

**THE MEETING OF THE EDA BOARD HELD ON JUNE 16, 2016 AT 6:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 6:00 P.M., by Thom Walker. Members present were Genny Reynolds, Victoria Hallin, Sharon Sandberg, and Troy Minske. Staff present were Jolene Foss (Comm. Dev. Director) and Mary Lou DeWitt (Comm. Dev. Assistant).

Absent were Charles Snustead.

OATH OF OFFICE:

Troy Minske took the Oath of Office.

AGENDA ADDITIONS / DELETIONS:

HALLIN MOVED, SECOND BY REYNOLDS, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

APPROVAL OF MINUTES FROM REGULAR MEETING ON MAY 19, 2016

REYNOLDS MOVED, SECOND BY HALLIN, TO APPROVE THE MINUTES OF MAY 19, 2016. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

UNFINISHED / OLD BUSINESS: None

NEW BUSINESS:

A. MN Marketing Partnership Update

Statewide Overview

The overall Minnesota economy remains very healthy:

- Nonfarm Employment: 2.89 million (04/2016)
 - Strongest Sector: Healthcare, Manufacturing, and Tech
- Unemployment rate: 3.8 percent (04/2016)
 - In April, 14.8 percent of unemployed Minnesotans have been without a job for 27 or more weeks, down from 17.5 percent four months ago
 - Still about 98,000 open positions, seemingly unchanged in past 6 months
 - USA has a 5.5% UE rate (04/2016)
- 71.2% labor participation rate; highest in the nation (62.8% in the nation)

Foss said we are a member through DEED. They focus on promoting the state at national level and international.

MISCELLANEOUS:

A. EDA Balance Sheet

There was no Balance Sheet provided for the meeting.

Foss commented that next month the Balance Sheet will look different without the bond on it. Walker would like Steve Jackson, City Finance Director to come to the next meeting and explain the Balance Sheet.

Foss will have him come to the July 21st EDA meeting.

B. Verbal Report

1) Comprehensive Plan Update

Community Development Director Memo:

Comprehensive planning is a process that determines community goals and aspirations in terms of community development. The outcome of comprehensive planning is the Comprehensive Plan which dictates public policy in terms of transportation, utilities, land use, recreation, and housing.

The City of Princeton's Comprehensive Plan is scheduled for an update.

The Comprehensive Plan was last updated in January of 2009 and was for the timeframe 2008-2018.

The update is budgeted for in the CIP. Generally, planning updates take 12-18 months.

A tentative timeframe would look something like this:

August 1, 2016	RFP Released
September 15, 2016	Proposals Due
October 2016	Consulting Firm Chosen
October 2017	Draft Comp Plan Complete
January 2018	Final Comp Plan Complete

We can allow an additional 3 months for final completion, if necessary.

Staff is requesting a motion to begin the RFP process for a consultant to complete the Comprehensive Plan update.

*****End of Staff Memo*****

Foss said this is in the capital budget and she does not need the EDA Boards approval. She thought she would share this information with them. She had looked at St. Cloud's Request For Proposal for their Comprehensive Plan and got some ideas that she will use for Princeton's. St. Clouds is more detailed and we will not need it to be that extension.

Walker commented that it will be interesting to see what they suggest from what we currently have now.

2) Business Climate Ad

Foss said this is the ad through the DEED magazine. Fairview Hospital will be in it for the top 100 hospitals. Fairview will contribute \$500 towards the ad. She would like to see if Mille Lacs

County would contribute to the ad. Foss said that the City will contribute \$2,300 from the Community Promotion Budget and the Princeton Public Utilities will contribute \$2,300 also. United States Distilled Products will contribute \$750. This magazine goes to 10,000 different sectors that will look at this. She does not have a design layout of the ad yet. She will show the EDA Board and City Council the ad as informational only. She does not need approval for this from the EDA Board.

Minske asked if she talked to others that were in this magazine and if so, if it was helpful having the ad.

Foss said she did talk to a few and they were happy they did it. They could not say they could tie any leads to it, but were happy they did it. Foss said she went to the Economic Development Association of MN conference last week and one person said the biggest thing for sites is the location, accessibility, and transit.

Foss said that the last year it was discussed not to go to conferences until utility services are out to the 200 acres. The next meeting they have is in September.

Walker suggested making a motion of support for the ad.

HALLIN MOVED, SECOND BY REYNOLDS, TO SUPPORT STAFF FOR USING FUNDS OF \$2,300 FROM THE COMMUNITY PROMOTION BUDGET TO GO TOWARDS THIS DEED MAGAZINE AD. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

3) TED/TAP Grant Update

Foss said the City did not receive the Transportation Alternatives Program (TAP) Grant for a pedestrian bridge to connect to Riverside and Riebe Park.

Foss said she met with Mike Nielson and Andy Brotzler from WSB Engineering, and the property owners west of Rivertown Crossing for extending water and sewer. There were no major oppositions. They are pretty much accepting of it. The city still needs to look at the numbers for the assessments. Those in Rivertown Crossing will be accessed for the roundabout. We need \$700,000 for assessments for this project.

Foss said that BioMatrix is proposing on doing an expansion of 120,000 square feet for a warehouse and labs. Sondra Erickson was a big help in getting the labeling BioMatrix needed passed in Minnesota. If that was not passed, they were looking at moving.

Joe Glenn is leasing out the Matrix building so if anyone knows of someone who needs a storage space, let her know.

Foss said she spoke to someone this morning who called to open a bakery. She will meet with her next week.

Coffee Corner is relocating to Harvest Tyme location now.

C. City Council and Planning Commission Minutes for May, 2016

The EDA Board had no comments.

D. Local Government AID Report

Foss said the City of Princeton got an increase of \$27,000.

Sandberg asked what is happening to Renu Décor and the Central MN Art Co-op.

Foss said there has been no response to the attorneys letter. Foss will ask the City Attorney what the recourse will be if we do not get paid.

Walker asked Foss to provide information from Princeton Public Utilities on their rates and a comparable list from Connexus Energy and East Central Energy.

Foss said she will get that. East Central Energy provides the service to the 200 acres west of town.

HALLIN MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. THE MEETING ADJOURNED AT 6:52 P.M.

ATTEST:

Thom Walker, President

Mary Lou DeWitt, Comm. Dev. Assistant