

**THE REGULAR MEETING OF THE EDA BOARD HELD ON OCTOBER 16, 2014, AT 6:05 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, and Victoria Hallin. Staff present were Mark Karnowski (City Administrator) and Mary Lou DeWitt (Comm. Dev. Assistant). Jolene Foss the candidate for the Community Development Director position attended also.

Absent were Charles Snustead, Cindy Riddle, and Grady Clark.

**AGENDA ADDITIONS/DELETIONS:**

Chapman would like a follow-up to the MN Design Team visit. Foss said she contacted someone involved with the visit and received an email in regards to the visit. She will forward the information to the EDA Board before their next meeting.

Karnowski said he has a video cd of the presentation, but has not looked at it yet.

Hallin attended the Chamber meeting this week and will give a MN Design Team visit review under Verbal Reports.

Walker would like to add under Unfinished/Old Business, Tab B, Prioritizing the Current/On-Going Economic Development Projects.

**APPROVAL OF MINUTES FROM REGULAR MEETING ON SEPTEMBER 18, 2014**

HALLIN MOVED, SECOND BY CHAPMAN, TO APPROVE THE MINUTES OF SEPTEMBER 18, 2014. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

**UNFINISHED/OLD BUSINESS:**

**A. CEDS Survey** (Comprehensive Economic Development Strategy)

Carie Fuhrman had brought this to the September 18, 2014 EDA meeting as a reminder that this will be reviewed at their October 16, 2014 meeting.

**Goal Setting**

The EDA chair requested to discuss goals for the EDA. A copy of the Economic Development Strategic Plan is 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 (EDA).

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 Zellar, 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.

Staff put together a memo of what the CEDS Survey top five projects were for the past three years.

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

Walker asked the EDA Board if there were any changes they would like from last year's survey.

Hallin questioned number five, "Feasibility study for the reuse and redevelopment of the former wastewater treatment ponds". She believes there are other things that are a higher priority.

Walker said if there is an opportunity for using that land it would be good to keep it on the list.

Karnowski said to market that land it would pretty much need to be given away because they would need to haul dirt in there to fill the ponds to ground level, and that most likely would equal the price for selling it. It is close to the waste water treatment plant and County Road 2, which is a ten ton road. They have not pursued this, but there is a party interested in putting together a solar farm on that property and is working with the Public Utilities on it. The company builds the solar units and use it for local power.

Reynolds commented if they are looking for fill dirt they are doing a renovation at their home and she had plenty of dirt that was hauled away.

Karnowski said with the solar system they could knock out the berm and it would flow to the river. They would not have to add fill. The ponds are clear from sludge.

Reynolds said we should leave number five as is.

Walker asked the EDA Board if there is something that needs to be changed from last year's survey.

Chapman said number three, "Strategic Marketing Plan for the community as a whole". Wasn't that just done with the MN Design Team visit.

Walker said that visit was mostly for the downtown.

Chapman said then we should reword it. Change the word plan to, develop to these plans.

Reynolds said a landscaping document needs to be in place.

Walker suggested changing the wordage to, implementation plan for what was the outcome from the MN Design Team. The trail connection is being implemented.

Chapman said there has been so many marketing strategies from the past that were not implemented and it would be nice to use this good plan and try to do some things the community wants.

Hallin agreed.

Walker said implement a time line and program for this project, an implementation plan.

Hallin said on the project descriptions page for the survey, the wording will need to be changed for project 4. She likes the marketing of Aero Business Park, but there is mention of future home of Walmart and they are here.

Walker said those are descriptions of what we are identifying as the top five projects. Staff can address the project descriptions before submitting the survey. On Aero Business Park we need a firmer cost. We should determine if we want the sale price to be for the property or what the assessments are on it.

Hallin commented that Aero Business Park is approximately a quarter less than Rivertown Crossing land.

Walker said we need to have firm prices. The land might be higher priced than other areas, but maybe we could put abatements in it for an incentive. He said the price was at \$2.60 per foot and that is more than the going rate.

Karnowski suggested getting a market analysis on the land. He said what the old fire station is valued at with the county, they would never be able to sell it for that price.

Reynolds said businesses are willing to come into a town where there is a building available. They are looking for existing buildings, they do not want to build. She gave an example of a business that is looking for a building.

Chapman said what about the old Police Department. That might work for them.

Karnowski was not sure of the old Police Department building size.

Walker continued on with the survey and said number 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", that ties in with the money that is set aside for the Industrial Park Study. Staff has been asked to set aside \$25,000 for the 2015 budget so we can have the full study done.

The EDA Board recommended to change the wording for number 3 to, "Implementation Plan for MN Design Team Recommendations". Also on the Project Description, number 4, remove Walmart from the wordage and update the wording in the paragraph.

Chapman questioned if number 3 should move to the number 1 spot.

Walker suggested moving number 3 to the number 2 spot, and 2 down to number 5 spot.

Karnowski said what he found with the Design Team in Lindstrom, it is not a plan we adopted word for word or idea for idea. Is it feasible to build a staging area until someone wants it.

Chapman said we are saying the same thing.

Karnowski said he did not get as involved as some think he should have, he did not want to sway people in what they wanted to say. He was disappointed in the recommendation to connect Riebe Park with Riverside Park and the downtown. He believes the DNR said we could build a bridge by the library area. This is where the staging area would be.

Walker said for the Implementation Plan find out if we can get a grant to make the steps for the Riverside area.

Chapman said they did the ground work and we need to follow through.

Karnowski said his idea would be if you go south of Riebe Park and make a camp area that would be in a circle area with camping and put in a bridge to the downtown. It is a good idea and we can improve on it. There are things we can do to enhance it.

Walker said there are not many camp sites in the city. He was surprised to learn that there are camp sites on the river that are available and are on a map.

Reynolds said they had canoed along Rum River and the banks are so muddy only Keith Kohler could make it to the camp sites.

Walker said it is a start-up plan. Rainbow Park is another idea for camp areas if it floods at Riverside Park.

#### 2014 CEDS Survey

The following projects were identified by the Princeton EDA in the 2014 CEDS Survey (in order of priority).

1. Provide additional industrial acreage with municipal services to accommodate growing businesses and help attract new businesses.
2. Implementation plan for MN Design Team recommendations.
3. Marketing and sale of Aero Business Park lots.
4. Feasibility study for the reuse and redevelopment of the former wastewater treatment ponds.
5. 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.

#### **B. Prioritizing the Current/on-Going Economic Development Projects**

Walker would like the EDA Board to review the list that Carie Fuhrman had put together before she left her position with the City of Princeton. He believes it would be helpful for Jolene Foss, candidate for filling the position of Community Development Director, to know what the EDA Board finds as a priority. He would like the EDA Board to review each item and rate them from

1-5, with number one as top priority. The sheets can be given to Foss to review. The EDA Board went through each item to familiarize Foss on them.

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

Try to do 2 Grow MN visits per month. They traditionally have been done with Fuhrman 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 file cabinet in Fuhrman’s office. The list of businesses already visited are in the folder as well. After Fuhrman’s departure, Karnowski is receiving emails from Kathi Schaff.

Chapman said that there have been approximately 10-15 visits done.

**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).

Fuhrman has been preparing agendas and minutes, especially as we prepare for the MN Design Team Visit. Fuhrman is 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 motivated group and instrumental in bringing the MN Design Team to Princeton.

Walker said this is more of a subcommittee of the Chamber. The new Chamber person should take this role over.

Foss said these two things she has experience with and she would like to do them.

Karnowski said to reactivate the downtown is an issue all around Minnesota. The groups that have been put together have to get creative.

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

Chuck Andrews, owner of Andres Auto, just north of Princeton, has been very active in trying to promote the installation of Electric Vehicle (EV) charges. The EDA is in favor of installing one in the downtown parking lot near the clock tower. Connie Wangen also approached the PUC 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.

Walker commented that the guy who sells the electric vehicles in Princeton believes the people that can afford them have money to spend, and why not have them spend it here.

### **GPS 45:93**

Continue sending a representative monthly to meetings. They send out businesses looking to potentially move from 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. Fuhrman encourages representatives from the EDA to attend on Princeton's behalf. Richard Baker can provide details.

Reynolds said she attends these meetings and Foss can contact Richard Baker on where the next meeting will be held.

Foss said she will attend the meetings.

### **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.

Reynolds commented that there are businesses in town that have said they would love to hire in town, but no one is qualified. So they have looked into this program. We need a qualified work force to support it. They have toured Tech Colleges and want to keep pushing on it and have some programs come into the schools.

Foss said she read that there are some programs already offered in the high school.

Reynolds said there is a welding van that comes to school that helps so the school does not pay all the expense. If another community has a program we want a different one so we have something new to offer.

Chapman said machinist are in demand in this town.

Foss read that Princeton is doing a Robotics program.

Walker said they are trying to, but not sure on the success of it.

Karnowski said that there is a group that has met quarterly and it has been mentioned that there is a shortage of people that have skills to step into a job in the industrial park, instead of having to train them in house.

Walker said they are starting to do their own training. Sharon Sandberg wants to set up an air plane mechanic school along with fabric replacing, and such for airplanes. Even a tarmac person. She has been pushing it very well and has three planes that have been donated, and half a dozen students that are there to learn. It is a higher education presence. We can look at supporting her if she needs it.

Foss said there are referendum funds allocated for this.

The EDA Board was not sure on that.

Foss said she read it in Fuhrman's notes.

Reynolds said the Princeton School Superintendent is seeing the need and pushing for it.

### **Industrial Park Study**

The RFP draft is complete. Fuhrman had 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 ([Kistin4440@gmail.com](mailto:Kistin4440@gmail.com); 651-238-4440).

Fuhrman has 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.

Walker said this has already been spoken of tonight.

### **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 Fuhrman's office, including a memo with what needs to happen to get Round Two going. The Round One file information is in the Chamber office.

Walker said there was free publicity on this. There are funds set aside for the next round. The prizes are \$10,000 per business. The Chamber should take the lead on this more for the second step.

### **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.

### **Mille Lacs County**

**Economic Development Task Force:** Monthly meetings that the new Comm. Dev. Director is asked to attend. Provide updates to the Princeton EDA on progress. They will be putting together a Strategic Plan in the upcoming months.

Foss said she will talk to Richard Baker on this.

### **MN Design Team Visit**

There have been concerns expressed regarding what will happen after the MDT is in Princeton. Fuhrman suggested to the Downtown Committee has been to put together the list of recommendations from the MDT, prioritize them, and identify which organizations need 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 so see the projects happen. Fuhrman said she cannot stress that enough!

The MN Design Team Visit will be reviewed at the November EDA meeting. Hallin will give a brief overall in the verbal report tonight.

### **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. Fuhrman said she would strongly encourage it to happen during MN Manufacturer's Week though to stay with the statewide theme.

The file is in Fuhrman's office in the black file cabinet under "MN Manufacturer's Week". She would highly encourage starting this up again.

Chapman said Grow MN targets the Industrial Park also.

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

- Recent Audit;
  - Steve Jackson and Fuhrman were working on this prior to her leaving. Jackson is completing the information requested from the audit.
- 609 Old Highway 19
  - 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 (101-123 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. Neilson 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 possibility of selling to 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): Fuhrman 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.

Karnowski said after the audit there was a six page letter sent that Fuhrman and Jackson had to find the answers to the questions. Some of the questions they could not find the answers and had to check with Lakes & Pines.

Foss said she will talk to Jackson on it.

### **New Businesses**

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

Hallin said she was told by some people that was not done.

Walker said the Chamber should be doing it also.

Foss will talk to the Chamber.

### **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. Fuhrman had suggested that the person taking over the Community Development Director position bring the pertinent points regarding the region and Princeton specifically back to the EDA, PC, and City Council.

The study will hopefully help in attracting developers on the former Acadian Homes site. \$3,000 was allocated from the City for their share in the study.

### **Rum River Health Services**

Rum River Health Services had taken out a Revolving Loan in April, 2012 in the amount of \$24,999. They have defaulted on the loan and the collateral was computer equipment. The City has collected the computers and now is in the process of selling them. A few of the computers were kept for a couple of City departments to use. Jensen Sales Plus is selling 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 that had been mailed on September 12, 2014. Dana is putting together a press release and putting something on the Lakes and Pines Facebook page as well. Information will be posted on the City website and facebook page.

Steve Jackson is the most experienced with the project and can answer questions. Fuhrman had requested that Dana hand out Media Waiver forms to recipients so the City can get photos and names to advertise this program.

There is a memo included in tonight's packet that will be reviewed by the EDA Board.

### **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. Fuhrman did not have a chance to add sites to this – the last time she had checked, there were some missing in city limits (Sherburne County only of course). She advised that the person taking over the Community Development Director position, keep in contact with Sherburne County.

**Broadband:** They are looking into broadband options more. They recently did a survey of businesses and organizations and their Broadband service. Fuhrman had emailed the survey out, and did get Princeton businesses that responded. They will be revealing the results at an upcoming meeting. She said to watch for information from Dan Weber.

Reynolds said that Mille Lacs County is involved with broadband and they have gotten free wifi and such. Residents in the city do have it. Fuhrman had attended some of the meetings.

Walker asked the EDA Board if anyone wants to add a priority to this list and then give them to Jolene Foss to review. Walker asked DeWitt to email the project list to the members that are not present tonight so they can also mark them with what they believe are priorities.

### **NEW BUSINESS:**

#### **A. Small Cities Program**

The Small Cities Program through DEED is the rehabilitation of eight (8) owner-occupied housing units and six (6) commercial buildings in the form of 0% interest loans, which turns into a grant. Deed requires that a large impact be had, and so they prefer smaller target areas versus entire communities. The area of the City showing the most interest will be the selected target area. Below is the requirement list for commercial and residential.

#### **Commercial Rehabilitation**

- \* 0% interest, 10 year loan that becomes a grant after 10 years
- \* 50% match of total cost of improvements required
- \* Maximum loan is \$23,000
- \* Qualified improvements:
  - Exterior repairs/improvements (windows, doors, signage, awnings, and roof);
  - Code violation corrections (handrails, exist signs, health & safety issues);
  - Ramps and bathroom accessibility conversions;
  - Energy improvements (heating system upgrades, insulation)

#### **Residential:**

- \* 0% interest, 10 year loan that becomes a grant after 10 years
- \* Maximum loan is \$23,000
- \* Income eligibility requirements
- \* Qualified improvements:
  - Repairs to address health and safety issues (smoke/CO detectors; plumbing, heating, electrical and lead hazard repairs)
  - Ramps, doors, and bathroom accessibility conversions (grab rails, wider doors, and entrance ramps)
  - Repairs to the structure & exterior envelop (foundation, windows, door, siding, roofing).

The Small Cities Program is being administered by Dana, Lakes and Pines Community Action Council. Dana contacted staff that she has two property owners who have applied for the cur-

rent Small Cities Program for commercial rehab for their buildings. During the previous grant project, these two buildings were rehabbed with grant funds. Typically, the applications will be accepted first come first served. Dana is asking if the City still wants to follow that rule and serve these two buildings or do we want to see what other properties come in so that more buildings get access to rehab dollars, and if no other owners apply, then serve these buildings.

Staff is asking the EDA's direction if they would like these two buildings served or wait and see if other property applications come in, and if no other property owners apply, then serve these properties.

Walker said the priority should go to new applicants with the understanding that previous applicants could have the balance.

HALLIN MOVED, SECOND BY REYNOLDS, TO SERVE OTHER PROPERTY APPLICATIONS FIRST AND IF NO OTHER PROPERTY OWNERS APPLY, THEN SERVE THESE PROPERTIES. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

#### **MISCELLANEOUS:**

##### **A. EDA Balance Sheet**

The EDA Board had no comments.

##### **B. Verbal Report**

###### **1) Introduce Jolene Foss**

Foss introduced herself and gave a brief synopsis of her work experience and schooling. She lives in St. Cloud and plans to continue living there so she would not have to relocate her four children. She is very excited to begin her career with the City of Princeton.

###### **2) MN Design Team**

Hallin said she attended the Chamber meeting and they will be getting the information out on the recommendations from the MN Design Team. Two of the prominent points were to get the city more connected and a community calendar. Promote and utilize the river more. They believed a staging area behind Steven's would be a nice focal point and having bump outs on the intersections of Rum River Drive. Hallin said Mille Lacs County is planning on resurfacing Rum River Drive next year and it might be hard to get the bump outs in the plans. The MN Design Team also said to remove the rod iron fences that are along the sidewalk mall area downtown.

Karnowski said Bruce Cochran, County Engineer, asked prior to the MN Design Team visit if the resurfacing should be delayed to see what the visit recommendations are first. Karnowski wants them to go ahead with the resurfacing. What is the EDA Board member's thoughts of delaying the resurfacing to combine with a larger project such as the bump outs or going ahead with the overlay.

Chapman asked how long the delay would be.

Reynolds said the overlay was bumped up to 2015 because of the Downtown Committee pressuring Mille Lacs County that it needs to be done. Reynolds said she talked to Cochran on this and asked if there is any funding available. He said there are Wheelage Tax funds that have not be ear marked for use yet. She will talk to him about the three intersections and what the cost would be.

Walker commented that there is a lot of vacant buildings along Rum River Drive right now and it would be best to do the overlay now with them vacant.

Karnowski said he will email Cochran and tell him to go ahead with the overlay. He will also ask him if there is funding available such as the Wheelage Tax.

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

The EDA Board had no comments.

CHAPMAN MOVED, SECOND BY HALLIN, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:46 P.M.

ATTEST:

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Thom Walker, President

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Mary Lou DeWitt, Comm. Dev. Assistant