

HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF SAINT PAUL, MINNESOTA

**REPORT TO THE COMMISSIONERS
25, 2023**

DATE: JANUARY

**REGARDING: RESOLUTION AUTHORIZING A TEMPORARY LICENSE
AGREEMENT FOR HRA-OWNED PROPERTY LOCATED
AT 604, 610, AND 612 WINSLOW AVENUE, DISTRICT 3,
WARD 2**

Requested Board Action

Staff is requesting the Housing and Redevelopment Authority of the City of Saint Paul (“HRA”) Board of Commissioners authorize the HRA to enter into a temporary license agreement with Flannery Construction for HRA-owned property located at 604, 610, and 612 Winslow Avenue (the “Winslow Parcels”). The temporary license agreement will be for temporary use of the parcels for construction equipment staging and storage.

Background

Flannery Construction has requested a temporary license agreement from the HRA for the use of the HRA-owned Winslow Parcels for temporary use as a construction staging site from February 1, 2023 through October 31, 2023. An initial temporary license approved by the Executive Director allowed Flannery Construction to begin accessing the Winslow Parcels on October 31, 2022 prior to being able to bring the request to the HRA Board for review and approval of the temporary use through October 31, 2023. Flannery Construction is building a multi-unit affordable housing development at adjacent property located at 605 and 617 Stryker (formerly HRA-owned) over this period and needs a secure area for construction equipment staging and storage.

HRA Resolution 95-5/3-2 establishes guidelines for temporary use of HRA parcels and specifies that any long-term use requires approval of the HRA Board of Commissioners.

The Winslow Parcels were originally slated to be part of the adjacent affordable senior housing development now under construction but will now be part of a future RFP (Request for Proposals) subject to the HRA disposition policy that will be released at a later date. The HRA acquired the

Winslow Parcels in 2009. The parcels have been vacant and available for redevelopment since that time. Redevelopment is the primary objective for the parcels. Flannery Construction's temporary use will not impact the redevelopment objective. PED staff have also requested that Flannery Construction communicate with adjacent neighbors around forthcoming construction staging activity planned for the site.

Flannery Construction will indemnify the HRA from any liability and will carry liability insurance for the use of the site. Flannery Construction will be responsible for maintaining the site. If there is any damage to the site, Flannery Construction will be responsible for restoring the site to its current condition.

Budget Action

Staff recommends an annual parcel use fee over the requested temporary use period of \$500.00 per month payable as a lump sum payment of \$6,000.00 due within fifteen (15) days of the commencement of the license. The \$6,000.00 lump sum payment has already been received. A one-time \$4,000.00 damage deposit has also been received. The deposit is fully refundable. If construction ends prior to the temporary use period Flannery Construction can be refunded for additional months paid.

Future Action

NA

Financing Structure

NA

PED Credit Committee Review

NA

Compliance

NA

Green/Sustainable Development

NA

Environmental Impact Disclosure

NA

Historic Preservation

NA

Public Purpose/Comprehensive Plan Conformance

Allowing staging use on this site creates a secure central location for daily construction work, minimizing crew impact on the surrounding neighborhood and maximizing safe passage of materials and personnel between the development site and the staging area.

The proposed temporary staging use supporting an affordable housing development is consistent with the 2040 Comprehensive Plan Strategy H-31 which supports the development of new affordable housing units throughout the city.

Recommendation:

Authorize a temporary license agreement with Flannery Construction for temporary construction staging use of the Winslow Parcels located in District 3, Ward 2.

Sponsored by: Councilmember Noecker

Staff: Claire Pettry 651-266-6608

Attachments

- **Map**
- **D3 West Side Neighborhood Profile**