

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

MONDAY, APRIL 9, 2012

1. CALL TO ORDER

President Doug Hayes called the meeting to order at 6:00 p.m.

2. ROLL CALL

Commissioners present: Raeanne Danielowski, Jim Dickinson, Dave Gast, Doug Hayes, Mike Hayes, Chuck Heitz, and Jim Stahlmann. Commissioners absent: Jerry Parks and Mike Wallen.

Also present: City Administrator Todd Bodem, Finance Director Paula Mastey, and Economic Development Specialist Leslie Dingmann.

3. ADOPT AGENDA

Commissioner Dickinson motioned to approve the agenda as presented. Seconded by Commissioner Heitz, unanimous ayes, motion carried.

4. APPROVE BLEDA MEETING MINUTES FROM FEBRUARY 13, 2012

Commissioner Danielowski motioned to approve the February 13, 2012 BLEDA minutes. Seconded by Commissioner Heitz, unanimous ayes, motion carried.

5. CITY BLEDA BUSINESS ITEMS

5A. EDA MARKETING UPDATE

Economic Development Specialist Leslie Dingmann updated the Board on the EDA on the following marketing efforts:

- Website: Staff reviewed the current EDA website with Agency 128; the annual maintenance of the site will be completed by Agency 128 in the next few weeks; however, due to no funds being budgeted for any major revisions, only the annual maintenance will be completed at this time.

- Mobile Applications: The EDA Marketing Committee has met with Origin Marketing to gather information on using mobile devices and applications (apps) as a marketing tool as this type of tool is becoming a more popular tool in marketing/sales industry. Origin Marketing will be providing the Marketing Committee with a proposal of the cost of such a marketing/sales tool. The Committee also discussed different funding options (Chamber of Commerce, Big Lake businesses, partnering with other cities, etc.) as this type of tool has not broken through as a communication tool for community/city marketing at this time.

6. CITY / TOWNSHIP BLEDA BUSINESS ITEMS

6A. UPDATE: BIG LAKE REGIONAL RAIL PARK

Dingmann reported that, in February 2012, Representative Mary Kiffmeyer authored a bonding bill (H.F. No. 1921) which included \$2.9 million in State funding for the Big Lake Regional Rail Park and that the City Council, at their February 8th regular meeting, authorized the expenditure to contract with a Lobbyist to advocate on behalf of the City for the bonding proposal.

To-date, information on the status of the bonding bill and potential funds for the Regional Rail Park has not been available; however, staff is continuing to pursue information on this issue from Representative Kiffmeyer's office when it is available.

This item was for information only; no action was required or taken by the BLEDA.

6B. PROSPECTS / PROJECT STATUS REPORT

Dingmann reviewed the fourteen (14) items listed in the Project/Prospects Status Report and briefly reviewed the contacts listed on the April Prospects Report.

No action was required or taken by the BLEDA on this agenda item.

6C. BLEDA BUDGET

6C-i. Financial Overview and Discussion

Finance Director Paula Mastey was introduced to the BLEDA Board and discussed the budget information provided in the packet.

No action was required or taken by the BLEDA on this agenda item.

6C-ii. Discussion: Revolving Loan Fund Status

Finance Director Mastey discussed the status of the BLEDA's Revolving Loan Fund, noting that, in theory, there currently is a Revolving Loan Fund, however, the cash that had been in the Fund was used for other purposes, leaving no cash available for loans at this time.

No action required or taken by the BLEDA on this agenda item.

7. OTHER

7A. DISCUSSION: CREATION OF EX-OFFICIO MEMBER OF BLEDA BOARD

Commissioner Heitz motioned to table this item to discuss at a future meeting in order to review BLEDA's existing Enabling Resolution. Seconded by Commissioner Dickinson, the motion passed on a vote of 6 to 1, with Commissioners Danielowski, Dickinson, Gast, M. Hayes, Heitz, and Stahlmann voting aye and Commissioner D. Hayes abstaining.

8. ADJOURN

Commissioner Heitz motioned to adjourn the meeting at 7:25 p.m. Seconded by Commissioner Dickinson, unanimous ayes, meeting adjourned.