

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR SESSION  
OCTOBER 8, 2007**

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

The Belle Plaine Economic Development Authority met in Regular Session at 5:30 p.m. on Monday, October 8, 2007 in the Government Center, 218 North Meridian Street, Belle Plaine, MN. President Lisa Fahey called the meeting to order with Commissioners Phil Fischer, Ken Edaburn, Jenna Tuma and Dawn Underferth present. Commissioner Tim O'Laughlin arrived at 5:41 p.m. Commissioner Witt was not present. Also present was Executive Director Trisha Rosenfeld.

**2. APPROVAL OF AGENDA.**

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

**3. APPROVAL OF MINUTES. 3.1. September 10, 2007 Regular Session of the EDA.**

MOTION BY Commissioner Edaburn, second by Commissioner Underferth, to approve the September 10, 2007 Regular Session minutes of the EDA as presented. ALL VOTED AYE. MOTION CARRIED.

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

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

**5. BUSINESS.**

**5.1. Update on Financial Incentives.**

President Fahey referenced a memo dated October 8, 2007 from Community Development Director Rosenfeld regarding the financial incentive update.

Community Development Director Rosenfeld explained that she has received an inquiry from a business owner to exceed the \$7,500 limit of the rental incentive program. If a formal request is submitted, staff will bring this request to an upcoming EDA meeting for action. Community Development Director Rosenfeld also reported that she has received inquiries about the TCCCF fund.

**5.2. Community Survey Information.**

President Fahey referenced a memo dated October 8, 2007 from Community Development Director Rosenfeld regarding a community survey.

Community Development Director Rosenfeld reference sample surveys from the cities of Lakeville and Chanhassen. The Commissioners reviewed the survey questions.

Commissioner Underferth would like to see healthcare needs addressed in the survey. Commissioner O'Laughlin questioned the purpose of the survey and the goals. He supported the inclusion of the area townships in the survey. It was the consensus of the Commission to direct staff to obtain information about feasibility of including postage-paid return envelopes with the surveys.

**5.3. Design Standards Update.**

President Fahey referenced a memo dated October 8, 2007 from Community Development Director Rosenfeld regarding design standards.

Community Development Director Rosenfeld explained that the Design Committee has met three times and have had a presentation from the University of Minnesota's Center for Rural Design, with a proposal cost of \$18,000 for a comprehensive design report. The Design Committee will be obtaining further quotes from other design companies. The next meeting will be held in approximately two weeks.

#### **5.4. Additional Updates.**

Commissioner Tuma provided an update about the upgrades to the building at 139 East Main Street that was recently purchased by Alan Tholkes. President Fahey, on behalf of the EDA, acknowledged the investment of Alan Tholkes, property owner, and extended appreciation for his investment in our community. Commissioner Tuma also reported that Tae Kwon Do is operating in the downtown area. Community Development Director Rosenfeld explained that Valor Company, currently located at 100 East State Street, has purchased 40 acres of industrial land within the City. Community Development Director Rosenfeld reported that the EDA and Chamber contribute \$50 each per month towards advertising on the billboard near CSAH 3 intersection. Commissioner Tuma requested that next month's EDA agenda include discussion on the re-assignment of the incubator space funds for other incentive programs. Commissioner O'Laughlin commented on some of the unsightly window displays in the downtown area. Commissioners Tuma and Underferth commented on the regulations of façade improvements in other cities. Community Development Director Rosenfeld stated she will investigate ordinances such as these with the League of Minnesota Cities and the City Attorney. The Commissioners briefly noted the newly-implemented "Freedom to Breathe" Act and the increase of cigarette butts and broken glass in the downtown streets and alleyways.

#### **6. ADMINISTRATIVE.**

##### **6.1. Next meeting will be Monday, November 12, 2007 at 5:30 p.m.**

The Commissioners were reminded of the upcoming meeting as listed.

#### **7. ADJOURNMENT.**

MOTION by Commissioner Tuma, second by Commissioner Underferth, to adjourn at 6:20 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings  
Recording Secretary