



**ECONOMIC DEVELOPMENT AUTHORITY  
MEETING AGENDA  
TUESDAY, SEPTEMBER 25, 2012 @ 6:00 P.M.  
Council Chambers**

1. Call to Order.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Approval of Minutes.
  - A. August 28, 2012
5. Approval of Financial Reports.
  - A. August, 2012
6. Old Business.
  - A. Accept Survey Documents
7. New Business.
  - A. Loan Committee and Creditworthiness Standards.
  - B. MnDOT Landscape Partnership Program
8. Board Announcements.
9. Adjourn



**MEETING MINUTES  
SEPTEMBER 25, 2012 @ 6:00 PM**

The meeting was called to order by President Lundstrom at 6:00 pm.

Members Present: President Lundstrom, Nuesse, Councilmember Pichelmann, Councilmember Ruehling  
Member Absent: Krueger, Sorenson, Thomes  
Also Present: Director Smith-Strack

Motion by Ruehling, seconded by Nuesse, and passed by unanimous vote to approve the agenda as presented.

Motion by Pichelmann, seconded by Ruehling, and passed by unanimous vote to approve the minutes from the August 28<sup>th</sup> meeting as presented.

The August Financial Reports were reviewed.

Motion by Ruehling, seconded by Nuesse, and passed by unanimous vote to approve the August Financial Reports as presented.

Smith-Strack presented three Agreements from Brewery Road Consulting for the EDA to approve related to the boundary survey and wetland delineation for the future industrial park project that they have been working on. She stated that the fee owed was \$2,470 (\$935-boundary survey, \$1,535-wetland delineation), which would be paid from the property development fund.

Motion by Nuesse, seconded by Pichelmann, and passed by unanimous vote to approve the Agreements with Brewery Road Consulting in the amount of \$2,470 for wetland delineation and boundary survey.

Smith-Strack stated that the owners of the Lido Theatre had decided to obtain a conventional loan through the Arlington State Bank, as they were not comfortable providing the additional financial paperwork that had been requested for their Revolving Loan application (privacy issues); therefore had rescinded their application for a Revolving Loan. It was noted that the Batten's were very pleased with the EDA and thanked them for their support with their project.

Discussion was held on establishing a smaller Loan Committee within the EDA and Creditworthiness Policy Standards to make it easier and more efficient for applicants to apply for loans in the future. Smith-Strack talked about the Minnesota Data Privacy Act. The current RLF Policy was reviewed. Smith-Strack stated that criteria employed when reviewing financial statements to determine creditworthiness must be measurable, objective, and within defined parameters so as to consistently subject each applicant to the same standard (example used was someone who has lived within the community for some time versus a someone from outside the community). Smith-Strack commented that privacy issues could be controlled better if there was a 'loan committee' within the EDA. It was agreed that if a conventional lending institution finds an applicant creditworthy, then the EDA should be ok with

granting a Revolving Loan based on a Letter of Commitment (some form of security) from the bank and should not need to see all the documentation being requested in the current policy. Smith-Strack will put some draft language together for the next meeting to revise the current policy.

Smith-Strack commented that the EDA's request to enter the MnDOT Community Roadside Landscaping Partnership Program has been accepted. She explained that there needs to be a minimum of 3 people on the committee, of which one needs to be an employee or official representative of the City/EDA. She stated that the Arlington Conqueror's 4-H Club has expressed interest in being a project partner. It was noted that the EDA's role was to spearhead the project/administrative. Ruehling volunteered to be on the Committee with Nuesse on stand-by. Inquiries will be made with the Conqueror's and This Old House for additional people for the committee.

Motion by Ruehling, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 7:40 pm.

---

President, Mark Lundstrom

---

Director, Cynthia Smith-Strack