

 **DRAFT**

**THE SPECIAL MEETING OF THE EDA BOARD HELD ON JULY 15, 2021, AT 6:00 P.M.,
AT THE PRINCETON CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 6:00 P.M., by Victoria Hallin. Members present at City Hall were Genny Reynolds, Thom Walker, and Nicolas Taylor. Staff present were Stephanie Hillesheim (Comm. Dev. Manager) and Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

Absent were Charles Snustead, Carrie Peterson, and Sharon Sandberg.

APPROVAL OF MINUES FROM THE REGULAR MEETING ON APRIL 22, 2021

REYNOLDS MOVED, SECOND BY TAYLOR, TO APPROVE THE MINUTES OF APRIL 22, 2021 WITH THE FOLLOWING CHANGES:

1. APPROVAL OF THE SEPTEMBER 17, 2020 MINUTES SHOULD READ WALKER MOVED TO APPROVE, NOT REYNOLDS.
2. ON PAGE TWO OF THE MOTION OF APPROVING THE FUNDING SHOULD BE SECOND BY TAYLOR, NOT REYNOLDS.
3. THE HEADER ON PAGE 2 SHOULD BE CORRECTED TO THE APRIL 22, 2021 DATE.

UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

BILLS AND COMMUNICATIONS: None

REPORTS:

1) 19th / 21st Avenue Connection

Hillesheim said the timeline is set and construction should begin at the end of September. The biggest issue was clearing up the land stuff with the Airport. The alinement is being worked on currently.

Hallin is happy there will be a second access to the Industrial Park.

Hillesheim said there has been more receptive responses from the businesses in the current Industrial Park than what was received in the past. She believes the reasoning is the connection this will bring to the new Industrial Park and those businesses that may need to expand in the future.

2) Greater MSP Visit

(Greater Minneapolis-St. Paul Regional Economic Development Partnership)

Hillesheim said on July 26th, Greater MSP will be visiting the City of Princeton Industrial Park

and commercial districts, along with the new Industrial Park. Informational packets will be made to give more information of the City for those interested in the properties available. It will be more simplified information that can be updated easily.

Reynolds asked about the pros and con's of having Greater MSP visiting.

Hillesheim said Greater MSP visit will be for 30 minutes. They will see the sites and help promote them with the region.

Reynolds reminded Hillesheim to make sure they are aware of our school capacity available and local hospital and clinic.

Hillesheim said she will do that and have that information in the packets. The old package had too many words and she just wants to give information that is handy.

Hallin said also mention the golf course and airport.

Hillesheim mentioned there is a Mainstreet Program with the State through ARP Funds for commercial and max of 65% can be used for the metro and outside the area would have 35%. There also is the Initiative Foundation funds of \$100,000 that we could capture and she was thinking of offering sites downtown a matching \$10,000 funds. She had thought of the south mall of adding a boulevard to the front of it or another idea is offering the downtown businesses to rehab their store fronts with suggestions from the Downtown Designs

Reynolds said for the CBG Funds the County could be a host for the funds. There are eight regions and removing the metro the 35% will be remaining funds for the seven other regions which will reduce the amount of funding available. She would like Hillesheim to provide a spread sheet of what funds are available and used with the city.

Walker said the north mall had spoken about redesigning their store front like Crystal Cabinets had done downtown, maybe ask them if they are still interested.

3) Annual site visit to Crystal Cabinets for the MIF Loan through DEED

Hillesheim said Crystal Cabinets had a loan that went through the City where the City retains some money that will be used for Princeton growth. Staff went to visit Crystal Cabinets and seen a cabinet built from start to finish. Crystal should be drawing from the loan at the end of the year. The workforce is still an issue to meet the loan qualifications. They have a number of employees celebrating their 40 years with the company and also those retiring. They did mention they have had better connection with the Elk River schools for help with students coming to work with them. Hillesheim said the Princeton High School has hired a career person so they will be able to work with Crystal Cabinets in hiring.



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FORUM FOR IDEAS:

Reynolds said Mille Lacs County is working on ideas for funding on broadband. The Princeton area is good, but in the townships there are some spotty areas. The ARP funding goes through the State and counties get their funding from the Federal Government. The funding is good till 2025 so there is a long time to use it.

Hillesheim said herself and a couple staff members were watching a webinar of using the funds. It can only be used for infrastructure for water and sewer and board band. Cannot be used for streets.

Reynolds said a percentage can be used for public safety.

Hillesheim said the public engagement for Princeton's Pathways was very positive and well received. Sherburne County is taking the lead on it.

Reynolds asked if there is a link on the process.

Hillesheim said they will be meeting soon and then she will send information. It will be on Sherburne Counties website. Gina Hugo the Sherburne County Parks Coordinator is taking the lead on this.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1) Accept Industrial Park Land from the City Council

Hillesheim said the Economic Development Authority will have the 42 acres of the land purchased for the proposed Industrial Park will be deeded to them. A motion will be needed to accept the land.

WALKER MOVED, SECOND BY TAYLOR, TO ACCEPT THE 42 ACRES THAT WILL BE DEEDED TO THE ECONOMIC DEVELOPMENT AUTHORITY. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

2) Plat for Princeton Business Park

Stephanie Hillesheim, Comm. Dev. Manager Memo:

Background:

The City of Princeton recently purchased 42 additional acres to combine with the existing Aero Business Park lots to create a larger Industrial Business Park to increase opportunities for Industrial businesses to expand in Princeton.

Staff have been working on creating the plat for the future business park taking into consideration needs described by potential manufacturing and industrial businesses.

Analysis:

Being mindful of ordinance requirements and the needs of Princeton business, the attached plat was created. Through the platting process the City will also be transitioning the zoning of the property from A-1 Agricultural to MN-1 Industrial.

Please review the proposed plat.

Recommendation:

Staff recommend the EDA Board approve the proposed plat to be reviewed by the Planning Commission for approval in August 2021.

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

Hillesheim said there is an interested party in the nine-acre lot. There are a couple other interested parties in the lots also. Construction of the Industrial Park will begin in the spring.

REYNOLDS MOVED, SECOND BY TAYLOR, TO APPROVE THE PLAT FOR THE NEW INDUSTRIAL PARK. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

3) Federal EDA Grant for Business Park Infrastructure

Stephanie Hillesheim, Comm. Dev. Manager Memo:

Background:

The City of Princeton recently purchased 42 additional acres to combine with the existing Aero Business Park lots to create a larger Industrial Business Park to increase opportunities for industrial businesses to expand in Princeton.

Staff have been working on funding for the infrastructure of the Business Park, to help with initial costs to provide sewer, water, storm water, streets and conduit to access fiber; as well as working with Princeton Public Utilities to provide 3 phase power to the park.

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 the Federal EDA. In 2020 an application was submitted to this fund and denied, but the representative from the EDA who worked in our region suggested we submit a revised application this July.

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.

The estimated cost to construct the project, including two new roadways, sewer, water, storm water improvements is being updated by Greg Anderson, engineer with SEH who originally worked on the Preliminary Engineering Report through the county. In 2020, the costs for this project were estimated to be \$1,500,000. The City of Princeton will be applying for 50% of the total costs to construct the infrastructure, with taxes captured through increased private investment through TIF and Tax Abatement and revenue received from the sale of the lots to cover the remaining costs.

Recommendation:

Staff recommend the EDA Board make a recommendation to the City Council to approve the application for funding from the Federal EDA through the FY 2020 EDA Public Works and Economic Adjustment Assistance Programs for funding to supplement the costs of infrastructure for the Princeton Business Park.

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

TAYLOR MOVED, SECOND BY REYNOLDS, TO APPROVE STAFF TO APPLY FOR THE FEDERAL EDA GRANT, AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

WALKER MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:10 P.M.

ATTEST:

Victoria Hallin, President

Mary Lou DeWitt, Comm. Dev. Zoning Specialist