

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY  
WORKSHOP AND REGULAR SESSION  
APRIL 14, 2008**

**1. CALL TO ORDER. 1.1. Roll Call.**

The Belle Plaine Economic Development Authority met in Workshop Session at 5:00 p.m. on Monday, April 14, 2008 in the Government Center, 218 North Meridian Street, Belle Plaine, MN. Vice President Phil Fischer called the meeting to order with Commissioners Tim O'Laughlin, Phil Fischer, Ken Edaburn and Troy Witt present. Commissioner Lisa Fahey arrived at 5:15 p.m. and Commissioner Dawn Underferth arrived at 5:21 p.m. Commissioner Jenna Tuma was not present. Also present was Executive Director Trisha Rosenfeld. The Regular Session of the Belle Plaine Economic Development Authority immediately followed the workshop session. President Fahey presided at the meeting upon her arrival.

The Commissioners discussed the possibility of conducting a community survey. Commissioner Witt questioned the purpose of the survey and also commented about the cost to implement the suggestions of the ideas from the survey. The Commissioners noted that the Economic Plan will incorporate a survey and questioned whether this would be a duplication of efforts. It was the consensus to forego a survey at this time due to the incorporation of goals in the Economic Plan that would provide answers similar to that of a survey.

**2. APPROVAL OF AGENDA.**

MOTION by Commissioner Underferth, second by Commissioner Edaburn, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

**3. APPROVAL OF MINUTES. 3.1. March 10, 2008 Regular Session of the EDA.**

MOTION by Commissioner Underferth, second by Commissioner Edaburn, to approve the March 10, 2008 Regular Session minutes of the EDA as presented. ALL VOTED AYE. MOTION CARRIED.

**4. TREASURERS REPORT. 4.1. Approval of Bills.**

MOTION by Commissioner Edaburn, second by Commissioner Witt, to approve the payment of bills as presented. ALL VOTED AYE. MOTION CARRIED.

**5. BUSINESS.**

**5.1. Update on Financial Incentives.**

**5.1.1. Status of Programs.**

**5.1.2. Update from Legal Counsel on Programs.**

President Fahey referenced a memo dated April 14, 2008 from Community Development Director Rosenfeld regarding the status of financial programs.

Community Development Director Rosenfeld referenced revised language to the Revolving Loan Fund policy and Façade Improvement Grant as recommended by the EDA's legal counsel. Also, legal counsel recommended that the Commercial Rental Incentive Program be either restructured or discontinued.

Community Development Director Rosenfeld reported that she has received five applications for the Façade Grant Improvement program. The Façade Grant needs to be structured as a loan. The City/EDA then may forgive the loan amount. Legal counsel has advised that the Façade Grant Program is actually a loan program and not a grant.

Commissioner Witt suggested that a section be added to the Revolving Loan Fund policy pertaining to grace period and loan for the Façade Grant program. The Commissioners discussed a change in ownership for businesses that have received the Façade Grant money. Community Development Director Rosenfeld will contact legal counsel about this.

MOTION by Commissioner O'Laughlin to table action on policy changes to the Façade Grant Program until clarification is received from legal counsel. Motion died for lack of a second.

MOTION by Commissioner Witt, second by Commissioner Underferth, to adopt new language for the EDA Façade Loan Program as recommended by the EDA's legal counsel. ALL VOTED AYE. MOTION CARRIED.

MOTION by Commissioner Witt, second by Commissioner Fischer, to terminate the Commercial Rental Incentive Program as recommended by legal counsel. ALL VOTED AYE. MOTION CARRIED.

## **5.2. Update from Lamar Advertising on Billboard Opportunities.**

President Fahey referenced a memo dated April 14, 2008 from Community Development Director Rosenfeld regarding billboard advertising.

Community Development Director Rosenfeld provided detailed information about the location of the Lamar Advertising billboard signs located along Highway 169. The Commissioners inquired about the availability of billboards as motorists head south towards Belle Plaine. Community Development Director Rosenfeld explained that currently Lamar does not have any billboards available for motorists heading south. She offered to research other billboard companies. Commissioner Witt requested that this issue be added to next month's agenda for further discussion.

## **5.3. Meeting Time.**

President Fahey referenced a memo dated April 14, 2008 from Community Development Director Rosenfeld regarding the EDA meeting time.

Community Development Director Rosenfeld explained that she would like to propose a starting time of 5:00 p.m. for EDA meetings. Commissioner Witt commented that it will be difficult for him to arrive at the 5:00 p.m. starting time.

It was the consensus of the Commission to change the meeting time of the EDA meetings from 5:30 p.m. to 5:00 p.m., effective immediately.

## **6. ADMINISTRATIVE.**

### **6.1. Next meeting will be Monday, May 12, 2008.**

The Commissioners were reminded of the upcoming meeting as listed.

## **7. ADJOURNMENT.**

MOTION by Commissioner Witt, second by Commissioner Fischer, to adjourn at 6:01 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings  
Recording Secretary