

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
MARCH 28, 2013 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

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Mayor Paul Whitcomb called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were Victoria Hallin, Dick Dobson, Thom Walker and Jules Zimmer. Staff present: Finance Director Steve Jackson, Community Development Director Carie Fuhrman, Police Chief Brian Payne, Liquor Store Manager Nancy Campbell, Public Works Director Bob Gerold, Engineer Mike Nielson, City Clerk Shawna Jenkins and Attorney's Richard Schieffer and Damien Toven. Absent was Administrator Mark Karnowski

**AGENDA ADDITIONS/DELETIONS**

None

**CONSIDERATION OF MINUTES**

- A. Regular Meeting Minutes of March 14, 2013

HALLIN MOVED TO APPROVE THE REGULAR CITY COUNCIL MINUTES OF MARCH 14 2013. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**CONSENT AGENDA**

- A. **Permits and Licenses**  
B. **Personnel**  
C. **Donations / Designations**  
1. Resolution 13-14 accepting donations for the Civic Center  
2. Resolution 13-15 accepting donations for the Police K-9 Unit

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**OPEN FORUM**

None

**PUBLIC HEARINGS**

None

**REPORTS OF OFFICERS, BOARDS, AND COMMITTEES**

- A. Planning Commission from March 18<sup>th</sup>, 2013  
1. Verbal Update from Carie Fuhrman  
a. CUP for Princeton Auto – The Planning Commission reviewed and approved Princeton Auto to expand on south of their existing south lot and it will be paved by July 15  
b. CUP for Princeton Speedway –The biggest change is a slight schedule change that will allow for some races to be held on Wednesday nights to make up for rain cancellations. A Condition placed on the CUP was that there would be no more than 2 per month during June, July and August,

- and none once Schools are in session.
- c. Shooting Range & Gun Shop potential Ordinance Amendment - The Planning Commission will be holding a public hearing in April to allow for an indoor shooting range.

**B.** Princeton Visionary Committee minutes of March 25, 2013

**PETITIONS, REQUESTS, AND COMMUNICATIONS**

**A.** Princeton Wine and Spirits Grant Funding Request

Judy Potvin from Fairview / March of Dimes is requesting 6-8 bottles of wine to be donated to make gift baskets for their Silent Auction. All proceeds will go to the March of Dimes to help mothers deliver full term healthy babies and help with research to prevent premature births.

MOVED TO APPROVE THE DONATION OF 6-8 BOTTLES OF WINE FOR THE FAIRVIEW / MARCH OF DIMES SILENT AUCTION. SECONDED THE MOTION.

Whitcomb questioned the past practice of only approving those requests that will stay here in the community.

VOTE 2:3, HALLIN, WHITCOMB AND ZIMMER OPPOSED, THE MOTION FAILED

**ORDINANCES AND RESOLUTIONS**

**A.** Resolution 13-13 Interim Use Permit to allow a Church in the B-1 Central Business District at 127 Rum River Drive North

Fuhrman reported that Michael Brooks, on behalf of Greater Life Princeton/Zimmerman, has submitted an application for an Interim Use Permit for church services and other religious activities to take place on the premises at 127 Rum River Drive North (in a portion of the former Ben Franklin building). The property is zoned B-1, Central Business District, and is owned by Crystal Cabinets, who has approved the use of the property.

Great Life Princeton/Zimmerman is proposing to hold church services on the fourth Saturday of each month from 6:00 PM to 8:00 PM, and a Bible Study on Thursday nights from 6:30 PM to 8:00 PM. The church has already been hosting a bread distribution at this site on the first and third Saturday from 10:00 AM to Noon.

Fuhrman added that the B-1 Central Business District allows churches or places of worship as Interim Use Permits, provided that:

*(a) Such space is within a multi-tenant building.*

Staff Comment: The church is located in a multi-tenant building; however, at this time, no other use is occupying the building.

*(b) Joint parking arrangements allow for compliance with parking requirements for all uses (as regulated by Chapter VI, Performance Standards).*

Staff Comment: The applicants have proposed in their application materials that their attendees park on the street, in the parking lot across Rum River Drive (public parking lot), or behind the building.

Fuhrman said according to the applicant, the church has held one service and had about 40 people in attendance. As the Council is aware, downtown parking has been a topic of discussion as of late. Concerns of adequate room for parking for this type of use was discussed at length during the Planning Commission's review of the application. One suggestion was for the church to highly encourage attendees to utilize the public parking lots throughout downtown. Of course, this is completely voluntary.

The Planning Commission, among other conditions, recommended limiting activities to the specific events/gatherings as mentioned by the applicants in their application:

- a. Church services on the fourth Saturday of each month from 6:00 PM to 8:00 PM;
- b. Bible Study on Thursday nights from 6:30 PM to 8:00 PM; and
- c. Bread distribution on the first and third Saturday of the month from 10:00 AM to Noon.

Since the Planning Commission meeting, the applicant has submitted a memo questioning additional events that they may want to host, such as classes or community dinners and whether official approval is required. This is addressed further below.

**Signage.** As a condition upon approval, a sign permit application shall be submitted for review.

**Interim Use Permit Review Standards.** When reviewing an application for an interim use, the city shall base its judgment on the following factors and any other factors it may deem appropriate for the specific property. The interim use may be granted if:

1. *The proposed use is interim use listed in the district in which the application is being made;*

Staff: Churches and places of worship are listed as an interim use in the B-1 Zoning District.

2. *The date or event that will terminate the use can be identified with certainty and continued;*

Staff: According to the applicant, Crystal Cabinets plans to occupy the building in the future, but the exact date has not yet been determined, so they have agreed the church would occupy the space for the time-being. The Planning Commission did not recommend termination date or event, only that the permit be reviewed annually. Staff is recommending that the City Council establish that the Interim Use Permit terminate on the termination date contained in the lease agreement between Greater Life Princeton / Zimmerman and the property owner.

3. *the interim use does not result in adverse effects on the public health, safety and welfare nor does it create additional pollution potential for ground and surface waters;*

Staff: It does not appear that the proposed interim use will result in adverse effects on the public health, safety, and welfare, nor does it create additional pollution potential for ground and surface waters.

4. *Permission of the use will not impose additional costs on the public if it is necessary for the public to take the property in the future.*

Staff: It does not appear that permission of the use will impose additional costs on the

public if it is necessary for the public to take the property in the future.

Fuhrman stated the Planning Commission met on March 18<sup>th</sup> and recommended approval to the City Council of the proposed Interim Use Permit, subject to the following conditions:

1. The Interim Use Permit shall be reviewed annually.
2. Activities shall be limited to those as proposed by the applicant:
  - a. Church services on the fourth Saturday of each month from 6:00 PM to 8:00 PM;
  - b. Bible Study on Thursday nights from 6:30 PM to 8:00 PM; and
  - c. Bread distribution on the first and third Saturday of the month from 10:00 AM to Noon.
3. A sign permit application shall be submitted for review.

Fuhrman said the City Attorney has reviewed the Planning Commission's recommendation. He has pointed out that the Religious Land Use and Institutionalized Persons Act (RLUIPA) states that "No government shall impose or implement a land use regulation that unreasonably limits religious assemblies, institutions, or structures within a jurisdiction." In order to ensure compliance with RLUIPA, the City Attorney is recommending the specific restrictions on events per month, at specified times, for certain time periods, not be a condition of approval of the Interim Use Permit.

Based on the findings that the proposed Interim Use appears to meet the review standards and provisions as listed in the Zoning Ordinance, staff would recommend approval to the City Council of the proposed Interim Use Permit for a church at 127 North Rum River Drive, subject to the following conditions:

1. The Interim Use Permit shall terminate on the termination date contained in the lease agreement between Greater Life Princeton/Zimmerman and the property owner; and
2. A sign permit application shall be submitted for review.

Hallin said she is concerned with parking problems. Fuhrman said the Planning Commission discussed it at length and the applicants would be willing to encourage their parishioners to use the public parking lots

Walker asked when the interim term is up. Fuhrman replied it would be when their lease ends with Crystal Cabinets. Schieffer stated it should include an end date. Dobson asked if they could get it renewed if they wanted to go past the date set. Schieffer responded that they could renew when the time period was up if they so chose to. Walker asked if it would be suitable to do a year. Schieffer said if the council wants to do put a time frame on it as long as the applicant agrees.

Dobson suggested making it a year since we are adding that it will be reviewed annually. Walkersaid it wouldn't be them saying they need to leave in a year, but they can't have an open ended date.

**DOBSON MOVED TO APPROVE THE INTERIM USE PERMIT BE APPROVED TO ALLOW A CHURCH IN THE B-1 CENTRAL BUSINESS DISTRICT AT 127 RUM RIVER DRIVE WITH THE FOLLOWING CONDITIONS:**

- 1. THE INTERIM USE PERMIT SHALL TERMINATE ON THE TERMINATION DATE CONTAINED IN THE LEASE AGREEMENT BETWEEN GREATER LIFE PRINCETON/ZIMMERMAN AND THE PROPERTY OWNER; AND**
- 2. A SIGN PERMIT APPLICATION SHALL BE SUBMITTED FOR REVIEW.**

**WALKER SECONDED THE MOTION.**

DOBSON AMENDED HIS MOTION TO INCLUDE AN END DATE OF MARCH 28, 2014, AT WHICH TIME THE APPLICANT CAN COME BEFORE THE BOARD AND REQUEST A RENEWAL. WAKER ACCEPTED THE AMENDMENT

THE MOTION CARRIED UNANIMOUSLY

### **UNFINISHED BUSINESS**

~~A. WWTP Change Order (+\$60,000)~~

B. 21<sup>st</sup> Ave position statement

Jackson reported that the following is the proposed information that Richard Anderson plans to present to both the Mille Lacs and Sherburne County Boards.

The CURRENT plan is to extend the Aero Park Street South through the Airport and connect to 19th Ave So (Airport Road) thence East on 12th St. So. through the Industrial Park to 14th. Ave. (County 45) and South.

This will give the City of Princeton's new Fire and Police station direct Industrial Park access and a second exit for the Industrial Park. But, it will also give 6500 residents of Baldwin Twp. the badly needed access to the new Princeton commercial area, Walmart, a way around downtown Princeton and direct access to State Hwy. 95.

The problem with the CURRENT plan is that the road through the Airport eliminates the existing planned and zoned crosswind runway and creates a nightmare for the trucks coming and going in the Industrial Park. The possibility of even half of the Baldwin Twp. residents passing through the Industrial Park back and forth to the new Walmart on a daily basis will create huge problems with traffic and safety within the Industrial Park.

There is no one on the airport commission or owners in the Industrial Park that agree with the CURRENT Plan.

Everyone agrees that a road from the proposed new City Fire and Police station, a second exit for the Industrial Park and to create an access for Baldwin Twp. residents to get to Walmart and Highway 95 may be necessary.

But, no one wants to zigzag through the industrial park, over speed bumps and waterways, dodging trucks that are trying to back into loading docks or are parked at the curb waiting for dock space.

The CURRENT plan requires the City of Princeton to pay for the road without any help from the Counties or State unless a grant application is approved.

The City has been looking into a Federal Economic Development Administration Grant. The East Central Regional Development Commission would assist in filling out the application, but they have indicated that most, if not all, of the potential obstacles should be cleared before applying to the EDA. The minimum match is 1:1.

The City applied for the MnDOT Local Road Improvement Grant in 2011, but was un-

successful in obtaining that funding.

And his Alternate Plan:

**Proposed:**

To extend Mille Lacs county Road 39 from the intersection of 1st. St. and the present termination of Co. 39, South thru the Aero Park, East thru the "Doebler" property to the West side of US 169, Southeast to 14th. Ave extended and South to the corner of Sherburne County 45. This could be named "Inter-county 39.

**Purpose:**

- 1: To provide access to the Industrial Park for the Proposed new City of Princeton Fire and Police station.
- 2: To enable an access to the present Princeton Industrial Park from State Highway 95 and provide a second exit from the Industrial park.
- 3: To enable the 6500 inhabitants of Baldwin Township direct access to State Highway 95 and the new Walmart.
- 4: To preserve the original planned Turf Crosswind Runway at the Princeton Airport. All the Zoning is in place to make the original location a reality.

**Benefits:**

- 1: It will be a direct link from Baldwin Twp. to the new commercial area of Princeton including the new Walmart.
- 2: It will not have any stop signs between Co. 45 and 1st. St. thus making it a usable thru County Road.
- 3: It will not hinder or impede truck traffic inside the industrial park thus making it acceptable to the factory owners and safe for everyone using the road.
- 4: The "Doebler" property could be purchased, Rezoned and a new Industrial park developed as an added benefit to Mille Lacs County and Princeton.

**Funding:**

We are proposing that Mille Lacs County and Sherburne County be the primary entities building and funding the construction, as it is linking two important County Roads. Inter-County funding also brings in the possibility of State Aid and Federal sources in constructing this important link between the two Counties.

Princeton already has built the North section (Aero Park Rd) and that should be considered a part of its contribution to the overall project. The City of Princeton also is ready to make a grant application to the Federal Economic Development Administration thru the East Central Regional Development Commission to fund the CURRENT project.

In addition, if the City develops the "Doebler" property into the much needed industrial park, the City would be able to contribute the land necessary for that part of the road.

We propose that the land that was purchased from the Westling property be used for

the expansion of the Airport Hanger Area and that additional land be purchased for that purpose. All of this will be participated in with State and or Federal funds.

All land acquisition costs should be negotiated on the premise that it will develop and enhance the property and thus should be donated in exchange for said road access.

The Airport access road and the future hanger area that is proposed should be included in an updated master plan and thus a majority would be paid for out of State and or Federal funds.

The new Princeton Airport Pilots group and Flight Expo Inc., a 501C3 nonprofit, will work together with the Airport commission, City, Counties, State and Federal governments to enable and secure the funding necessary to make this project a reality in exchange for preserving the original Crosswind Runway.

**Action Request:**

At this meeting the Princeton City Council is asking for a show of support to pursue an Alternate Plan to connect Mille Lacs County Road 39 with Sherburne County 45 in a manner that will preserve the Princeton Airport Crosswind Runway and the Integrity of the Princeton Industrial Park.

Jackson stated that staff has discussed Anderson's presentation and feel he's done a good job of presenting his proposal. Still, we thought there may be some merit in putting together a position statement outlining the City Council's rationale for pursuing the 19<sup>th</sup>/21<sup>st</sup> connection and authorizing Anderson to make a presentation to the County Boards.

Staff offers the following as draft language for Council consideration.

**History:** Since the Princeton Industrial Park was constructed, the city of Princeton has had access concerns for that area because:

- There is only one road leading into the Industrial Park. From a public safety (police/fire/rescue) perspective, it is always desirable to have at least two ways to enter and exit an area so if one becomes unusable, there is a second route available.
- The city needs to relieve the pressure at the existing entrance/outlet. Especially during shift changes in the Industrial Park, the three-way stop at the intersection of County Road 45 and 14<sup>th</sup> Avenue South becomes very congested.
- To improve traffic flow at ancillary points. When shifts are changing in the Industrial Park, the heavy traffic on Rum River Drive is such that it dissuades potential shoppers from stopping because of the perceived difficulty for pedestrians to safely cross the street and because of the pressure on vehicles trying to parallel park on Main Street and/or maneuvering to get back into traffic. A second road from the industrial park to give workers another option to use might relieve that situation.
- To help facilitate the expansion of the Industrial Park. Many of the businesses in the Industrial Park have recently been in and are currently in growth mode. To encourage the further development of the Industrial Park and tax base, a second access and outlet is crucial.

The city has conducted a Feasibility Report for the extension of 21<sup>st</sup> Avenue South down to 19<sup>th</sup> Avenue South and, when the city applied for MnDOT's Local Road Improvement Program grant to construct the road back in 2011, the city did receive letters of support for the project from some of the Industrial Park businesses. But, the city is aware that there is also opposition to the road project if any portion of the cost is assessed back to the Industrial Park property owners.

**Conflict with Cross Wind Runway:** When the city's airport was originally designed back in the late 1970s, the design included a cross wind runway which would allow smaller and lighter aircraft to land when the wind direction is different from the prevailing northwest direction.

The total estimated cost of the crosswind runway is approximately \$2.8 million. If the current FAA grant funding program is used to fund its construction, then the city share could be about \$280,000. But, recently, the city airport engineer's review of the maximum potential use of a crosswind runway (given the prevailing winds at the airport) indicates that the estimated usage will not meet the recent FAA criteria for FAA partial grant funding for a crosswind runway. Without FAA funding, the city cannot afford to build the crosswind runway.

Further, the local FAA official advises the city that the FAA will not approve the construction of an extension of 21<sup>st</sup> Avenue on airport property so long as the crosswind runway is part of the city's airport plans. The 21<sup>st</sup>/19<sup>th</sup> connection needs to go on airport property to avoid costly wetlands mitigation costs. Given the FAA's position, the City Council believes the economic benefit to the city and the larger Princeton area is to connect 21<sup>st</sup> Avenue and 19<sup>th</sup> Avenue as opposed to building the crosswind runway. With the City Council decision to construct the new police/fire station on 21<sup>st</sup> Avenue, the connection between 21<sup>st</sup> and 19<sup>th</sup> is now even more critical.

**The Anderson Proposal:** When discussion about building the connection between 19<sup>th</sup> and 21<sup>st</sup> began, Richard Anderson proposed an alternative route connecting Sherburne County Road 45 to 21<sup>st</sup> Avenue by constructing a new road along the west side of TH169. Anderson suggested that the cost for that road could be picked up primarily by both Sherburne and Mille Lacs County as that road would connect Sherburne CSAH 45 with Mille Lacs County Road 39. The Princeton City Council initially supported that plan, especially since the proposal called for the costs to be shared by both Counties. But, upon further review, both County Engineers indicated that there are no County funds available for that new project and also have concerns about the amount of wetlands that would have to be mitigated in order to construct the road. At a recent City Council meeting where the future connection between 21<sup>st</sup> and 19<sup>th</sup> was discussed, Anderson requested permission to present his alternate location idea to both County Boards. The Council agreed to hold off making a decision about the 21<sup>st</sup> Avenue extension until Anderson has had the opportunity to make those presentations.

Walker said he would like to see the wording change, so it does not state that the road extension is to "get to Walmart", as that is not what it is proposed for.

HALLIN MOVED TO APPROVE THE ABOVE LANGUAGE. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Municipal Sewer & Water Hook-up project

Fuhrman reported that the City Council extended the deadline for property owners with access to municipal sewer and water to schedule hook-up by June 30, 2013. The direction to staff was to notify the property owners of potential programs to assist in funding all aspects of the hook-ups (abandoning existing septic system, sealing wells, hiring the contractor to hook up from the building to the street, and WAC/SAC fees). As has been mentioned, staff has had a difficult time finding grant programs that could assist with all of the pieces.

Staff has since discussed two ways in which the city may assist these property owners with the financial burden:

1) Offer a reduced rate to the property owners if they hook-up within a certain time period (pull the WAC & SAC permit by June 30, 2013 and complete the hook-up by September 1, 2013);

- The City Council could consider reducing the WAC and SAC fees to the reduced rates offered to existing structures from 2004 to 2010, which were as follows:

|                | Reduced rate | Current rate |
|----------------|--------------|--------------|
| WAC(per unit)  | \$750        | \$3,825      |
| SAC (per unit) | \$825        | \$4,202      |
| Total          | \$1,575      | \$8,027      |

- This offer could have the following conditions attached to it:
  - The structure existed prior to August 1, 1994;
  - The structure has access to a municipal water and/or sewer line.

2) The city and PUC assist in financing the costs of the projects.

- The city would pay up-front for the costs associated with the sewer hook-up and then assess the property owner for the costs. (The property owner would have to waive the assessment hearing).
- The PUC would pay up-front for the costs associated with the water hook-up and set up a payment plan with the property owner for the costs.

Staff is requesting direction from City Council if they would like to pursue these assistance options.

Hallin asked how many property owners are currently not yet hooked up. Fuhrman said about 30-40 households. Dobson added that some are hooked up to water and not sewer, and vice versa.

Dobson added that the City has tried to find funding to help these property owners, but it just does not seem to be available. He feels it is only fair to the rest of the residents that are receiving these services and paying for them, that the others do as well. He would like to see the rates reduced back to what they were for these residents as long as the property owners will attend the assessment hearings.

Walker asked if staff knew how many are rental properties. Fuhrman said she knows of a few, but she does not have an exact amount.

Schieffer questioned what would happen if the rate was reduced for these 30-40 property owners, and then someone built a new home and had to pay the current rate. He feels that could be considered discriminatory and could cause potential problems.

Whitcomb stated that it does have a clause that states the structure had to have existed prior to 1994. Schieffer replied that it could still be an issue for some people. Whitcomb said the hookup fees are not their only costs, as they have to hire someone to come in and do the work. Fuhrman added that they received some quotes and some of the complete hookups could cost near \$20,000. She added that she did send letters out to a few homeowners that could be eligible for assistance thru the county.

Hallin asked if anyone has hooked up since this has been discussed. Fuhrman stated no new hookups have occurred yet, but they did find some that were hooked up and not on the records.

Walker stated he is in favor of offering the reduced rate, but he doesn't feel it should be less than what it was at the time other residents hooked up.

WALKER MOVED TO DIRECT STAFF TO MOVE FORWARD ON THE MUNICIPAL SEWER AND WATER HOOKUP PROJECT, REDUCE THE RATES TO THE 2000 ACTUAL TES OF \$750 FOR WAC AND \$1,125 FOR SAC AND APPROVE THE ASSESSMENT LANGUAGE. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

#### D. Downtown Parking Update

Jackson stated that at the March Study Session, some downtown business owners inquired about downtown parking issues. Karnowski indicated he would check with both the League of Cities and the Clerk/Administrator Listserv to see what other cities have done. Here's what he has learned so far:

**City of Excelsior** (population 2,360): Excelsior has been discussing parking issues for over a quarter century and are still talking about it.

Currently, Excelsior has 3-hour on-street parking on most of the streets downtown as well as 3-hour parking in sections of the municipal parking lots adjacent to the businesses (the City designates the middle area of the municipal parking lots for longer term parking). The longer term parking areas are designed for use by the apartment dwellers above the businesses, business owners, and employees.

At one point, the City tried requiring business owners and workers to park in areas outside of the main downtown and received permission from some local churches and other businesses that had larger parking areas for business owner and employees to utilize their parking. To encourage the private lot owners to participate, the City maintained those areas in exchange for using these areas for public parking (they too were designated for 3-hour parking). The hope was that the business owners and employees would be willing to walk a short block or two (this was just during the summer months), but they got less than 1% who actually participated. In response to that plan, some business owners apparently then parked in the adjacent residential areas, while other business owners and employees went out and moved their cars every few hours.

Other tools that the City has explored and used include establishing a parking impact fee that businesses could pay to meet the off-street parking requirements when a new business comes in that requires more parking or an existing business wants to expand. Excelsior also tried shared parking, off-site parking, etc. through a conditional use permit process. The City of Excelsior charges an annual maintenance fee to the businesses who do not have onsite parking and use the City's municipal lot to meet their parking requirements. Excelsior also has metered parking along the City Park. They used have metered parking in front of businesses that weren't on the main street of the downtown, but those meters were removed.

Excelsior has also looked at purchasing vacant property for parking.

The City used to have two hour parking in the downtown and there were complaints that the time was too short. Our downtown area is small and people were visiting more than one business and it took them longer to finish their business. The three hour parking that is in place now seems to work the best. The City also some 15 minutes and 30 minute areas to appease some businesses that have customers who come into their store for shorter periods of time (coffee shop, ice cream shop, dry cleaners, etc.)

**City of Fairmont** (population 10,619): Fairmont has posted and enforces a 2 hour parking limit in their downtown area. In addition, they have several 8 hour parking lots, just off of their Downtown Plaza. Similar to Princeton, most of their violators appear to be business employees from the downtown area, or the apartment renters.

Fairmont has a Downtown Association made up of the business owners in their downtown area and they were involved in the decision to enforce the limited 2 hour parking. Fairmont's Mayor is also one of the business owners in their downtown area and was an advocate for having the limited time parking.

They advise that, on a "rare" occasion, a shopper will get a ticket and that most businesses will refund their customers if they are ticketed. Fairmont's fine for a violation of the limited time parking zones is \$25.00 and they have a Parking Monitor who makes rounds and tickets vehicles in violation.

**City of Cambridge** (population 8,209): We have had the same complaints over the years from the downtown business owners. What we advise these owners is that if they complain, they have to help the situation too. They need to tell their employees to park in the city owned parking lots to free up the parking on Main Street. The City does have several lots that the owners and employees are supposed to use. We have the parking lot next to the Legion, the parking lot near the RR tracks, another small lot behind the bakery, a lot next to the old courthouse, and the lot to the west of Leader is open to the public. For the most part, it seems that most owners and employees are finding other spots to park rather than on Main Street. The Main Street parking seems to come and go and not block store fronts all day long. We did install 2 hour parking signs, but we do not monitor them so we are not sure how effective they are. The 2 hour parking signs would be effective if we had the police department to monitor it, but it won't solve the problem. This is one of those issues that will never go away, and I don't think there is an end solution, someone will always complain!

**City of Princeton:** The City owns 4 parking lots in the downtown area, which provide 364 free, off-street parking spaces. The attached exhibit shows these parking lots.

Brian Payne, Police Chief, did some monitoring of the downtown parking on Tuesday, March 12<sup>th</sup>. He observed that several business owners were still parked in the downtown parking spots along Rum River Dr. and First St., a lot of business people were parking along 6<sup>th</sup>. Av. N. in front of Cooks, and there were three of the five parking spaces behind Ossell's taken up by owner/employee parking. At that time, he observed two vehicles parked in the city lot between Trinity Church and the Masonic Hall.

**EDA Discussion:** As requested, the EDA discussed this topic. The EDA recommended the City Council place 16 signs throughout downtown that state "Customer Parking Only Please". The recommendation was to place two signs per block on each side along Rum River Drive from 2<sup>nd</sup> St N to 2<sup>nd</sup> Street S and along First Street from 6<sup>th</sup> Ave N to 4<sup>th</sup> Ave N.

Whitcomb stated he appreciates that the EDA discussed it but he himself does not see an issue, nor do many property owners he spoke to. He said he feels the property and business owners should work it out. Dobson said he agrees with Whitcomb. Some business owners say there is a problem and others that say there is not. He feels the business owners should sit down and work thru the problem themselves.

Kelly Ossell Guptil stated this is more than a business to business issue; it is the health of our downtown. This is about customers having access and be able to walk a short distance to be able to patronize the businesses. This is affecting the health of downtown.

Whitcomb said he heard one of the reasons there is no parking available is because the employees and business owners park there. He said if those employees and business owners were to park elsewhere there would be available spaces for customers. He added that a sign that says "customer parking only please" is not going to deter people from parking there.

Hallin said the EDA's thought was that if people see those signs it would be a visual to remind her not to park someplace if they are not a customer. She was in support in putting signs out, hopefully on existing poles to keep costs down. Dobson said even with the signs, the offenders don't care and they will likely park there anyway.

Payne said administrative citations are not allowed so they would be required to give state citations for parking violations. Those start at \$100 plus any court or additional costs.

Hallin said she is not in favor of a 2 hour parking limit, as people can easily spend more time that that shopping or having lunch. She said she is in support of the "customer parking only please" signs that the EDA has suggested.

Zimmer said he is not in favor of the 2 hour parking either, as enforcement would be a big issue. He added that it sounded like there were only a couple people that were the problem, so he suggested all the other business owners go to those people and talk to them and ask them nicely to park elsewhere.

Walker said when it was discussed at the EDA meeting; it wasn't necessarily meant to be enforced. They thought these particular signs asking "customer parking only please" would be a good gesture and a place to start to see how it works.

Ossell Guptil stated there was a truck parked there from 8:30am to 4:30pm today. Payne responded that it was a spay and neuter assistance program that was parked in front of Andy

and Terry's Pets. Ossell Guptil stated she had spoken to them and they said they would move across the street, but they have not.

Whitcomb commented that when he has been downtown, there is parking available, just not always directly in front of the door.

Payne asked how many parking spaces were behind the store. Ossell Guptil replied that there are approximately 8 spaces. Payne asked why she and her employees do not use the public lots so those 8 spaces would be available for customer parking.

Ossell Guptil stated she felt she was lambasted in the paper by Planning Commission member Mitzi Mellott. Mellott stated her letter to the editor simply stated she was not aware of the issue because they have never been approached or contacted about this issue. Wendy Wicter says she owns Princeton Realty and she has never met Ossell Guptil or been contacted either. She has had notes left on her vehicle, but no one was complained or contacted her office.

DOBSON MOVED TO TABLE THE PARKING ISSUES UNTIL THE COUNCIL GETS INTO BUDGET DISCUSSIONS AS THERE IS NO FUNDS AVAILABLE FOR SIGNAGE AT THIS TIME. HALLIN SECONDED MOTION. VOTE: 4:1, WALKER OPPOSED. THE MOTION CARRIED.

## **NEW BUSINESS**

### **A. Hiring a Community Development Summer Intern**

Fuhrman said she is requesting permission from the City Council to hire an intern for the summer months. She has set aside \$2,500 in the CIP for this position. She is hoping the intern can help with the following projects:

- Review compatibility between the Zoning Map and Future Land Use Map.
- Update the Zoning Map and Comprehensive Plan Future Land Use Map from recent amendments that have occurred.
- Add the digital floodplain files to the GIS computer.
- Assist in revamping the Subdivision Ordinance.
- Compile accurate list of vacant lots.
- Create a user-friendly checklist for the overall development process and update handouts.
- Other duties.

Fuhrman added that these are projects that she would like to get done, but has not had the opportunity to work on. If the City Council approves, she would like to advertise for the position and begin the interviewing/hiring process.

HALLIN MOVED TO APPROVE FUHRMAN TO ADVERTISE FOR THE SUMMER INTERN POSITION AND BEGIN THE INTERVIEWING AND HIRING PROCESS. DOBSON SECONDED MOTION. THE MOTION CARRIED UNANIMOUSLY.

### **B. Mayoral Proclamation in observance of National Donate Life Month**

DOBSON MOVED TO APPROVE THE MAYORAL PROCLAMATION IN OBSERVANCE OF NATIONAL DONATE LIFE MONTH.HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

c. Mayoral Proclamation of a Day of Prayer on May 2, 2013

DOBSON MOVED TO APPROVE THE MAYORAL PROCLAMATION OF A DAY OF PRAYER FOR MAY 2, 2013. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

### **MISCELLANEOUS**

#### **BILL LIST – \$121,695.97**

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$100,999.16, AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 67745 TO 67796 FOR A TOTAL OF \$164,394.97. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

### **ADJOURNMENT**

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:50PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins  
City Clerk

ATTEST:

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Paul Whitcomb, Mayor