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

Absent was Troy Minske. (Minske arrived at 6:04 P.M.)

**AGENDA ADDITIONS / DELETIONS:**

HALLIN MOVED, SECOND BY SNUSTEAD, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

**APPROVAL OF MINUTES FROM THE REGULAR MEETING ON NOVEMBER 17TH, 2016**

REYNOLDS MOVED, SECOND BY SNUSTEAD, TO APPROVE THE MINUTES OF NOVEMBER 17TH, 2016. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

Troy Minske arrived at 6:04 P.M.

**UNFINISHED / OLD BUSINESS:** None

**NEW BUSINESS:**

A. **2018 Comprehensive Plan Update Memo**

Foss said that WSB Engineering is the consulting firm. She met with them and what will be happening. The project schedule will be changing since it is already behind. She asked the EDA Board to send her an email if they want anything addressed in the Comprehensive Plan Update. She did ask them to look at solar sites and antenna overlay areas where there can be an antenna expansion for additional towers. The Comprehensive Plan is updated every ten years.

WSB Engineering memo says they will create a project website on mySidewalk as a means of two-way communication with the public throughout the planning process. They will also use the City Facebook site. They plan to have an open house about six months prior to the land use map being adopted. This will provide residents time to comment and the City time to make land use adjustments that are warranted. WSB Engineering would like to have focus groups put together with local businessman, seniors, and youth. They would also like to invite the four neighboring townships and two counties to begin a conversation about common growth related issues.

Walker asked if a traffic study will be included in this.
Foss said there will be a traffic study for a specific road in town. That would be a transportation plan. Out by Burger King and Marathon Station intersection is being looked at. Sherburne County has met with the Police Chief and Public Works Director. With this Comprehensive Plan update, we will look at how we would expand in the westerly area. Something for future growth and land use.

Snustead asked what the progress is on 21st Avenue South.

Foss said there is nothing happening with that right now. Might be a while.

**MISCELLANEOUS:**

**A. EDA Balance Sheet**
There was no Balance Sheet provided.

**B. Verbal Report**

1) *Aero Business Park Development Criteria*
Foss said that the City Council has approved the sale of the Aero Business Park lots for $1 plus the assessments. The City Attorney is putting together a development criteria and some of the thoughts are the minimum building value would be $400,000 and the building would have to be up in a year. When the development criteria is completed it will go to the City Council for approval. Another thought is the development has to have two full time jobs or higher tax value. The City is not trying to make it difficult for developers, but we want development with jobs. We do not want these lots for spec buildings, unless someone is going to sign a lease for the spec building.

Walker said he is okay if the development criteria does not stipulate that they have to add employment and let them build a spec building. He is okay with that.

Minske said both ways would work. You are getting tax value with a building, but what if it does not sell or get leased.

Snustead liked the criteria stating the site should offer some jobs. There was a focus in the past to have jobs created with these lots. Even if it was a small number of employees.

Reynolds asked if tax abatement could be on these lots.

Foss said the City would not go with tax abatement since they have been paying assessments on this land. A conceptual design would be required. The corner lot someone is interested in. There is a little bit of madness from other land owners out there that they feel they are competing with the City on land sales.
Snustead asked what happened to Culver’s coming to town.

Foss said they just did not bite on the land. She has talked to a laundry mat owner. Friendly Buffalo may open in the spring. Quik Trip may be coming to the land south of Caribou.

Walker asked what the zoning is on Aero Business Park. Can retail go there.

Foss said it is B-3 and yes, retail can go there.

Snustead asked on the corner of 21st Avenue and First Street where the building was removed, is that lot reasonably priced.

Foss does not know what he is asking for on the lot.

**Handouts:**

Foss said the handouts are for information only. On the Minnesota Marketing Partnership Fourth Quarter Meeting handout, the projected prime working age stood out to her. That will increase in the next few years and then in 2028 there will be a drop off of workers. This is for the State of Minnesota. Minnesota is doing better in the nation for unemployment. This is just for them to look at and see the State level.

Snustead questioned why we cannot train high school student’s carpentry. Where they learn to build a house. Students in Milaca built a home.

Foss said she will follow up with youth apprenticeship. She is going to GPS 45:93 tomorrow and apprenticeship for kids will be talked about. The program is called “Construct Tomorrow” and they go see electricians, plumbers, and such. They are having the programs in St. Cloud, North Branch, and Isanti. She will find out more on the program tomorrow.

Hallin said she sent her students at Family Pathways to the Pine Tech Career Development Program and the students really liked it.

Walker believes that if the students are under 18 years old, then the Department of Labor steps in.

Snustead questioned how Milaca did it.

Foss believes it was Habitat for Humanity that built it. The other handout is from Minnesota Technical Assistance Program regarding waste, energy, and water efficiency.

**C. City Council and Planning Commission Minutes for November, 2016**

The EDA Board had no comments.
HALLIN MOVED, SECOND BY SNUSTEAD, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 6 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 6:34 P.M.

ATTEST:

Thom Walker, President

Mary Lou DeWitt, Comm. Dev. Assistant