

**THE MEETING OF THE EDA BOARD HELD ON AUGUST 20, 2015, AT 6:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 6:10 P.M., by Thom Walker. Members present were Charles Snustead, Genny Reynolds, Cindy Riddle. Staff present were Jolene Foss (Comm. Dev. Director) and Mary Lou DeWitt (Comm. Dev. Assistant).

Absent were Grady Clark and Victoria Hallin.

AGENDA ADDITIONS/DELETIONS:

RIDDLE MOVED, SECOND BY REYNOLDS, TO ADD TO UNFINISHED/OLD BUSINESS, UNDER ITEM C, REQUEST FOR PROPOSALS (RFP) FOR MULTI-FAMILY HOUSING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

APPROVAL OF MINUTES FROM REGULAR MEETING ON JULY 16, 2015

RIDDLE MOVED, SECOND BY SNUSTEAD, TO APPROVE THE MINUTES OF JULY 16, 2015. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

UNFINISHED/OLD BUSINESS:

A. Greater MN Regional Parks & Trails Commission

Foss received a letter from Greater Minnesota Regional Parks and Trails Commission in regards to the application she submitted for the 2015 statewide Regional designation application. The Commission's Evaluation Team (ETeam) reviewed 85 applications in this round of requests for Regional designation. All applications received a Step 1 ranking evaluation, resulting in either a "High," "Medium," or "Low" rank. Applications that ranked "High" become eligible for Step 2 scoring evaluation upon completion of a qualified Master Plan.

The application submitted by Foss for the "Designation as a Regionally Significant Park or Trail: Princeton Regional Connection", was given a "Medium" ranking in this application cycle. The ETeam recognized potential in our facility, however the concept and the supporting information provided did not warrant a full evaluation and scoring of the facility. They encouraged Foss to review the Commission's Strategic Plan when considering changes in her application to meet the high expectation for quality outdoor recreation established by the criteria, if you wish to apply again in the future.

The ETeam did provide the following comments to help Foss understand their evaluation: Looks like a city local system. Has potential to show connections to other facilities and rec amenities, but doesn't get there.

The Commission wants to be clear: projects that received a "Medium" ranking need improvement before they should be resubmitted for Regional designation.

The application for the "Designation as a Regionally Significant Park or Trail: Princeton Park

Improvement” was given a “Low” ranking in this application cycle. The ETeam did not feel that the information presented in the application compared well against the criteria for our classification. Should Foss decide to apply again in the future, this application will require significant development of its concept and supporting materials to meet the high expectation for quality outdoor recreation established by the criteria set forth in their Strategic Plan. The ETeam did provide the following comments to help Foss understand their evaluation: Application is incomplete, but the information provided does not indicate regional significance.

Foss said that the applications would need to have a high ranking to move forward. Milaca did well on both of their applications. They got highs on both of their applications. She will have the Parks and Trails Strategic Plans completed by June, 2016.

Riddle said the “Sioux Lines to Port” that Milaca had was a good idea. It was catchy with the prairie to port theme.

Foss thought hers was catchy that she sent in.

Walker asked if Sherburne gets County Road 45 connected to the trail, will that help for next year.

Foss said yes. She went to the Mille Lacs County Economic Task Force meeting and they are having a Strategic Parks and Trail Plans as well, so if we have regional cooperation that will help. She will apply for the DNR funds for paved bike paths.

Walker asked if we sign on someone else’s plan if that would help.

Foss said she was thinking of that with Sherburne County.

Riddle said seen “Up Town to Up North” trail and that was catchy.

Foss will check what that is. Milaca also had a high on motorized trails.

Reynolds said Milaca is not connected to the trail. Can Foss request other areas that got high rankings so we can compare.

Foss will do that. The next application period will be September 16, 2016. She will work harder on the trail application when the times comes.

B. 2015 North Metro Fam Tour Itinerary

Community Dev. Director Memo:

DEED has finalized some of the FAM tour Site Selectors for the upcoming September 14th and 15th event. At this point we do not know who we will get.

Kevin Foral – McGladrey, LLP
Linda Burns – WDG Consulting, LLC
Chris Schastok – CBRE Chicago
Julie Kimble – Kimble and Associates (formerly with Hickey and Associates)
Melissa Niebelsick – Deloitte Chicago
Mark Bauer – JLL Phoenix
Eric Stavriotis – CBRE Chicago

- **East Central:** Mille Lacs County, Mille Lacs Band, Isanti County, Chisago County, Pine City, North Branch, Mora, Milaca, Isanti, Cambridge, Princeton
* Contacted Duane at Finish Line for request to host lunch Tuesday noon – 2 pm.
- **North Metro:** Anoka County, Sherburne County, Brooklyn Park, Blaine, Coon Rapids, Elk River, Princeton
* Contacted Duane at Finish Line for request to host lunch Tuesday noon – 2 pm.

We will need to invite a representative from?

1. ? Crystal Cabinets
2. ? USDP
3. ? Glenn
4. ? Anoco
5. ? Erdman
6. **North Metro Site Selector**
7. **DEED Escort**
8. **East Central Site Selector**
9. **DEED Escort**
10. **Richard Baker**
11. **Jolene Foss**
12. ?Mark Karnowski
13. ?Paul Whitcomb
14. ?
15. ?

BUDGET DISCUSSION

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

Foss said Crystal Cabinets is training that day so they cannot use that facility. She had a phone conference with Fam Tour. Foss said she will not be inviting Paul Whitcomb or Mark Karnowski. They asked to keep it small. They do not want a large group. She will approach Joe Glenn and Patti at United States Distilled Products. The Eride representative will be coming to the luncheon. It will be an informal lunch at Finish Line in the back room. They may have time for one quick tour of the area. Foss asked the EDA Board if they had any other suggestions on who to invite for the luncheon.

Riddle suggested Inline Packaging.

Foss said she will approach Inline Packaging. She was also thinking of MyCull Fixtures to invite. She did have BioMatrix on the list, but she does not want to over tap them.

Walker suggested Anoco Metals.

Foss would like to ask Ginger Glenn.

Walker suggested ECM.

Foss said she thought of ECM. She will invite Jeff from ECM, Ginger Glenn, Jeff from Inline Packaging, and the owner of Anoco Metals. The EDA Board looked over the schedule. Foss said we did not budget for this event and the others are putting in \$1,000. She spoke to Steve Jackson, City Finance Director he would support the funds coming from an area in the EDA budget if there are no added expenses for the year. She was going to ask about contributing to the Industrial Manufactures week that is held in October, before the Fam Tour expense came up.

Walker commented that maybe there are funds from the Industrial Park expansion that could be used.

Foss said that is a good idea and she will look into that. Foss said her and the Chamber talked about other possibilities where kids go on tour of the manufacturers. Foss said she would speak to a large group of kids on the manufactures. They do not have any hard ideas yet. The luncheon part of the expense we will get reimbursed.

Walker suggested that the Legion host the lunch at the Civic Center.

Reynolds said Northern Lights would be good to cater it.

Foss said she liked the backroom at the Finish Line. She thinks the Civic Center is to small town looking and not impressive. There would need to be a motion to cover the \$1,000 expense.

RIDDLE MOVED, SECOND BY REYNOLDS, TO APPROVE THE \$1,000 CONTRIBUTION COST FOR THE FAM TOUR EXPENSE. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

C. Request for Proposals (RFP) for Multi-Family Housing

Foss had a conference call with Cherre Palenius from Minnesota Housing Partnership. A few more changes have been made to the Request for Proposals. On page two the change was made that the City is in the process of completing roadway and utility improvements for West Branch Street. Foss is checking with Mike Nielson with the wording for the phases. This would

go out on August 24th and due back on October 22nd. The selection review will be November 19th. The Contractual Agreement, Negotiations, Developer's Agreement, Purchase Agreement will be set for the project by December 31, 2015. Foss is checking with City Engineer on the wording for the phases.

Riddle said she was talking to Public Works Director about the storm water and there needs to be a culvert in place south of Hwy. 95.

Foss said he talked to her about that. The City is looking into applying for a grant for three roundabouts. One of them would be by 13th Avenue North and closing off West Branch Street and services could run across Hwy 95. The total development cost is what determines the project for income qualified. It is a 20 year income qualified units.

Walker asked if there is a good chance of something happening with this land.

Foss said there should be a good chance since the water looping project is done. She would like a motion to accept the RFP with the few changes.

Snustead suggested that something be put in a contract in regards to if a Developer were not to finish the project.

DeWitt said a Developer's Agreement would be in place outlining everything.

RIDDLE MOVED, SECOND BY WALKER, TO APPROVE THE MULTI-FAMILY HOUSING REQUEST FOR PROPOSAL SCHEDULE AND ADVERTISEMENT, ALONG WITH THE CHANGES. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

NEW BUSINESS:

A. Data Center Events

Community Dev. Director Memo:

The 200 acre parcel of land west of the airport has now officially been rezoned as MN-1 Industrial.

This completes the requirements for the Shovel Ready Certification through the Department of Employment and Economic Development.

To make this site attractive to potential data center developers, the EDA has requested that there are continued efforts to certify it as a data center site through Great River Energy.

The Minnesota Marketing Partnership is participating in numerous conferences that are specific for data center attraction.

These conferences vary in length and in cost.

- The September 20-23 event is two night and the cost is \$1,500 for partnership members.
- The September 16-17, October 6-7 and the November 9-10 events are one night and the cost is \$1,000 for partnership members.
- This includes conference registration, the ability to ship our items with the DEED booth and display of our marketing materials in the booth.

Staff recommends participation in the October 6-7 event. It is under the hope that the GRE assessment will be well underway if not at completion.

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

Foss said if she were to receive sponsorship, can she go to the October 6th & 7th, 2015, conference in Dallas. If they do not believe it is a good time to go, there will be more data events in 2016. Elk River is on the short list for their third data center. Foss said she thinks the cost to go to Dallas would be \$1,700. She is not asking for the data center conference trip right now. She could bring it back to the EDA Board. She would like to find someone to cover the cost. \$2,950,000 is the asking price for the land where the possibility for a data center would be.

Walker said if she finds funding go.

Foss will look at the Industrial Park expansion project funds and see if there is any extra funds in there.

MISCELLANEOUS:

A. EDA Balance Sheet

The EDA Board had no comments

B. Verbal Report

1) Chamber Video

Foss said the Umbehocker family had given funds to the Mille Lacs County Museum and a small portion of it was given to the Chamber to make a promotional video of the area. This video should be done by the end of September, 2015.

2) Manufacturing Tour

This was already discussed earlier in the meeting.

Foss said she contacted Steve Souer, (Erickson Electric) and asked about connecting the car charging station. He said he would be able to connect it, but she is not sure if that would be free or a minimal cost. The Princeton Public Utilities would make available their trencher and cable items. So it is moving forward.

Foss said she handed out an Economic Development draft and would like the EDA Board to look it over and bring it back to the September meeting. If they do have changes, she would like those before the next meeting.

Foss said the Community Venture Network handout is information she thought they might like to see. It is businesses that may want to partner and such.

C. City Council and Planning Commission Minutes for July, 2015

The EDA Board had no comments.

RIDDLE MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:30 P.M.

ATTEST:

Thom Walker, President

Mary Lou DeWitt, Comm. Dev. Assistant