



DRAFT

THE MEETING OF THE EDA BOARD HELD ON JUNE 18, 2020, AT 6:00 P.M., AT THE PRINCETON CITY HALL COUNCIL CHAMBERS

The meeting was called to order at 7:00 P.M., by Victoria Hallin. Members present at City Hall were Genny Reynolds, Brad Schumacher, Thom Walker, and Sharon Sandberg. Charles Snustead and Jack Edmonds were present via Zoom. Staff present were Robert Barbian (City Administrator), Stephanie Hillesheim (Comm. Dev. Specialist), and Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

AGENDA ADDITIONS / DELETIONS:

DeWitt said Jack Edmonds will be joining the EDA Board meeting and will take his Oath of Office via Zoom. That will need to be added to the agenda.

REYNOLDS MOVED, SECOND BY WALKER, TO ADD JACK EDMONDS OATH OF OFFICE. UPON THE VOTE, THERE WERE 7 AYES, 0 NAYS. MOTION CARRIED.

Jack Edmonds took the Oath of Office.

APPROVAL OF MINUTES FROM REGULAR MEETING OF FEBRUARY 20, 2020

WALKER MOVED, SECOND BY SNUSTEAD, TO APPROVE THE MINUTES OF FEBRUARY 20, 2020. UPON THE VOTE, THERE WERE 7 AYES, 0 NAYS. MOTION CARRIED.

UNFINISHED / OLD BUSINESS: None

NEW BUSINESS:

A. Business Park Development

Stephanie Hillesheim, Comm. Dev. Specialist Memo:

Background:

The City of Princeton has been working through a land purchase to acquire and attach land on First Street. This purchase will allow the City to expand opportunities for industrial businesses to expand in Princeton. Currently, the potential for expansion in the Industrial Park is very limited.

This project will facilitate the modernization for the continuance of commerce by providing access between the existing Industrial Park and increase access to Hwy 169 for all industries. The improvement includes the modernization of the entire thoroughway of the current Industrial Park, including the redirection of storm water.

With the support of Mille Lacs County, and their contracted Engineer, the City of Princeton with assistance from ECRDC has been putting together a grant application package to submit for the FY 2020 EDA Public Works and Economic Adjustment Assistance Programs including CARES Act Funding opportunity through the EDA.

Analysis:

Staff are currently working with a few potential anchor businesses to sponsor the application, a requirement for the FY 2020 EDA Public Works and Economic Adjustment Assistance Programs including CARES Act Funding. The estimated cost to construct the project, including two new roadways, sewer, water, storm water improvements, and modernization and completion of the 21st Avenue connection and route is: \$6,615,939. This grant application under the CARES ACT allows the EDA funding to invest up to 80% of the project, requiring a 20% match of \$1,360,237 from local and state funding sources.

The grant is applied for and administered through the City of Princeton with the support of Mille Lacs County and the ECRDC. The City Council approved this application at the June 11, 2020 City Council meeting with the approval of Resolution 20-36.

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

Hillesheim said they have been working on acquiring land to construct an Industrial Park. This is an update on the funding process they are applying for. Total is \$6,690,488.20 for the project and City would pay 20% with local and county funding. Next week the application would be submitted.

Hallin asked if there will be any bonding bills taken out.

Barbian said there could be. There is a number of different alternatives that the Council will have to consider.

Walker asked if the six million for the grant amount is for the land or infrastructure.

Hillesheim said for all of it. It has been negotiated and not been purchased. First they apply for the grant.

Barbian said additional cost and fees were in the estimate.

Hallin asked what is the anticipated shovel time.

Hillesheim said December 2020 bids and forward to building in the next spring.

Walker asked if there is any interest in purchasing properties.

Hillesheim said there is some interest.

Barbian said the location is good and compatible with the airport. Good for the community. There is 1.8 acres behind the Public Safety building and they want to put a storage building behind them. They had a hanger that the roof caved in and now they want to replace it with a storage building. No sewer and water, just storage.



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B. Housing Development

Hillesheim said the ECRDC is in the process with a familiarity tour and they want options of housing developments for this community. Does the EDA have any thoughts on this.

Barbian said the Pontious property is an alternative site.

Reynolds asked if they want multi-family sites.

Hillesheim said just regional housing. They would look at funding available if something were to come forward. Single family housing is needed here.

Barbian said they want five-acre sites or more for single or multiple family housing.

Reynolds said she had gotten feedback from the residents in the area and we are an aging community here where they live in Minnesota for six months and then a warmer climate for six months. They are a more active age group, but they would still like a one story site with no steps and where the property is maintained.

Barbian said the is what was being looked at for the Pontious site.

Schumacher said they had spoken with the School Superintendent and what is needed here is residential areas that the kids could walk to the schools. There are three schools located in the same area on the north end of town. Family neighborhoods.

Hillesheim said on the Sherburne County Housing Study the City was on the lower end of the list for single family homes and higher with multiple family.

Walker said if we could have Developer friendly sites where it would make it easy for them to know what the fees are and utility hookups. Much like shovel ready plans.

Barbian said there are State programs available for prepackaged. The Sewer Study is done and in place to help them know the ball park estimate to hook into. The water is easier to hook into. There is a lot to learn in this area.

Hallin asked Hillesheim when she needs the EDA Boards thoughts or locations by.

Hillesheim said June 22nd.

Schumacher mentioned that Mike Ziegler wants to build by the high school, did he come back to City Hall.

Barbian said he met with him once. There is another interested party for a site on First Street. They did get information that would help them go to links for the TIF rules.

Schumacher said the Strand building went under contract and will be closing next month. Hillesheim said he did contact the City on the Façade Program.

Reynolds asked Barbian if there is interest in the City applying for a Small City Grant for renovations. The City could put the grant in themselves.

Barbian said he would if the county did it with them.

Reynolds said Mille Lacs County has joined with Pease and Foreston.

C. Sherburne County Housing Study Draft

Hillesheim said she emailed this out to the EDA Board a week ago.

Barbian asked Hillesheim if she noticed anything in this housing study that came to her attention.

Hillesheim said Elk River and Big Lake are so different than Princeton. It was our School District area that was requesting to be in this study.

Reynolds noticed that Zimmerman had the lowest amount of senior housing, but the highest amount of seniors in the area. Princeton had the lowest rent.

Barbian said we may have a lot of subsidized housing.

Hillesheim said she heard people move to Cambridge because there is no place here to rent and they want to live in Princeton.

Hallin asked Hillesheim if she needs to go back to them with more information.

Hillesheim said she will tell them that we discussed it and were happy with it.

Reynolds said Mille Lacs County did a study in 2013 and Baldwin Township also did. The City of Princeton had their own numbers from GPS and we should have those included in here.

Hillesheim said the date on it was 2014.

Reynolds said the GPS went to Pine County and that was too broad of an area.

Hillesheim said the GPS area was done again and she gave them the area to look at.

MISCELLANEOUS:

A. EDA Balance Sheet

There was no Balance Sheet provided.

B. Report

Hillesheim said the park project is on the way and the bid is in the paper. The improvements are happening. The fishing pier is in. There will be an improvement on the boat ramp and a dock and canoe launch will be put in. They will be ADA accessible. Trails will be in to the library parking lot. The two parks will be linked. There will be a bridge to Riebe Park with another milelong trail around the peninsula. There are some good sandy areas for picnics and also will have fire pits. There will be carts available to bring your stuff to the campsite. The Lions group will build a picnic shelter.

Barbian said they are looking at corporate sponsorship and family sponsorship and amounts will be set. \$1,500 will be for the benches. They are getting some sponsorship from some local businesses. There are big rocks that would be put around a fire pit that would be a nice gathering place.

Hallin asked if there will be a shed by Riebe Park for the carts.

Hillesheim is not sure. There will be a total of eight campsite and six of those you can reserve online. The other two are first come first serve.

Hallin asked if someone is passing through town, what would they do to get a spot.

Hillesheim said they can do it on their cell phone.

Hallin knows seniors that do not have cell phones. Normally we have a park host that stays at the park, do we have that now.

Barbian said no.

Hillesheim said if they do not have a cell phone they can come to City Hall and we can help them reserve a spot. She has it on Groupon, but needs to put it on more sites to advertise the camping, canoe, and kayaking.

Barbian said the same outfitter is back and he provides a short training on this. We did get a used trailer for the canoe and kayaks. The Rotary is disbanding and will donate the can fund to the parks.

Hillesheim said there will be an event in the fall and there may be food vendors there.

Sandberg asked on the walkways in the parks, what are we doing in the winter months for grooming the trails.

Hillesheim said Pioneer Park is groomed for cross country.

Barbian said the trails are not cleared in the winter months.

Sandberg said the tar needs to be repaired on the Sherburne County trail.

Walker said we spent a lot of money on the trails and the City should change their policy and clear the trails. Some are setup for the School District and should be used. They could be walking to the Industrial Park.

Schumacher said the trail was completed last year and will be discussed with the City Council. The City should address this process for the trails.

Barbian said the residents have gotten use to shoveling their own sidewalk now. He understands the difference between the sidewalk and the trail.

Schumacher would like to set the standard now because it takes months for the Council to get it done.

Barbian said the Airport runway reconstruction is in the process and the asphalt is in place. The lighting will take longer, but should be workable by the end of July or August. Barbian would like to have the EDA Board meeting every three to four months. Everyone is on task and if there is something that the EDA Board would have to make a motion on, he can call a special meeting.

Hillesheim said Dennis from the Insurance Shop is getting bids for what he wants done at his building and use for the Façade Grant.

Schumacher said if they have an update for the EDA Board, they should email those to the Board each month.

Barbian said that the Chamber spoke of a new \$10,000 grant that is user friendly. It is a State program and should be available on Monday. It is a pool drawing for those who are awarded it. If the bonding bill gets passed the City would like to use those funds to extend 21st Avenue.

C. City Council and Planning Commission Minutes for May, 2020

The EDA Board had no comments.

WALKER MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 7 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:09 P.M.

ATTEST:

Victoria Hallin, President

Mary Lou DeWitt, Comm. Dev. Zoning Specialist