

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR SESSION
NOVEMBER 15, 2007**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Economic Development Authority met in Regular Session at 5:38 p.m. on Monday, November 15, 2007 in the Government Center, 218 North Meridian Street, Belle Plaine, MN. President Lisa Fahey called the meeting to order with Commissioners Tim O'Laughlin, Phil Fischer, Ken Edaburn, Jenna Tuma and Dawn Underferth present. Commissioner Troy Witt arrived at 5:42 p.m. Also present was Executive Director Trisha Rosenfeld.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. October 8, 2007 Regular Session of the EDA.

MOTION by Commissioner O'Laughlin, second by Commissioner Underferth, to approve the October 8, 2007 Regular Session of the EDA as presented. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

MOTION by Commissioner Underferth, second by Commissioner O'Laughlin, to approve the payment of bills as presented. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. Wal-Mart Article Discussion.

President Fahey referenced a memo dated November 15, 2007 from Community Development Director Rosenfeld regarding the recent article in the Belle Plaine Herald about Wal-Mart.

Community Development Director Rosenfeld explained that a recent article by John Mueller was printed in the Belle Plaine Herald regarding Belle Plaine as a potential site for a Wal-Mart store. Community Development Director Rosenfeld explained that the City staff has not had any discussions with the Wal-Mart corporation about locating a store here.

No further action was taken by the Commissioners.

5.2. Update on Financial Incentives.

President Fahey referenced a memo dated November 15, 2007 from Community Development Director Rosenfeld regarding the status of the revolving loan fund, commercial rental incentive program, façade improvement grant, and the TCCCF.

The Commissioners reviewed the status report.

5.3. Commercial Rental Incentive Program. 5.3.1. Request from Ken Foster of Great Lakes Café.

President Fahey referenced a memo dated November 15, 2007 from Community Development Director Rosenfeld regarding a request for the Commercial Rental Incentive Program.

Community Development Director Rosenfeld explained that Ken Foster of Great Lakes Café has submitted an application for Commercial Rental Incentive Program. He will be operating a coffee

shop/café and manufacturing granola cereal at 320 South Laredo Street, in the BP Commons retail complex.

Mr. Foster, Great Lakes Coffee, LLC, requested approval of rental assistance from the Commercial Rental Incentive Program. He explained that he will be manufacturing granola cereal and serving upscale food products.

The Commissioners discussed the criteria of the Commercial Rental Incentive Program. Commissioner Tuma questioned why the previous applications of a hair salon and real estate office located in BP Commons were not approved for Commercial Rental Incentive Program. The Commissioners discussed the criteria at length. Commissioner Tuma was in favor of helping all new businesses. Commissioner Witt preferred the criteria as stated, which allows the EDA to approve or disapprove an application. Commissioner Fischer concurred. It was noted that the Chamber has not yet contributed to the Commercial Rental Incentive Program, yet they had a voice in the approval/denial of the applications. Commissioner O'Laughlin commented that he would like to see the EDA divorced from the Chamber for the Commercial Rental Incentive Program. Commissioner Tuma suggested that the EDA review past applications that were denied to see if they would now qualify. President Fahey requested that the Commercial Rental Incentive Program be placed on next month's agenda for further review. Community Development Director Rosenfeld explained that she will email the criteria listed in the Commercial Rental Incentive Program to the Commissioners prior to the next meeting.

MOTION by Commissioner Witt, second by Commissioner Fischer, to approve the Commercial Rental Incentive Program as requested by Ken Foster, Great Lake Café, 320 South Laredo Street. ALL VOTED AYE. MOTION CARRIED.

5.4. Community Survey Update.

President Fahey referenced a memo dated November 15, 2007 from Community Development Director Rosenfeld regarding a community survey.

Community Development Director Rosenfeld provided an update. Staff is in the process of preparing a draft survey.

Commissioner Witt would like the goals of the survey addressed. Commissioner Underferth would like healthcare issues included in the survey. Community Development Director Rosenfeld will provide an outline of the categories for the survey at the December 10, 2007 EDA meeting, with a draft survey prepared for the January meeting. The target date for mailing the community survey is March, 2008.

5.5. EDA Awards Banquet Discussion.

President Fahey referenced a memo dated November 15, 2007 from Community Development Director Rosenfeld regarding the EDA Awards Banquet.

Community Development Director Rosenfeld suggested that the EDA join with the Chamber to co-sponsor the annual awards banquet. Community Development Director Rosenfeld explained that many of the award presentations are duplicated at each event and she suggested combining the two events into one.

MOTION by Commissioner Underferth, second by Commissioner Tuma, to authorize staff to proceed with joining the annual EDA awards banquet with the Chamber awards ceremony, contingent upon approval by the Chamber of Commerce. ALL VOTED AYE. MOTION CARRIED.

5.6. University of Minnesota Rural Design.

Community Development Director Rosenfeld explained that Duane (Dewey) Thorbeck of the Center for Rural Design, University of Minnesota, met with the Design Committee just prior to tonight's EDA meeting. The Design Committee had recommended proceeding with the services of the Center for Rural Design at the cost of \$18,000. The completed project would include commercial design standards, lighting and landscaping plans for Belle Plaine. Community Development Director Rosenfeld explained that she has received verbal quotes from other architectural firms, which were considerably higher than the quote by the Center for Rural Design.

MOTION by Commissioner Witt, second by Commissioner Fischer, to recommend that the City Council proceed with entering into an agreement with the Center for Rural Design, University of Minnesota, for the Belle Plaine design project at the cost of \$18,000. ALL VOTED AYE. MOTION CARRIED.

6. ADMINISTRATIVE.

6.1. Next meeting will be Monday, December 10, 2007 at 5:30 p.m.

The Commissioners were reminded of the upcoming meeting as listed.

7. ADJOURNMENT.

MOTION by Commissioner Underferth, second by Commissioner Tuma, to adjourn at 6:47 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary