	Todd Hurley	Holly Huston
Sarah Illi	Annamarie Kosel	Dana Krueger
Emily Lawrence	Cathy Mohr	Andrea Novak
Kathryn Sarnecki	Laurie Siever	Kristine Williams
Linda Williams		
Ayesha Khan, City of Saint Paul		
Nan Kafka, WSCO Land Use Committee		
Karen Reed, WSCO Land Use Committee		

**APPROVAL OF MINUTES**

Committee Member Bennett made a motion to approve the minutes of the August 22, 2023 Credit Committee meeting. The motion was seconded by Committee Member Riffe and carried unanimously.

**CONFLICTS OF INTEREST**

There were no conflicts of interest with any of the items on the agenda.

**AGENDA ITEMS**

**FERNHOLZ FAMILY LIMITED PARTNERSHIP – APPROVAL OF A \$159,391 PACE TRILLION BTU LOAN**

Ms. Huston reviewed her memorandum with the Committee requesting approval to initiate a PACE loan funded by Trillion BTU based on the terms below for approximately \$159,391 with Fernholz Family Limited Partnership for the installation of solar panels on their agricultural property located at 2484 Hwy 40, Madison, Minnesota 56256. Committee Member Marshall made a motion to approve the request. The motion was seconded by Committee Member Riffe and carried unanimously.

**APPROVAL OF A LEASE AMENDMENT, RENEWAL AND RENTAL  
RATE ADJUSTMENT – DISTRICT ENERGY ST. PAUL, INC. – SOUTHPORT TERMINAL**

Ms. Williams reviewed her memorandum with the Committee requesting approval of a Lease Amendment, Renewal and Rental Rate Adjustment for District Energy St. Paul, Inc. to continue leasing

112,707 square feet of land in the Southport Terminal at 571 Barge Channel Road, Saint Paul, Minnesota. Committee Member Slaven made a motion to approve the request. The motion was seconded by Committee Member Riffe and carried unanimously.

**AUTHORIZATION TO APPLY AND ACCEPT SPECIAL  
APPROPRIATION FUNDING FOR REDEVELOPMENT OF THE HEIGHTS**

Ms. Illi reviewed Mr. Howden’s memorandum with the Committee requesting authorization to apply to, and accept from, the Minnesota Department of Employment and Economic Development (“DEED”) the sum of \$11,000,000 in Special Appropriation funds for the redevelopment of The Heights (f/k/a Hillcrest Redevelopment Site), an approximately 112-acre site located at 2200 Larpenteur Avenue East in Saint Paul, Minnesota. Committee Member Bennett made a motion to approve the request. The motion was seconded by Committee Member Slaven and carried unanimously.

**SUCH OTHER BUSINESS**

There being no further business, the meeting was adjourned at 1:49 p.m.

By: \_\_\_\_\_

Its: \_\_\_\_\_

## MEMORANDUM

**To:** CREDIT COMMITTEE  
BOARD OF COMMISSIONERS

**Meeting Date:** October 24, 2023

**From:** Rick Howden 

**Subject:** AUTHORIZATION TO APPLY FOR CONTAMINATION CLEANUP GRANT FUNDS ON BEHALF OF J&L WIRE CLOTH AND AMERICAN SPRING WIRE CORPORATION FOR THEIR WIRE MILL EXPANSION & UPGRADE PROJECT  
RESOLUTION NO. 4754

**Action Requested:**

The Port Authority of the City of Saint Paul (the “Port Authority”) seeks authorization to apply to, and accept from, the Minnesota Department of Employment and Economic Development for up to \$350,000 and Ramsey County Environmental Response Fund for up to \$60,000 in Contamination Cleanup Grant funds for J&L Wire Cloth and American Spring Wire Corporation’s Wire Mill Expansion & Upgrade Project.

**Background:**

The Minnesota Department of Employment and Economic Development (“DEED”) and Ramsey County Environmental Response Funds are grant programs to fund the investigation and remediation of contaminated properties. Only public agencies are eligible to apply on a competitive basis for these funds to be used for both publicly and privately-owned sites with known or suspected soil or groundwater contamination. Remediation grant funds have proven to be essential in redeveloping Brownfield properties with business centers and providing developable land for companies to locate, expand and grow jobs.

J&L Wire Cloth and American Spring Wire Corporation (“J&L”) is a leading manufacturer that has been providing customers with quality products made in the U.S.A for more than 40 years located in the Port Authority’s Riverview Business Center. J&L has been working with Greater MSP, the City of Saint Paul, and DEED to secure additional non-cleanup funding support for the expansion project including DEED’s Job Creation Fund, Minnesota Investment Fund, and Automation Fund.

J&L plans to construct a 30,000 square-foot slab-on-grade industrial building in the central portion of the property after demolishing the existing structures. The existing structures consist of an 8,275 square foot shop building, another 3,000 square foot shop building and a 2,850 square foot quonset hut. J&L will be adding approximately ten FTE jobs to this one-acre underutilized light-industrial property. Paved parking areas will surround the building and a sub-surface storm water retention basin will be constructed beneath the driveway along the eastern

## MEMORANDUM

side of the new building to manage runoff from the paved surfaces and roof of the proposed building.

Grant funding will be used for excavation, transportation, and disposal of contaminated soil, as well as oversight, engineering, and reporting for soil remediation. Soil remediation will be conducted according to a Response Action Plan approved by Minnesota Pollution Control Agency.

The Port Authority intends to submit applications for funding from DEED and Ramsey County, on behalf of J&L, to complete the environmental remediation required for their Wire Mill Expansion & Upgrade project. To apply for funding, a resolution is required from the Port Authority Board of Commissioners authorizing the applications. The applications do not include any financial commitments from the Port Authority, and J&L will be responsible for all local match requirements stipulated by agreement, in the event funding is awarded.

**Recommendation:**

We recommend approval of a resolution authorizing the Port Authority to apply to, and accept from, the Minnesota Department of Employment and Economic Development for up to \$350,000 and Ramsey County Environmental Response Fund for up to \$60,000 in Contamination Cleanup Grant funds for the Wire Mill Expansion & Upgrade.

**RESOLUTION OF THE  
PORT AUTHORITY OF THE CITY OF SAINT PAUL**

**AUTHORIZATION TO APPLY FOR CONTAMINATION CLEANUP GRANT FUNDS ON  
BEHALF OF J&L WIRE CLOTH AND AMERICAN SPRING WIRE CORPORATION FOR  
THEIR WIRE MILL EXPANSION & UPGRADE PROJECT**

WHEREAS, the Port Authority of the City of Saint Paul is a public body corporate and politic organized pursuant to Chapter 469 of Minnesota Statutes;

WHEREAS, the Port Authority's Board of Commissioners ("Board") are appointed by the Mayor of the City of Saint Paul subject to the approval of the Council of the City of Saint Paul;

WHEREAS, two of the Port Authority Commissioners must be members of the Council of the City of Saint Paul;

WHEREAS, said members of the Council of the City of Saint Paul serve on the Port Authority Board so long as they continue to be members of the Council of the City of Saint Paul;

WHEREAS, the district of the Port Authority is the City of Saint Paul;

WHEREAS, under Minn. Stat. §§ 469.048 to 469.061, the Port Authority has the powers and duties conferred upon all port authorities;

WHEREAS, under Minn. Stat. § 469.084, Subds. 1 to 15, the Port Authority of the City of Saint Paul has additional statutory duties and powers including powers related to recreational facilities and small business capital;

WHEREAS, under Minn. Stat. § 469.084, Subd. 8, the Port Authority of the City of Saint Paul, furthermore, has the power of and is authorized to do what a redevelopment agency may do or must do under sections 469.152 to 469.165 (Municipal Industrial Development);

WHEREAS, the Port Authority of the City of Saint Paul has undertaken numerous redevelopment projects of industrial sites in the City of Saint Paul;

WHEREAS, the Port Authority seeks authorization to submit a grant application to the Minnesota Department of Employment and Economic Development (DEED) for a grant of up to \$350,000; and to Ramsey County for up to \$60,000 to fund contamination cleanup costs at J&L Wire Cloth and American Spring Wire Corporation located at 252 Water Street in Saint Paul, Minnesota;



WHEREAS, the site is located in a duly authorized and created Industrial Development District (IDD) as a part of an IDD created by the Port Authority prior to the Port Authority's acceptance and disbursement of the grant funds;

WHEREAS, the contamination cleanup of the J&L Wire Cloth property is consistent with the City of Saint Paul's comprehensive plan for land use in the area;

WHEREAS, The Wire Mill Expansion & Upgrade contamination cleanup project furthers industrial development and job creation in the City of Saint Paul;

WHEREAS, the Port Authority finds that the Wire Mill Expansion & Upgrade contamination cleanup project will not occur through private or other public investment within the reasonably foreseeable future without this grant funding; and

WHEREAS, the Port Authority represents that it has undertaken reasonable and good faith efforts to procure funding from other sources.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PORT AUTHORITY OF THE CITY OF SAINT PAUL that the President or his designee is hereby authorized on behalf of the Port Authority to make a grant applications to the Minnesota Department of Employment and Economic Development for a grant of up to \$350,000 and to Ramsey County for up to \$60,000 to fund contamination cleanup costs at J & L Wire Cloth located at 252 Water Street in Saint Paul, Minnesota.

BE IT FURTHER RESOLVED that the President or his designee is hereby authorized to enter into such documents as are necessary for the acceptance of said grants in the amount awarded to the Port Authority.

BE IT FURTHER RESOLVED that the Port Authority of the City of Saint Paul has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the Port Authority of the City of Saint Paul has not violated any federal, state, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that if the Port Authority is awarded a grant by the State or Ramsey County, the Port Authority of the City of Saint Paul will be the grantee and agrees to act as legal sponsor to administer and be responsible for grant funds expended for the project, and may enter into an agreement with the State of Minnesota and Ramsey County for the above-referenced project, and that the Port Authority of the City of Saint Paul certifies that it will comply with all applicable laws and regulations as stated in such contract agreements.

BE IT FURTHER RESOLVED that the President of the Port Authority of the City of Saint Paul, or his designee, is hereby authorized to execute such agreements or take any

other such actions as are necessary to implement the project on behalf of the Port Authority of the City of Saint Paul.

I certify that the above resolution was adopted by the Board of Commissioners of the Port Authority of the City of Saint Paul on October 24, 2023.

PORT AUTHORITY OF THE  
CITY OF SAINT PAUL

By \_\_\_\_\_  
Its Chair


ATTEST:

By \_\_\_\_\_  
Its Secretary

## MEMORANDUM

**To:** CREDIT COMMITTEE  
BOARD OF COMMISSIONERS

**Meeting Date:** October 24, 2023

**From:** Emily Lawrence 

**Subject:** COMMISSIONER PRESENCE AT COMMITTEE MEETINGS  
RESOLUTION NO. 4755

**Action Requested:**

Adoption of proposed resolution permitting all commissioners to attend any committee meeting and comment on matters presented at such meeting without having committee voting rights.

**Background and Current Status:**

The Port Authority Bylaws permit the Board to establish, and the Board has so established, committees to assist the Board in undertaking its governance duties and responsibilities and to make recommendations to the Board for further Board action.

The Board's current preferred operational practice is to hold committee meetings immediately prior to the Board meeting. Due to this scheduling, commissioners who are not members of a committee may be present in the Board room during the committee meeting while waiting for the Board meeting to start.

Efficiencies would exist if commissioners who are non-committee members are permitted to comment on, but not vote on, matters discussed by the committee in real time in the midst of committee discussion. The Board's current practice requires non-committee members to hold any comments until the full Board meeting, which occurs directly after the committee meeting.

Such a change in operational practice would not add additional voting members to the committee or alter quorum requirements set forth in the Port Authority's Bylaws.

**Recommendation:**

We recommend adoption of the attached proposed resolution permitting all commissioners to attend any committee meeting and comment on matters presented at such meeting without having committee voting rights.

Attachment: Proposed Resolution

**RESOLUTION OF THE  
PORT AUTHORITY OF THE CITY OF SAINT PAUL**

**[COMMISSIONER PRESENCE AT COMMITTEE MEETINGS]**

WHEREAS, the Port Authority of the City of Saint Paul (the “Port Authority”) is a public body corporate and politic organized pursuant to Chapter 469 of Minnesota Statutes;

WHEREAS, under Minn. Stat. § 469.055, the Port Authority shall (1) promote the general welfare of the port district, and of the port as a whole; (2) try to increase the volume of the port's commerce; (3) promote the efficient, safe, and economical handling of the commerce; and (4) provide or promote adequate docks, railroad and terminal facilities open to all on reasonable and equal terms for the handling, storage, care, and shipment of freight and passengers to, from, and through the port;

WHEREAS, the Port Authority Bylaws permit the Board to establish, and the Board has so established, committees to assist the Board in undertaking its governance duties and responsibilities and to make recommendations to the Board for further Board action; and

WHEREAS, due to operational, practical, and efficiency considerations, the Board would like to clarify that it desires to permit all Board commissioners to be present at and comment on matters discussed at all committee meetings, while recognizing that commissioners who are not members of a committee shall not have voting rights.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PORT AUTHORITY OF THE CITY OF SAINT PAUL, that any commissioner may be present at and comment on matters discussed at a meeting of a committee of the Board. If a commissioner is not a member of such committee, however, he or she shall not be entitled to vote on any matters presented to the committee and shall not constitute committee membership to determine a quorum.

BE IT FURTHER RESOLVED, that the President or anyone acting under his direction is hereby authorized and directed to take any actions or execute any documents needed to effectuate the purpose of this resolution.

Adopted: October 24, 2023

PORT AUTHORITY OF THE  
CITY OF SAINT PAUL

By \_\_\_\_\_  
Its Chair

ATTEST:

By \_\_\_\_\_  
Its Secretary

**MEMORANDUM**

**To:** CREDIT COMMITTEE

**Meeting Date:** October 23, 2023

**From:** Holly Huston *HH*

**Subject:** Quarterly Report on Outside Funded PACE Projects – 3Q/2023

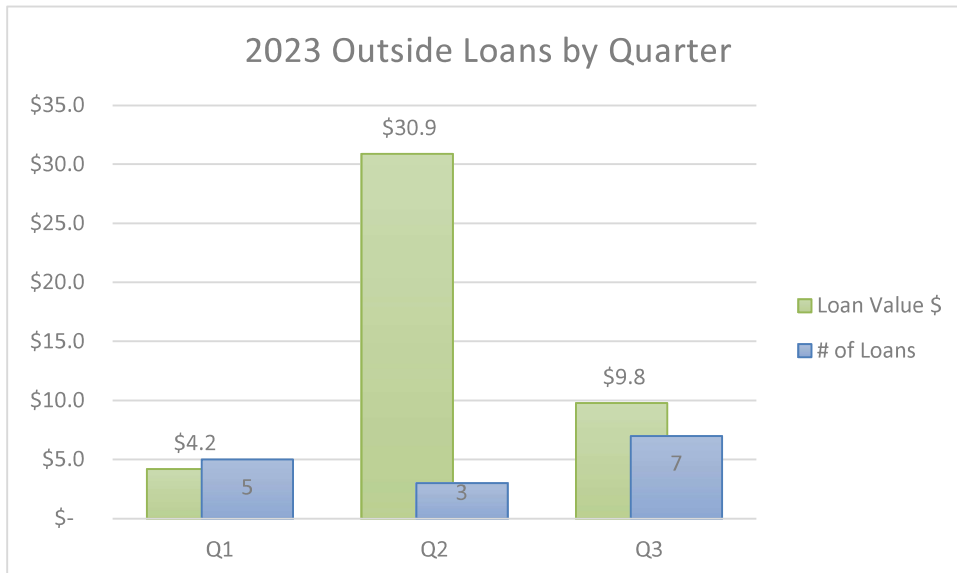
**2023 Outside Funded PACE Loans**

Quarter 3 Details:

- 7 externally funded PACE loans, a total value of \$9.8M.
- Inland Green Capital closed their first deal in Minnesota.
- The largest project in dollars was The Rune \$8.3M and the smallest project was River East Development \$50,200.
- 4 of the 7 loans were in the metro and the remaining in central MN.

Outside funded PACE Loans - Quarter 3 2023							
Name	Loan Amount	Lender	City	County	Annual Energy Savings (\$)	Annual Energy savings	Energy Savings Type
The Rune	\$8,286,868.	Nuveen	Alexandria	Douglas	\$ 451,511	13,463.4 MBTU	HVAC
River East Development	\$50,200.	Spire	Minneapolis	Hennepin	\$ 1,810	29,073 CO2 emissions	HVAC
Hennepin Overland Railroad	\$110,000.	Spire	Minneapolis	Hennepin	\$ 2,194	42,832 MBTU	solar
Gronseth Property	\$376,400.	Highland Bank	St. Cloud	Stearns	\$ 12,241	397,787 MBTU	Roof and solar
DPN Properties	\$300,000.	Highland Bank	St. Paul	Ramsey	\$ 70,400	7,290 MBTU	Heat Exchange
501-505 1st Ave NE	\$590,000.	Pace Loan Group	Minneapolis	Hennepin	\$ 31,779	3,550 MBTU	lighting, envelope, HVAC, plumbing
430 Waite Park	\$150,458.	Inland Green Capital	St. Cloud	Stearns	\$ 6,067	1,115 MBTU	Building envelope
<b>Total</b>	<b>\$9,863,926.</b>				<b>\$ 576,002</b>	<b>466,037 MBTU</b>	

2023 YTD Details:



- PACE loans value surpasses 2022 performance, \$44.9M vs. \$26.3M YTD LY.
- The largest ever MinnPACE loan for \$28M is driving the growth in PACE loan investments.
- PACE for new construction is driving larger loan amounts.
- The number of PACE loans is down compared to a year ago, 15 YTD vs. 34 YTD LY. The volatility in the market and increasing interest rates are impacting the number of PACE loans.
- PACE loans are impacted by other Federal Funding opportunities too. Borrowers are waiting to see what type of resources they can access before securing a PACE loan.

Loan History 2015-2023:

