

**THE REGULAR MEETING OF THE EDA BOARD HELD SEPTEMBER 20, 2007,
AT 6:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS**

Paul Whitcomb called the EDA Board meeting to order at 6:00 P.M. Members present were Victoria Hallin, Charles Snustead, and Thom Walker. Staff present were Jay Blake and Mary Lou DeWitt.

Absent were Sarah Lund, Ken Haskamp, and Ben Hanson.

APPROVAL OF MINUTES FROM THE REGULAR MEETING ON JULY 19, 2007
HALLIN MOVED, SECOND BY SNUSTEAD TO APPROVE THE MINUTES OF JULY 19, 2007. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Ben Hanson arrived at 6:03 PM

UNFINISHED BUSINESS:

A. 2008 Princeton Economic Development Plan

Blake informed the EDA Board that the Princeton Economic Development Authority is being asked to review the Draft Economic Development Plan. In late 2006, staff prepared a draft for consideration that was not acted upon. The item was set aside and staff would like to create a planning tool for us to use as we see new projects over the next two years.

The first section of the plan is taken from other City planning documents and including the 2004 Comprehensive Plan. The second section summarizes the activities from this year and sets priorities for the year. Staff is seeking your thoughts on projects for the upcoming year.

What Blake would like to work on is create job growth, expansion in the Industrial Park, tax base, schools, and shopping. If we get all this working in our community then the engine begins and the community grows. This begins with leadership in the community. Progressive leadership is a key and the Economic Development Plan is a key to help create the growth in the community. Blake would like to work on a strong Economic Plan. Parks are also going to be looked at and getting a good map of the trails and bike routes. This is a two or three year plan to have a detailed goal that is helpful for the community.

EDA has the ability to develop land and get the ball rolling for business and community development within the City. Blake would like to see Princeton address the shopping area for the residents. Growth in the community also has to be addressed. There have been first time home buyer homes and patio homes that have been built in the last few years and Blake would like to see a growth in larger homes built. He would like to see housing where it is close to schools and has a nice neighborhood feel.

The City has available funds with the Initiative Foundation that are out there for us to use. Blake expects Bio Matrix Manufacturing to be coming to the EDA requesting funds for their business and those funds would come from Initiative Foundation. What the Board needs to look at is tax base and jobs. Better buildings and creating or saving jobs is another criteria that we have to look at.

Walker brought up that he would like to see if the City could give back to a long term business for staying in the community. He would like to see this for commercial. Something like a tax

incentive for them being here for a long period. It is just an idea. Not a big incentive, but for one time maybe after a ten year period they would get a rebate on taxes for that year.

Blake would check on it. He has not heard of this before, but will look into it. Property tax rebate program. It would be a small amount of a rebate, but it would show that the City is acknowledging them for being here.

The next item Blake spoke about was United States Distilled Products. Because of the product they are making they are a producers of high waste. The content is high volume waste that has creams and other products to make the alcohol. They are trucking the waste to Zimmerman and that old pond is almost full. U.S.D.P. wants to add approximately 25 employees, but they need the City to put together a pretreatment facility at their site and Tom Mismash, Public Works Director, and the City Engineer are working on it.

Blake then went on to talk about the downtown area. The City does not have any information on what is vacant, size of buildings, ect. The City Interium, Jake Huebsch is working on this where the City can try to help fill the vacant buildings to interested parties.

Blake spoke of expanding the Industrial Park to the south and west. Currently the City's Comprehensive Plan has residential around the airport and Blake would like to see industrial also in there. Blake has spoken to a land owner who has a large amount of property to the west of town and they are interested in the idea.

B. University of Minnesota Extension BR & E Program Proposal

Blake informed the EDA Board that the Community Development Staff will present additional information on the proposed Business Retention and Expansion program through the University of Minnesota Extension Service.

The program consist of a survey with businesses in our community to help them expand. It would be a written survey for businesses to answer. A work program will be made from this. It will be in all areas of the community to help the community grow and develop. The City, businesses, and Chamber are the major players in the work program. He would like this to start in October and be done by February, 2008. It would be a four month process. The cost would be \$9,000 and there are funds in the EDA budget for this. If the EDA Board agrees to this it would then go to the City Council for approval. Blake believes the program would start October 23, 2007.

Blake will look at additional resources to go towards the cost of \$9,000. He will ask the banks in town to contribute \$500 each. He will also ask the Initiative Foundation for help. Blake is hoping to raise \$2,000 dollars, but it may take two months to raise the funds. He is asking for the okay from the EDA Board and then it will be forward to the City Council. Blake would have funds drawn from the Planning and EDA budget that are there for engineering fees that will not be used.

HALLIN MOVED, SECOND BY SNUSTEAD TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE UNIVERSITY OF MINNESOTA EXTENSION BR&E PROGRAM FOR THE CITY OF PRINCETON AND THE FUNDS OF \$9,000 TO BE USED FROM THE PLANNING AND EDA FUNDS. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

NEW BUSINESS: None

OLD BUSINESS:

A. Verbal Report

Blake updated the EDA Board on what has been going on in the City. Chief Moosehopper, Innovative Ingredients, would like to start up a health food business that he is marketing with Q.V.C. and Target. He is looking at a site to manufacture this product and would need approximately 5,000 square feet. Moosehopper is working with the Small Business Development Center and the Initiative Foundation. We hope to see this business in Princeton in the next couple months. Moosehopper is working with U.S.D.P. for a site. Anoco Metal closed on the land and should be breaking ground on their new building in October. R.W. Builder's is building it. Anoco will start with ten employees. In the next couple years he hopes to have 20 employees. If Anoco gets the contract they are working on then, they will need to build an addition to their building. North Memorial is building their hanger expansion and this is really nice for the City. They have a helicopter and living quarters has been approved in the Zoning Ordinance by the Planning Commission at their September 17, 2007, meeting. Blake asked the EDA Board what their thoughts are about another used car dealer in town. A party called the City and wants to put one in by the old Coborn's Store. The EDA Board was not keen on the idea. Blake told them to ask residents on what their opinion is on the City having another used car dealer. Blake met with the owners of New Horizon Daycare Center and they will take over the Thunder Alley building and some of the surrounding area for new development. The Planning Commission Board will be reviewing a 100 unit apartment building at their October, 15, 2007, meeting and this development will be done in three phases. The Waste Water Treatment Plant is proceeding. This is approximately a 19 million dollar project.

MISCELLANEOUS:

A. EDA Balance Sheet

The EDA Board had no comments.

B. City Council and Planning Commission Minutes for August, 2007

The EDA Board had no comments.

WALKER MOVED, SECOND BY HALLIN TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. THE MEETING ADJOURNED AT 8:17 P.M.

ATTEST:

Paul Whitcomb, President

Mary Lou DeWitt, Comm. Dev. Assist.