

**THE REGULAR MEETING OF THE PRINCETON EDA BOARD HELD ON DECEMBER 20, 2012,
AT 6:00 P.M., AT CITY HALL COUNCIL CHAMBERS**

Paul Whitcomb called the meeting to order at 6:00 P.M. Members present were Mary Chapman, Grady Clark, Charles Snustead, Cindy Riddle, Thom Walker, and Victoria Hallin. Staff present were Carie Fuhrman and Mary Lou DeWitt.

APPROVAL OF MINUTES FROM THE REGULAR MEETING ON NOVEMBER 15, 2012

SNUSTEAD MOVED, SECOND BY WALKER, TO APPROVE THE MINUTES OF NOVEMBER 15, 2012. UPON THE VOTE, THERE WERE 7 AYES, 0 NAYS. MOTION CARRIED.

UNFINISHED BUSINESS:

A. East Birch Estates RFP Update

Fuhrman informed the EDA Board that at the November 15, 2012 EDA meeting, the decision regarding the Request for Proposals (RFP) for the West Branch property was tabled until further information was received from the NSP staff. NSP staff has since informed Fuhrman that the West Branch redevelopment project does not need to meet low income guidelines as this requirement has been met already with other NSP projects.

Fuhrman has updated the RFP from 2010 for the EDA Board's review with the sale price as negotiable, starting at \$262,200 (Estimated Market Value). Staff is requesting the EDA Board discuss what parameters they would like to see with the redevelopment project before the RFP goes out.

Snustead asked Fuhrman if she spoke to the parties that submitted a bid in 2010, to see if they would be interested.

Fuhrman said she has not contacted them.

Whitcomb reconfirmed that there will be no TIF funding available and to develop this site the watermain looping will be necessary.

The EDA Board agreed to leave it for open bids and not just ask those who had bid in 2010. Also, take the language out that Fuhrman highlighted regarding low income.

Fuhrman said she will have the market rate value and medium to high density rental housing.

Riddle suggest not addressing market rate and see what comes in meeting the guidelines.

HALLIN MOVED, SECOND BY WALKER, TO HAVE STAFF MOVE FORWARD WITH THE REQUEST FOR PROPOSAL 2012 MULTI-FAMILY REDEVELOPEMENT OF THE FORMER ARCADIAN HOMES PROPERTY LOCATED AT 101 WEST BRANCH STREET, WITH THE MARKET RATE VALUE FOR A MEDIUM TO HIGH DENSITY RENTAL HOUSING DEVELOPMENT, AND ALL REQUEST FOR

PROPOSAL RESPONSES SHALL BE RECEIVED BY FEBRUARY 28, 2013. UPON THE VOTE, THERE WERE 7 AYES, 0 NAYS. MOTION CARRIED.

NEW BUSINESS: None

OLD BUSINESS:

A. NSP Update

809 9th Avenue North (Bergstrom/Brodeen Property)

Fuhrman said the next steps are:

- * Set-up a closing date with property conservator once paperwork is back from the Courts and close on the property;
- * Hire contractor to remove the asbestos and vermiculite;
- * Demolish home;
- * Enter into Purchase Agreement with Habitat for Humanity.

903 9th Avenue North (Pickering Property – property in tax forfeiture)

Fuhrman informed the EDA Board that she has prepared a memo that Roxy Traxler, County Administrator, is taking to the County Board to get their initial reactions to offering the property at a very reduced price in exchange for the City taking responsibility of the clean-up of the site. As of tonight's meeting, she has not heard back from the County.

Fuhrman has discussed the property with an environmental consultant and NSP staff and it was decided to forego the Phase One and order a Phase Two instead. This is covered with NSP funding. Fuhrman is preparing the Phase Two Request for Proposals.

The remaining available NSP funds are \$66,395.

Whitcomb commented that we could run out of NSP funds and it could cost the City to clean up this site.

Fuhrman said she spoke to the NSP staff regarding this possibility, and they said we could land bank the property to give the City time to continue looking for rehab grants. They are okay with that.

MISCELLANEOUS:

A. EDA Balance Sheet

The EDA Board had no comments.

B. Verbal Report

1) Municipal Liquor Store Signage

Fuhrman informed the EDA Board that Scenic Sign Corp. submitted two separate quotes for a digital sign attached to the City Liquor Store pylon sign. The proposed sign would go below the current sign where text would display sales at the Liquor Store and community events.

Option #1 – 35mm Monochrome Red WatchFire by Time-O-Matic. The size is 38-3/4" x 7'8 - 3/4" and capable of 3 lines of 10" copy. The actual viewing area is 34" x 7'6". The total including installation and tax is \$19,845.00.

Option #2 – 19mm Monochrome Red WatchFire by Time-O-Matic. The size is 41" x 8'3" and capable of 6 lines of 5" copy. The actual viewing area is 3' x 8'. The total including installation and tax is \$23,355.00.

Fuhrman said the Liquor Store sign is at the maximum sign size in regards to the City Ordinance. Government signs are exempt from sign permits, but Fuhrman would prefer to take out a variance application, so the City is not doing something that others cannot.

Chapman said she requested a quote for a two sided message board, but this quote and photos do not show that. She believes it is for the two sides. Chapman said WatchFire is a good product. When looking at signage for the community sign, Scenic Sign was the most competitive and easiest to work with. Chapman believes their prices are realistic.

Riddle asked where the funds would come from.

Fuhrman said she did not know. This was just an idea since the School District is unable to contribute to a community sign. It is not in their 2013 budget.

Hallin commented that she was not supportive of the message board advertising school events. Since it would be on the Liquor Store sign it would not be good to have school events. She is in favor of City events and advertising for the Liquor Store.

Snustead asked if local businesses would contribute.

Chapman could ask the Chamber Board members, but they would most likely ask if they could advertise on it.

Fuhrman said when the community sign was discussed with the School District and the City, the Sign Board agreed not to advertise private businesses. She understands this would be a different sign than the community sign.

Walker suggested that businesses could advertise for a fee. He is not sure how effective this message board would be to raise community profile.

Fuhrman said if the city wants a community sign then we could look at that more.

Riddle said if the funding source is from the Liquor Store then they should be advertising on it.

Hallin commented that the Chili Fest and Community Block Party could be advertised on it.

Riddle said if the event is open to the community it should be advertised on it.

Hallin does not want to see school events on it, such as football games. Not on a liquor store sign.

Snustead would like the Chamber to contribute.

Chapman said they would like to know what they would get back from it if they contribute.

Fuhrman said that industries in town maybe could contribute, but how would they benefit.

Chapman has checked with Walmart and is waiting to hear on funding.

Walker suggested contacting the municipal lobbyist with the State and asking them if this type of signage would help the Liquor Store for sales.

Fuhrman will contact a municipal lobbyist and explain the signage we are looking at and see what they have to say. If they believe it does create revenue for the Liquor Store she will also pass this information on to the Liquor Store Manager.

Walker said he has mentioned this idea to the Liquor Store Manager, but nothing has been done with it.

Fuhrman said it would be great if this message board did create more revenue for the Liquor Store. The Public Safety building is going to be built on one of the lots of Aero Business Park, and the profits from the Liquor Store will help pay for it.

Walker said if Fire Department has money in their funds they should pay the EDA for the lot.

Whitcomb said any available funds they have are planned to pay for the extra bay.

Walker would like to see some funds back to the EDA for the balance owing on this property.

2) It Starts Here Challenge Update

Fuhrman said the deadline is January 31, 2013. There have been five applicants and one of

them did not qualify. They have given interviews to media outlets, and MN Business Monthly magazine will be putting their interview online.

Hallin suggested contacting the Initiative Foundation and ask them if they would like to put an article in their magazine. They had a great article about Joe Glenn's business.

3) Grow MN Update

Fuhrman said they had visited another business and the interview went well. The business owner shared some frustrations on how the taxes have gone up and how it affects his business. Fuhrman said that Carla Vita had approached her and Vita is working for DEED and needs to make some business visits. Vita would like to accompany Fuhrman on these visits so the business is not being overwhelmed with visits.

Chapman said when they do these visits they send the survey out first to the business so they can review the questions and in the interview they stick to the questions on the survey. Chapman commented that she would like to set-up another Chamber meeting like they did at Northern Attitudes and invite Sondra Erickson and Dave Brown. The businesses liked that they could ask them questions and received answers.

C. City Council and Planning Commission Minutes for November, 2012

The EDA Board had no comments.

Paul Whitcomb will not be reapplying for his position on the EDA Board because in the new year he will be the City of Princeton Mayor. Whitcomb received a plaque for his many years of service on the EDA Board and was thanked for his contribution.

HALLIN MOVED, SECOND BY WALKER, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 7 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 6:54 P.M.

ATTEST:

Paul Whitcomb, President

Mary Lou DeWitt, Comm. Dev. Assistant