

## **Harmony EDA Minutes**

February 4, 2016  
7:30 AM

Council Room  
Community Center

Present: Chris Skaalen, Steve Donney, and Andy Batstone

Also Present: Jill Fishbauger, Becky Hoff, Jerome Illg, and Chris Giesen

The regular meeting was called to order at 7:33 AM by Chris Skaalen.

### **Minutes**

Motion by Batstone second by Donney, to approve the minutes of the January 7, 2016 meeting as presented. Motion carried unanimously.

### **Financial Reports & Claims**

Illg gave an update on the revolving loan fund and past due loans were discussed.

Giesen and Illg discussed a change in the recently approved loan to Vita Partnership, LLC. It was mentioned that the underlying financing package changed and that the board's decision to deviate from the normal collateral rules under the previous financial package's assumptions should be reviewed. Consensus of the board was that under the new financial package, the overall project remained the same and there didn't seem to be any additional risk so there wasn't a need to underwrite the loan again or require additional collateral per the usual loan guidelines. It was brought up by board members that perhaps a "due on sale clause" could be added to the note because the board's loan was only secured by personal guarantees. This would require the balance of the loan be immediately due if the business were to be sold, go out of business, or move from the City. Motion by Skaalen, second by Donney to add a "due on sale" clause to the promissory note of Vita Partnership's EDA loan. Motion approved unanimously.

### **Chamber of Commerce**

Becky Hoff gave the chamber report. She reviewed the chamber's 2015 annual report which included the organization's finances, accomplishments, and goals for the upcoming year. She also discussed the Google Analytics report for the chamber's website in detail. It was noted that the City's website is the largest referral page to the chamber's site. She said that 2015 saw 1,000 more visitors than 2014, the Explore Minnesota contract was renewed, and they were working on additional collaborative marketing with other regional organizations. The board thanked Hoff for her work and the report.

### **2015 EDA Annual Report**

Giesen presented the 2015 EDA Annual Report which reviewed project highlights, programs administered, and the board's financial impact on the community. It also compared 2015 numbers with 2014. Motion by Batstone, second by Skaalen to approve the annual report as approved. Motion carried unanimously.

Giesen said the report would be posted on the EDA website.

### **Trail Extension Project Update**

Illg and Giesen gave a brief update on the status of the trail extension project. It was discussed that a meeting with the City's state legislators should be scheduled in Harmony sometime in February to discuss next steps and the City's request for project funding. Giesen said he would coordinate the meeting and keep the board informed.

It was also discussed that a few people working on the trail project were interested in attending the "trail advocacy day on the hill" in St. Paul to discuss the trail project with legislators and other statewide organizations. The board thought this was a good idea. Motion by Batstone, second by Skaalen to approve reimbursing expenses to attend this event for up to 5 people from Harmony. Motion carried unanimously.

### **Joint Board Meeting Update**

Giesen reported that he is still coordinating a mutually workable date with the school board, city council, and EDA. He said the meeting would likely have to be pushed back to sometime in March because of schedule conflicts.

### **Dentist Attraction Project**

The board discussed how to best go about marketing the community to attract a dentist. Consensus was that staff should put together an introductory letter to area dentists and bring a draft back for the next meeting, to be sent out shortly afterwards.

Batstone left the meeting at 9:05 AM. Noting that a quorum was no longer present, Skaalen adjourned the meeting.

The next regular meeting is scheduled for March 3, 2016 at 7:30 AM, at the Community Center.