

**THE REGULAR MEETING OF THE EDA BOARD HELD ON SEPTEMBER 18, 2014, AT 6:00 P.M.,  
AT PRINCETON CITY HALL COUNCIL CHAMBERS**

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The meeting was called to order by Thom Walker. Members present were Mary Chapman, Genny Reynolds, Grady Clark, and Victoria Hallin. Staff present were Carie Fuhrman (Comm. Dev. Director) and Mary Lou DeWitt (Comm. Dev. Assistant). Absent were Charles Snustead and Cindy Riddle.

**AGENDA ADDITIONS/DELETIONS:** None

**APPROVAL OF MINUTES FROM REGULAR MEETING ON AUGUST 21, 2014**

CHAPMAN MOVED, SECOND BY HALLIN, TO APPROVE THE MINUTES OF AUGUST 21, 2014. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

**UNFINISHED/OLD BUSINESS:**

**A. On-Going Projects**

**Community Development Director Memo:**

**Business Retention & Expansion Program (Grow MN):**

Try to do 2 Grow MN visits per month. They traditionally have been done with myself and the Chamber Director – the work is split evenly between the two positions (we split on and off setting up the visits and following up). Others can attend as well – EDA or Chamber Board members; Try to keep the number of “interviewers” to three or less. *Visits are always confidential!*

- Set up the visit with a business owner.
- Send the “survey” ahead of time and ask them to fill out beforehand.
- Bring the interview form with. One person asks the questions/leads the conversation; the other takes notes.
- Send the filled out interview forms to Kathi. Kathi sends aggregate information throughout the year, or as requested.
- Follow up with a hand-written thank you note to the business.
- Pending on the visits, follow up with appropriate agency and with the business.

Forms are found in the “Grow MN” folder in the black fire cabinet in my office. The list of businesses already visited are in the folder as well. After my departure, Mark is receiving emails from Kathi Schaff.

Fuhrman said that the Chamber is still looking for a new Director. She has done them on her own and does not need to have another person. Mary Chapman has gone with when she was at the Chamber. One ask the questions and the other takes the notes, and after sends them on to the MN State Chamber.

Reynolds asked when they forward the information onto MN State Chamber, how do they follow-up with their visit.

Fuhrman said they have followed up on the question about their taxes or if some business needs a piece of equipment, she has called them back and told them what business they can call that has that equipment. She then follows up with Kathi Schaff and lets her know that they have followed up on the businesses questions.

### **Downtown Committee**

Meets twice a month on the second and fourth Tuesdays of the month at 11:00 AM: First Tuesday of the month is held wherever the Chamber monthly luncheon is held. Fourth Tuesday of the month is held at Louise's Basement (below Ossell's Department store).

I have been preparing agendas and minutes, especially as we prepare for the MN Design Team Visit. I am hoping the new Chamber Director can take this on being it is a Chamber group (with continued involvement by my replacement). This is an important group for the City to stay involved with as we have made some strides just in communication alone between the City and downtown business owners. They are a motivated group and instrumental in bringing the MN Design Team to Princeton.

Fuhrman said it is an important group for the City to stay involved in. They deserve recognition from the City staff.

### **Electric Vehicles (EV) Charging Station**

Chuck Andrews, owner of Andrews Auto, just north of Princeton, has been very active in trying to promote the installation of Electric Vehicle (EV) chargers. The EDA is in favor of installing one in the downtown parking lot near the clock tower. Connie Wangen also approached the Princeton Public Utilities Board about potentially donating the electricity (it is expected that use would be very low to begin). Staff has researched costs and grant opportunities, but nothing specific has been found. Area organizational grants (ex: Shopko, Walmart, etc.) may be pursued to cover the costs. She thought they were \$6,000 - \$8,000 for the basic station. Milaca is putting one in.

Reynolds said Teals Market is putting it in. She believes Milaca might be putting another one in by the park area.

Fuhrman said it is a good idea and should be explored.

### **GPS 45:93**

Continue sending a representative monthly to meetings. They send out businesses looking to potentially move from the site selectors. Their current focus is the creation of a potential "Angel Fund" network to help start-up businesses in the region. The annual meeting will be held on October 3<sup>rd</sup> at Princeton Golf Course. I would encourage representatives from the EDA to attend on Princeton's behalf. Richard Baker can provide details.

Fuhrman said she has not been able to attend all the meetings, but they are very informative.

For this Angel Fund they have a business that the potential investors can look at. They gather an initial amount of money and then distribute it.

### **Higher Education Presence**

Survey results are being tabulated. Follow-up will need to happen with the businesses/organizations that indicate a desire for assistance in this area. Potential for partnering the businesses with higher education facilities is there. Richard Baker and Genny Reynolds have been involved.

Fuhrman said maybe it is the EDA introducing the concept to St. Cloud, Anoka-Ramsey, and Pine Tech. After looking at the surveys there are a lot of businesses already using the program. They are starting a robotics program at the middle school and high school. They are looking for a robotic coach.

Chapman said they are popular in the cities and popping up all around the country.

Walker commented that it is a good problem solving item and makes you think.

### **Industrial Park Study**

The Request for Proposals draft is complete. I forwarded the RFP to a Development Consultant that specializes in this, and she provided some very helpful feedback (she should be given the RFP when it is issued for an opportunity to submit a proposal): Kirstin Barsness ([kirstin4440@gmail.com](mailto:kirstin4440@gmail.com)); 651-238-4440.

I have requested from John Uphoff, WSB Project Manager, to put together a very rough cost estimate based on the RFP draft to give the City some indication for budgeting – his initial thought was a ballpark around \$50,000. They also should receive the RFP.

Fuhrman said it would involve talking to the Industrial Park businesses and see what their needs are for expansion.

Reynolds asked if she tried getting an estimate from another company. When Mille Lacs Courthouse was considering a remodel they had a free analysis on expanding it. They also did an analysis on the Public Works building if it should have a remodel or a new building. It was not a very detailed report, but it was nice.

Walker said WSB covers themselves in the money area so there could be a cushion in their estimate.

Fuhrman agreed. She could get more quotes from other Engineering firms. Engineers like roads and such and she cautioned them to watch that with the Engineering firm. The City could split it in two phases. There is \$25,000 set aside in this year's budget for the first phase. Walker suggested to roll it over to next year's budget and then advocate for next year's budget another \$25,000. We would have the \$50,000 to do the project.

HALLIN MOVED, SECOND BY REYNOLDS, TO HAVE STAFF ROLL THE \$25,000 TO NEXT YEAR'S BUDGET AND ADVOCATE FOR ANOTHER \$25,000 FOR 2015 BUDGET TO HAVE \$50,000 SET ASIDE FOR THE INDUSTRIAL PARK STUDY. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

### **It Starts Here Round Two**

Two more "prizes" are available. Chamber will need to verify businesses are still on board to offer their services to two more winners. Round Two could be REALLY SUCCESSFUL if:

1. The success of CMAC is advertised (how many people from out of town they bring in each month, which is what the goal of the program was in the first place) and
2. If KARE 11 is contacted and were to come up and do a follow up (time it with the launching of the second round).

It needs to be a collaboration between this position and the new Chamber Director. Volunteers will need to be found to serve on the Business Acceleration Committee.

A file is in my office, including a memo with what needs to happen to get Round Two going. The Round One file information is in the Chamber office.

Fuhrman said the Chamber agreed to take over more of the administration of this. There is still two more projects to grant out. She advises the files be kept in the Chamber office.

Chapman said it took a long time to make a relationship with the radio station and for a new Chamber person, it will take a while.

### **Market Area Profile**

This is being paid for by the County. The large list of businesses needs to be refined down to what is actually still in business and the new ones that may not be on there. Need to reach out to businesses currently in that industry and ask for their help to refine the list, then pass it on to Liz Templin with the U of MN. Then, the U of MN Extension office will bring their recommendations forward based on that. Should be presented at a Chamber luncheon likely to get the most effect – invite the EDA, PC, and City Council. Also share the actual study results with those groups as well.

Fuhrman said this study will help when someone inquires what this town could use for a business. She said the new owner of Napa Auto Parts had asked for a list of businesses in town that would need auto parts where he could contact them. He had told her that he works a lot with businesses.

### **Mille Lacs County**

**Economic Development Task Force:** Monthly meetings that my successor is asked to attend. Provide updates to the Princeton EDA on progress. They will be putting together a Strategic Plan in the upcoming months. Richard Baker has put together a draft for the County. That is a follow up to the Comprehensive Plan. Richard Baker has mostly been running this.

### **MN Design Team Visit**

There have been concerns expressed regarding what will happen after the MDT is in Princeton. My suggestion to the Downtown Committee has been to put together the list of recommendations from the MDT, prioritize them, and identify which organizations needs to be worked with in order for the ideas to happen.

- Some smaller projects should be targeted initially to see results from the visit.
  - Various organizations should be partnered with in order to make some of the projects happen. For example, the Rotary, Lion's, Jaycee's, Civic Betterment Club, etc. may like one project in particular and be willing to take it on.
  - Collaboration and meetings with the DTC, Chamber, City, and both Counties are essential in order to see the projects happen – *cannot stress that enough!*
- Pending the suggested projects, the City should consider adding some of the projects in the next Comprehensive Plan Update, Economic Development Strategic Plan, Capital Improvement Program planning, and budgeting process.

### **MN Manufacturer's Week (in October)**

DEED sponsors a statewide tour of manufacturing annually towards the end of October. In 2013, Princeton participated – it was a joint effort between the Chamber and City. We sent out postcards requesting if any manufacturers wanted to (A) participate in a community-wide tour; and (B) if any manufacturers wanted to be recognized at the October luncheon. Two businesses held tours, and we recognized specific manufacturers at the October Chamber luncheon with plaques and statistics about what manufacturers bring to the Princeton community and state overall. Contact DEED Labor Analyst for specific statistics. You can register the event through the State, or Princeton can just do their own. I would strongly encourage it happen during MN Manufacturer's Week though to stay with the statewide theme.

File is in my black file cabinet under "MN Manufacturer's Week". I would highly encourage starting this up again. Fuhrman said it probably is too late to pull together this year, but she will recommend to the person who fills her job to do it next year.

### **Neighborhood Stabilization Program (NSP):**

- Recent Audit:
  - Steve and I are following up on the recent audit.
- 609 Old Highway 18
  - This property was purchased and demolished with NSP funding and put into the Land banking category. The intent is to utilize it for stormwater needs for the neighborhood and Old Highway 18 when Old Highway 18 is reconstructed.
- Former Bergstrom (809 9<sup>th</sup> Ave N) & Gas Station Site (903 9<sup>th</sup> Ave N):
  - West Central Environmental Contractors (WCEC) performed a Phase II Environmental Assessment on the former gas station site only.

- Both buildings were demolished by West Branch Construction and various sub-contractors. Receipts for the disposal of the items are included in the file.
- Javelin Group Inc. was hired to perform the Construction Contingency Plan, monitor the site, and complete an Implementation Report on the former gas station site only.
- Two tanks were discovered on the north side of the former gas station building. They are marked with two 2x4s.
- No septic tank was found on the former Bergstrom property as was originally suspected.
- Request For Bids is required, and a licensed tank remover should be hired to remove the tanks. Follow the recommendations in the Construction Contingency Plan Implementation Report. Verify with NSP staff prior to sending out the RFB to verify adequate funds available for the tank removal.
- Re-initiate discussion with neighbor (Cliff) to the north regarding acquisition and joining with the two parcels for potential redevelopment.
- Former Arcadian Homes Site (101 – 103 West Branch Street):
  - *West Branch Street Waterlooping Project* – Waterlooping work needs to be done to provide adequate fire flows to the neighborhood prior to redeveloping the site. Nielson is working on the Feasibility Study. The plan is for the watermain work to be completed this spring (2015).
  - NEXT STEPS:
    - EDA to discuss the potential for utilizing TIF for the multi-family housing and potential lift station work needed. This will help determine which developers may be interested in the project.
    - Need to get an estimate on the lift station work needed in the rear of the property.
    - Re-initiate the conversation with neighboring property owner about the possibility of selling to a developer to enlarge the site.
    - Once the Feasibility Study is completed, the Council and PUC will need to determine sources and uses of funds. Information must be sent to NSP staff.
    - RFP prepared – use the RFP from last year as a base, but verify with NSP TA (Cherre Palenius) and NSP staff that all required information is included.
    - RFP sent out winter 2014/15 after verification of watermain timing with PUC.
      - Arnie Winehold is interested in getting the RFP for redeveloping the property. Phone number is 612-308-8880 and email address is [ArnieLW08@yahoo.com](mailto:ArnieLW08@yahoo.com).
      - Central MN Housing Partnership (CMHP): I spoke with Deanna from CMHP on 09/17/14. She said if the City does not contribute somehow (especially TIF for the multi-family housing), she doesn't see how anyone would qualify for the tax credits. CMHP should

- get a copy of the RFP.
- Developer chosen in time for them to submit for tax credits in June. Tax credit determination made late summer/early fall 2015.
- Project construction in 2016.

Fuhrman said she is finalizing the audit. 609 Old Highway 18 site was land banked for storm water retention and NSP is watching it and the City will have to update them.

Walker asked if NSP will be upset if we do not use the land for a while or not at all.

Fuhrman said we need to use the land. They will be wanting updates on it. The next step for the former gas station is removing the two tanks. Fuhrman suggested that the property site north of this site, Cliff's site, it would be good for a party who is interested in building on our two sites, to speak to the owner about selling his lot where all three of these lots could be used to be built on. He was asking a large amount of money for that land. The City cannot use the NSP funds for that land. NSP is watching what we are doing with the Bergstrom land and the old gas station site. Fuhrman would like a twin home or a townhome built on the site.

Walker asked if the shoreline is staying stable or still eroding.

Fuhrman said she has been trying to get an answer from the DNR on that.

Reynolds suggested contacting the Soil & Water Conservation, Susan Shaw might be able to help. She is working on a project for Rum River and might have some insight on it.

Fuhrman believes there could be room for twin homes or townhomes, just depends on the lay out of it. She spoke to Bruce Cochran, Mille Lacs County Engineer and his concern would be the access to Rum River Drive. Fuhrman said crosswalks came up a lot at the outdoor night and it is an issue around town for them not being marked. The new Police Chief is concerned with them also.

Fuhrman said the City Council authorized the Feasibility Study for the former Arcadian Homes site. She spoke with Deanna Hemish from Central MN Housing Partnership and she does not believe they will get enough points to qualify for the tax credits for next year. She asked if the EDA Board would do TIF next year.

Hallin asked if the land will be free.

Fuhrman said yes, the cost will be one dollar. Deanna Hemish said that still would not be enough for them to get the funds.

Walker asked if tax abatement would work for that site.

Fuhrman said with a tax abatement it has to create jobs. TIF does not need to create jobs. No decision is needed now. The RFP should go out this winter. If they find a developer that does not need tax credits than it is okay, but most will. Central MN Housing Partnership owns West Birch townhomes so having another one next door would work well for them. The housing study will come out in March so that will help decide what should go there.

### **New Businesses**

When a new business moves into town, I send a “welcome letter” signed by both the Mayor and Chamber President. Notify them both that the letter is going out.

### **Regional Housing Study**

The draft is being finalized. The final report will be available for entities to review the first week in November, where each entity will have two weeks to review and provide comments. The consultants will provide a final presentation to governing boards in November. I will suggest my successor bring the pertinent points regarding the region and Princeton specifically back to the EDA, PC, and City Council.

### **Rum River Health Services**

Staff will be utilizing Jensen Sales Plus to sell the computers and related equipment.

### **Small Cities Development Program**

Dana, Lakes and Pines Community Action Council, is administering this program for the City. As of September 17<sup>th</sup>, Dana had contacted owners in the target areas who had submitted the Intent to Participate forms (mailed on Friday, the 12<sup>th</sup>). Dana is putting together a press release and putting something on the Lakes and Pines Facebook page as well. Shawna will be posting the information on the City website and facebook page.

Steve is the most experienced with the project and can answer questions. I did request Dana to hand out Media Waiver forms to recipients so the City can get photos and names to advertise this program.

Contact: Dana Rauschnot, Lakes & Pines CAC, Inc. 320-679-1800, ext. 123;  
[Dana.Rauschnot@lakesandpines.org](mailto:Dana.Rauschnot@lakesandpines.org)

### **Sherburne County**

**Quarterly Community Partner Meetings:** They have started doing quarterly meetings for community leaders to keep everyone informed – important for Princeton to send a representative and stay involved.

**Vacant Lots:** Dan Weber is keeping a list of available industrial lots in Sherburne County on their website. I have not had a chance to add sites to this – the last time I checked, there were some missing in city limits (Sherburne County only of course).

**Broadband:** They are looking into broadband options more. They recently did a survey of

businesses and organizations and their Broadband service. I emailed it out, and we did get Princeton businesses that responded. They will be revealing the results at an upcoming meeting. Watch for information from Dan.

Fuhrman added that when she is at these meetings, the City Administrator attends with the City Planner and she would suggest that for Princeton.

## **NEW BUSINESS:**

### **A. Goal Setting**

#### **Community Development Director Memo:**

##### **Goal Setting**

The EDA Chair requested to discuss goals for the EDA. A copy of the Economic Development Strategic Plan is attached as a reminder.

##### **CEDS Survey**

This is a good time to discuss the CEDS Survey as well. The Central Minnesota Quad Counties CEDS Committee (serves Benton, Sherburne, Stearns, & Wright Counties) and East Central Regional Development commission (serves Pine, Mille Lacs, Kanabec, Chisago, and Isanti Counties) will be updating the regional Comprehensive Economic Development Strategy (CEDS) Survey soon, which is required annually by the Federal Economic Development Administration (EDS).

This City will be asked in October to fill out a survey prioritizing five economic development projects within the community. The purpose is to identify projects that may be eligible for federal funding from the EDA for the upcoming year. Projects demonstrating a broader regional impact tend to compete better for federal EDA funds, but they must be included in the CEDS in order to be considered.

The information that we provide will be compiled with information from other communities in our region and submitted to the EDA where it will be used to evaluate the need of the region, as well as to provide a listing of projects that could potentially be eligible for EDA funding.

##### **2013 CEDS Survey**

The following projects were identified by the Princeton EDA in the 2013 CEDS Survey (in order of priority).

1. Provide additional industrial acreage with municipal services to accommodate growing businesses and help attract new businesses.
2. Extend municipal services to Princeton Land Investment property (200 acre piece of privately owned property in city limits) to accommodate the development of property into industrial and business commercial and residential.
3. Strategic Marketing Plan for the community as a whole.
4. Marketing and sale of Aero Business Park lots.

Staff Comment: Generally, projects with a larger regional impact compete better for federal EDA funds.

5. Feasibility study for the reuse and redevelopment of the former wastewater treatment ponds.

Other potential projects to consider include:

- Industrial Park Expansion Study.
- North end hangar purchases and removal to assist in the redevelopment of the area.

After speaking with Jordan Zeller, ECRDC, the federal EDA will consider funding a variety of projects at a variety of different levels.

Staff is requesting the EDA to discuss upcoming goals, as well as the five projects for the CEDS Survey. The CEDS Survey is not due right now, but initial discussions can begin.

\*\*\*\*\*End of staff memo\*\*\*\*\*

Staff included a memo from Dr. Julia Espe that read:

Memo: Carie Fuhrman  
From: Dr. Julia Espe  
Date: August 19, 2014  
Subject: Career and College Ready Activities Offered at PHS

Thank you for asking for a list of the opportunities that we offer our students at Princeton High School.

#### **Concurrent classes or College in School**

Concurrent classes and College in the Schools are classes that are offered to students for college credit. Our own teachers, in our school, teach them.

SCSU – College Chemistry, 4 credits, open to juniors/seniors

#### Anoka-Ramsey community college:

College psychology – 4 credit open to junior/senior, College biology – 4 credits, junior/senior, College American government – 3 credits-seniors, College English – 4 credits, open to seniors, we have offered another college English class but based on numbers it has never taken off.

U of M – College animal science, 4 credits – open to 9-10<sup>th</sup> graders in top 20, or 11-12<sup>th</sup>, top ½

#### **Post Secondary Enrollment Options**

Students in grades 10-12 must qualify to attend this opportunity. The students go onto college campuses to earn dual credit (college and high school credit).

#### **Advanced Placement Program**

This is a program in which our teachers teach specific curriculum for certain courses. Students take an exit examination, and if they score at a high enough level, most universities accept the credit.

Princeton High School is offering Advanced Placement Calculus to students. We also administer any Advanced Placement test to students who are interested in taking the course specific test. Examples of tests that our guidance counselors have administered are Advanced Placement German, Economics, Computer Programming, and Physics.

### **Project Lead the Way Program**

These engineering classes offer college credit. Courses include Introduction to Engineering Design, Civil Engineering and Architecture and Advanced Architecture.

### **Articulated College Credits**

Students may earn college credit by taking certain high school courses. This credit is granted through Anoka-Hennepin Technical College, Dakota County Technical College, St. Cloud Technical College, Anoka-Ramsey Community College, Normandale Community College, North Hennepin Community College, and Century College. Students must successfully complete both Tech Prep and High School requirements of the class. (A list was provided with what is available for High School courses, the High School Department, and the College Courses Area.)

The memo continues with:

### **College and Career Exploration Course**

Every student is required to take this course to help students to practice a career investigation process, to give our students a competitive edge in the job search. Students research career options, develop job-seeking skills, and interview skills in areas that they are considering. Students also create a portfolio of skills and abilities, complete a mock interview with local business owners and have the opportunity to job shadow a professional in the community.

### **EXPLORE, PLAN and ACT TESTS**

OUR 8<sup>TH</sup> GRADERS TAKE THE EXPLORE test and 10<sup>th</sup> graders take the PLAN test. Both of these tests lead up to the ACT test. EXPLORE and PLAN have career inventories for each student. They also have lots of information to help a student to know if they are on track for being college ready. For the first time, this year (April 28, 2015), every student will be taking the ACT test, which is a college placement examination test. In addition, for the first time ever, the ACT test will be offered IN PRINCETON. Previously, students had to go to Cambridge or St. Cloud to take the test.

### **John Baylor Test Prep**

This is a college prep test prep software program that is offered to all of our students. The goals of this experience are to better prepare students for college prep exams and to help them to gain confidence.

**College Fair**

Minnesota State Colleges come to Princeton High School to tell students about their institutions.

**Learning and Living Committee**

This business and education committee sponsors several activities that enhance career to college efforts: Working Together (Educators go into businesses for summer job shadowing and bring back the information that relates to their courses), Working Together Phase Two (Business partners come into the schools to talk to students about work ready skills and other pertinent topics), lunch with a business professional (monthly opportunities for students to hear from local business professionals over lunch time), Business tours (Teachers go on tours of local businesses), STEM Summit: (a day of learning about careers through science, technology, engineering and mathematics).

**Robotics (VEX)**

Beginning in the fall of 2014, we will offer a new extra-curricular activity called Robotics. There will be teams at the Middle and High School levels. This is being sponsored by Pellco (Randy Pelltier) and Glenn Metalcraft (Joe Glenn).

**New Construction of High School Technology Education Space**

We are fortunate to have had referendum funds allocated to new space for technology education. There is the opportunity to have community partnerships in the use of these spaces. Construction will be completed in the fall of 2016.

\*\*\*\*\*End of memo from Dr. Julia Espe\*\*\*\*\*

Walker said this could be on the next EDA Agenda along with the Strategic Plan.

Fuhrman said the CEDS Survey comes up every year and the purpose is to identify projects that may be eligible for federal funding from the EDA. They have to be bigger scopes. Purchasing the remaining airport hangers she would not put on the list. Purchasing land for a potential Industrial Park could be on the CEDS Survey. There is a possibility that one hanger may access the airport. There are two hangers left that need to be purchased.

Chapman said she appreciates all the work she has done. Fuhrman was not from here and she put her feet into the projects. She hopes the City Council picks a person like her.

Walker said he seen a posting on the City website.

Fuhrman said a couple applications have come in. She is leaving them a complete list and her email and cell phone number if there are any questions.

Fuhrman said she appreciates working with them on the EDA Board. Princeton is moving in the right direction. We are growing and the decisions for the next couple of years will be important.

**MISCELLANEOUS:**

**A. EDA Balance Sheet**

The EDA Board had no comments.

**B. Verbal Report**

**1) Regional Housing Study**

Fuhrman said she had asked Baldwin Township if they would participate in this study and they did. Their household medium income was higher than any other county that participated.

Walker said they did the school area of a survey it was Baldwin Township that had the most reduced lunches which is strange for the income results. Princeton had a high availability of twin home lots that are platted and not much for single family homes.

Fuhrman said workers are leaving for higher wages from the area. She will leave a note to the person who fills her job to make sure the EDA, Planning Commission, and City Council receive a complete copy of the results. There will be a Regional Meeting in November that will be held in Mora.

**2) MN Design Team Visit – Invitation to Attend**

Fuhrman said the MN Design Team Visit is September 26<sup>th</sup> and 27<sup>th</sup>, 2014. She encouraged the EDA Board to attend. The Downtown Committee has put in so much work in this visit. They have concerns with Fuhrman leaving for her new job that nothing will be done with the results. She told the Downtown Committee to prioritize the list the Design Team comes up with and talk to the City. Some will be larger projects that might take time. Fuhrman told them to take the smaller projects first to help it move along faster. They should contact the County and the City on the larger projects. Safety of Rum River Drive is the concern. Fuhrman spoke to Bruce Cochran, Mille Lacs County Engineer and he will want to know the results on this in case they find stuff that needs changing for Rum River Drive. Mille Lacs County will be resurfacing Rum River Drive next year.

Clark asked who signs off on their last check for the company that does the resurfacing project of Rum River Drive when it is done. There is a crack down the middle of Rum River Drive that should have been fixed when the last resurfacing had been done and someone should check it before giving them their last check.

Reynolds said the resurfacing for Rum River Drive was bumped up because of the Downtown Committee. Their energy on this to have it resurfaced and to continue to talk to the County motivated the project.

**C. City Council and Planning Commission Minutes for August, 2014**

The EDA Board had no comments.

Reynolds said Resource Inc. has moved into a portion of the Rum River Health Services building. They will have an open house on September 30, 2014, from 3:30 – 5:00 P.M. This company works with mental health and substance abuse issues. This type of company could be a resource for other places that have an empty building.

Fuhrman said she asked Mayor Paul Whitcomb to attend. She encourages the EDA Board to attend also.

HALLIN MOVED, SECOND BY CHAPMAN, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:11 P.M.

ATTEST:

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Thom Walker, President

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Mary Lou DeWitt, Comm. Dev. Assistant