THE MEETING OF THE EDA BOARD HELD ON JANUARY 19, 2017, AT 6:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS

The meeting was called to order at 6:00 P.M., by Thom Walker. Members present were Troy
Minske, Genny Reynolds, Jules Zimmer, and Victoria Hallin. Staff present were Mary Lou
DeWitt (Comm. Dev. Assistant). Jolene Foss (Comm. Dev. Director) was available per phone.

Absent were Sharon Sandberg and Charles Snustead.

OATH OF OFFICE:
Victoria Hallin and Jules Zimmer took the Oath of Office.

ELECTION OF OFFICERS:
HALLIN MOVED, SECOND BY MINSKE, TO NOMINATE THOM WALKER, FOR THE EDA BOARD
PRESIDENT. THERE BEING NO OBJECTIONS, THE EDA BOARD VOTED ON THOM WALKER FOR
THE EDA BOARD PRESIDENT. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION
CARRIED.

MINSKE MOVED, SECOND BY ZIMMER TO NOMINATE GENNY REYNOLDS, FOR THE EDA BOARD
VICE PRESIDENT. THERE BEING NO OBJECTIONS, THE EDA BOARD VOTED ON GENNY REYNOLDS
FOR THE EDA BOARD VICE PRESIDENT. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS.
MOTION CARRIED.

HALLIN MOVED, SECOND BY REYNOLDS, TO NOMINATE CHARLES SNUSTEAD, FOR THE EDA
BOARD TREASURER. THERE BEING NO OBJECTIONS, THE EDA BOARD VOTED ON CHARLES
SNUSTEAD FOR THE EDA BOARD TREASURER. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS.
MOTION CARRIED.

REYNOLDS MOVED, SECOND BY ZIMMER, TO NOMINATE VICTORIA HALLIN, FOR THE EDA
BOARD SECRETARY. THERE BEING NO OBJECTIONS, THE EDA BOARD VOTED ON VICTORIA
HALLIN FOR THE EDA BOARD SECRETARY. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS.
MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:
HALLIN MOVED, SECOND BY MINSKE, TO APPROVE THE AGENDA. UPON THE VOTE, THERE
WERE 5 AYES, 0 NAYS. MOTION CARRIED.

APPROVAL OF MINUTES FROM THE REGULAR MEETING ON DECEMBER 15, 2016
HALLIN MOVED, SECOND BY WALKER, TO APPROVE THE MINUTES OF DECEMBER 15, 2016.
UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.
UNFINISHED / OLD BUSINESS:
A. Purchase of Forfeited Property
Community Development Director Memo:

Mille Lacs County has a parcel of land located to the east of Aero Business Park that has gone into forfeiture. The City has been budgeting and planning for the purchase of the three remaining parcels along that eastern side of the street for numerous years.

The long term intended use of this property would be for access into the R-3 Multi Family Zoning District that is east of 21st Avenue.

Staff has requested that the City of Princeton offer to buy the land at the purchase price of $1,800.00. The special assessments on this particular parcel is $2,024.46 and would be paid in full.

The acquisition of these parcels have been budgeted for in the 2017 Capital Improvement Plan.

Foss said that the City Council approved to purchase the one parcel. That leaves two remaining parcels that would need to be purchased. The owners of those lots are Jim Roxbury and Hansen. So we have to work on that.

B. Aero Business Park Development Criteria
Community Development Director Memo:

The City Council recently decided that in an effort to encourage development in Aero Business Park, they would sell the Aero Business Park lots for $1 plus the cost of the remaining assessments.

The approved development criteria is described below:

1. Sale is contingent upon a minimum tax value increase agreement for the proposed facility of $400,000. With the current class rate, we should see the previous investment that the City made in preparation for these lots recovered in approximately 10 years.

2. Buyer shall obtain a contractor and lender and prepare plans for development of the property in full compliance with City, local and State building codes and zoning ordinances, to be constructed within one year of the closing approved by the Planning Commission and Council. The Purchase Agreement shall establish minimum requirements prior to closing including size of building, type of construction and intended development purpose.

3. At the time of closing, Lender and Buyer shall fund the development costs in escrow with the title company, assessments shall be paid to the seller and seller shall provide a limited Warranty Deed to Buyer. The limited Warranty Deed will assure completion
of construction of a development that meets the previous criteria including the $400,000 minimum tax value increase requirement.

The Community’s goals focus on job creation, recovery of expended costs and tax base development, as well as increased livability, improved amenities and increased quality of life. These development incentives are being offered in the hope that increased development in Aero Business Park will motivate development in Rivertown Crossing and throughout the community.

Foss said the City Council has decided on this criteria for the lots. The criteria has not been finalized yet, we still need to look at non-profit organizations. The City Attorney is looking at maybe having a disclaimer for them. A possibility is a development charge or an additional fee since they are tax exempt.

Walker said a church would not fit in B-3 Zoning District.

Reynolds said a hospital or clinic would be tax exempt.

Foss said Boy Scouts or Girl Scouts are also tax exempt. We have to look into it more.

Walker asked if there is a way to restrict the zoning.

Foss said that if it is okay in B-1 and B-2 Districts it is allowed in B-3 Zoning District. She said we cannot be discriminatory so it is a legal thing she does not know the answer for. Butch Drew’s would be interested in the corner lot. He wants to see what our requirements will be. If he is unable to meet them than everyone after him would have to meet the same requirement. Drew’s was speaking with the Pantry on building on his site off of First Street.

Zimmer asked if Drew’s has the property across First Street from Aero Business Park.

Foss said yes, he wants to build mini storage there maybe. There is a moratorium on mini storage now. She is looking at that now. Karnowski (Administrator) wants them in the Industrial District. Foss said she spoke to DeWitt on this and she questions why give up prime land where jobs can be created. Foss is looking into it. She does not think the Aero lots or Drew’s corner lot would work well for mini storage.

Walker asked if the Aero corner lot has the same tax because it is a two acre lot.

Foss said that it would be the same tax as the other one acre lots in Aero Business Park. She had thought of that and no one else mentioned it. She thinks maybe to just leave it. She is still working on the nonprofit. Time line is hopefully soon. She had January 1st to have the Development Agreement ready and she is past that time frame.
Walker asked what is holding this up, is it the nonprofit issue.

Foss said yes. Tying a full time job to it was also in discussion and has been set aside. It might be too restraining for a potential developer.

Walker asked what the EDA Board had wanted for use in Aero Business Park when the land was first platted to be developed.

Foss said it was zoned B-2 and then later rezoned to B-3 District where more businesses can go in there.

Walker said to have a full time employee would be good in the Development requirement.

Foss asked how many jobs tied to each parcel.

Walker said three per parcel.

Foss said that might be steep.

Minske commented that three does not seem like a big number and it just depends on the business.

Walker said either or, paying taxes or you have full time employees. That could be the criteria.

Foss said she will ask the City Attorney on that.

Walker said if someone wants to sign on the bottom line to buy a lot, can we make this criteria finalized sooner.

Foss said yes. Jackson (Finance Director) liked having full time employment to it. Maybe have one or two full time employment created.

Zimmer said to put a number on employees could make it difficult.

Walker said the either or with tax base or employees.

Reynolds said the first criteria on the memo speaks of minimum tax value increase for a proposed facility of $400,000, so wouldn’t that wordage work.

Foss said the tax value would increase, but does not pertain to nonprofit organizations.

Walker suggested putting the wordage of minimum paid taxes. Nonprofits could pay the full price.
Foss will look into that wordage of paid taxes. Property tax exempt still could have a lot of funds to work with so we need the wordage in the criteria.

Walker said if nonprofit does not have the full time employees, they would have to pay the original price.

Foss will look into the wordage with the City Attorney for creating full time jobs or pay full taxes.

C. Moving In, Out, and Over (U of M Extension)
This is a survey of baby boomers and housing issues. Reynolds said she would like to combine this review with Rural Trends and ECHO update.

D. Rural Trends (U of M Extension)
This article is about how rural Minnesota small towns census figures show in 2010, 16% of the country’s population lives in rural areas and that is down from 20% in 2000. This article talks about the “Rural Brain Gain Trend”. The age group is 30 to 49 that are making the move to the rural area. Reasoning for their move is simpler pace of life, safety and security, and low housing cost.

Reynolds will speak more on this in the ECHO update.

E. Transportation Advisory Committee
Timber Trails Public Transit is writing a grant to Easterseals Project Action Consulting under the Accessible Transportation Community Initiative. The overall goal is to increase and improve independent mobility for people with disabilities and older adults through the development of transportation coalitions. If awarded, Timber Trails would be awarded up to $25,000 for the initial phase of the project and up to an additional $75,000 once an action plan has been completed and approved.

Older adults and people with disabilities often choose to not engage in needed or desirable activities because resolving the issue of “How will I get there?” is inconvenient, difficult, costly, or impossible. This project will help communities find solutions at the local level to improve transportation access with the ultimate goal of enhancing the quality of life for children, families, caregivers, and older adults.

The Accessible Transportation Community Initiative Project is a system change model designed to improve access to and use of transportation options in the community. If funded, the Timber Trails Public Transit Coalition would receive on-site facilitation and targeted technical assistance during a two-day event to learn the Accessible Transportation Community Initiative model and develop an accessible transportation plan.
Foss said she attends the meetings quarterly. Getting rid of the blue bus, the City is not paying for the insurance or maintenance. Timber Trails has taken the place and the Senior Diner is paying half of the monthly pass where they are making this work for them. She is supportive of the grant and will be on the Advisory Committee. If they have any information on the public transit needs, let her know.

Timber Trails Public Transit services Mille Lacs and Kanabec Counties. Tri-CAP services Sherburne County. She has talked to Tri-CAP and will talk more to them in regards to transportation of those out of town that work in Princeton.

Walker said that ECRDC has transportation also and they are talking about a joint venture with Arrowhead that is the Duluth and Pine County transit. Isanti uses Heartland Express.

F. Greater MN Parks & Trails Update
Foss said that is for information only. Foss had shared an email from Andrew Witter, Sherburne County Public Works Director/County Engineer. In the email, Witter stated there has been continued discussions regarding the trail. There is an opportunity of gaining Regional Trail status for the Great Northern Trail through the Greater MN Regional Parks and Trails Commission. Mille Lacs County has previously submitted an application for regional designation on their portion of the Great Northern Regional Trail, but were unsuccessful. Witter contacted Bruce Cochran, Mille Lacs County Engineer, to inquire about a joint application. This would provide a stronger chance to obtain regional trail designation. This would open up other funding opportunities to build, enhance and maintain the Great Northern Regional Trail. As this progresses, we will likely be reaching out to the different agencies from Elk River through Mille Lacs County for support.

Foss said she went to Hinkley last week and there was talk on regional designation application, Sherburne, Isanti and maybe Mille Lacs County will be involved and we would be a partner in that. They would like a loop of trails connected. Cost to instruct and maintain is a concern and that is what the issues are of putting the trails in. She supports the trails. It was a Council goal to promote and complete the trail system. The City will be renewing their membership with Greater MN Parks & Trails.

G. Sherburne County CEDS
Foss said that Sherburne County, Wright County, Benton County, and Stearns County are applying for the CEDS grant. This is just like what we apply for and meeting the criteria for Federal funds. Foss thinks there will be another meeting coming up soon.

H. Mille Lacs County Internet Outreach Program
Foss said Mille Lacs County hired Advantenon Wireless to do a Feasibility Study for the internet and then the second part was to conduct a free Community Outreach Education Programs on
rural wireless Internet services throughout the county. They could get started for $800,000 and then could continue once rate payers would be on the service. The community outreach was here at City Hall on January 10th. They have other meetings that they will hold in Mille Lacs County.

Reynolds said the towers are 300 feet tall and goes over the trees and hills so service is better. Mille Lacs County is under served in the rural areas. Mille Lacs County will be first to get the grant and there is a match on the grant.

Foss said that when they first did the Feasibility Study it was to run fiber to the home and that was too expensive, so fiber to the towers would be best. The more input the county receives from residents would be helpful to get this to move forward.

NEW BUSINESS:
A. ECHO Update
Reynolds said she will give a brief overall of the “Moving In, Out, and Over” and “Rural Trends” with this. The baby boomers are at the age of retiring and they are looking for single family homes that are single level. They want maintenance free where there is no yard work required. The study also brought up the brain drain where it is professionals that want to get out of the cities and move to the rural areas. This is important and needs to get out so Developer’s know what is in demand.

ECHO is a Rural Housing Study. For Mille Lacs County the most important need is senior housing and single family homes. We do not have a lot of rental units. Central MN Housing Partnership is going to reapply for the old Arcadian Home site. They still want to build a 24 unit apartment building. CMHP has purchased an apartment by the Princeton Library and they were also approached by Belle Haven townhomes of their site.

Reynolds said they will be having another meeting and anyone can attend. They highlight the need for housing. Isanti County is more proactive and building more housing. They have apartments, single family homes, and are also looking at senior housing.

Foss said it would be nice if either she or Reynolds were at the next ECHO meeting.

B. Comp Plan Update
There will be a Comprehensive Plan update at the February 9th, City Council meeting. She is inviting the EDA Board and the Planning Commission Board. The update will give the time line schedule.
MISCELLANEOUS:
A. EDA Balance Sheet
There was no EDA Balance Sheet.

B. Verbal Report
Foss had no verbal report.

C. City Council and Planning Commission Minutes for December, 2016
There were no comments from the EDA Board.

ZIMMER MOVED, SECOND BY HALLIN, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:04 P.M.

ATTEST:

Thom Walker, President
Mary Lou DeWitt, Comm. Dev. Assistant