

**MINUTES  
ECONOMIC DEVELOPMENT AUTHORITY  
Special Meeting  
December 5, 2011**

**1. CALL TO ORDER**

The meeting was called to order by Chair Bartholomay at 6:45 p.m.

Members Present: Bartholomay, Donnelly, Larson, May

Members Absent: Fogarty

Also Present: David McKnight, City Administrator; Tina Hansmeier, Economic Development Specialist; Cynthia Muller, Executive Assistant

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVE AGENDA**

**MOTION** by Larson, second by May to approve the Agenda. **APIF, MOTION CARRIED.**

**4. CITIZEN COMMENTS/PRESENTATIONS**

**5. CONSENT AGENDA**

**6. PUBLIC HEARINGS**

**7. CONTINUED BUSINESS**

**a) Quality Ingredients Corporation: 1996 Estoppel Letter**

Quality Ingredients Corporation is interested in purchasing the property located at 21025 Edmonton Avenue in the industrial park. They received approval of certain documents needed for the closing. This meeting was to consider the estoppel letter for the 1996 covenants. This letter included a provision that the current and adjacent property owners are notified of the intended use of the property as well as proposed alterations. One comment was received asking about the odor, which will not occur. **MOTION** by Larson, second by Donnelly to approve the estoppel letter under the 1996 declaration of covenants. **APIF, MOTION CARRIED.**

**8. NEW BUSINESS**

**9. CITY STAFF REPORTS**

**10. ADJOURN**

**MOTION** by Larson, second by Donnelly to adjourn at 6:49 p.m. **APIF, MOTION CARRIED.**

Respectfully submitted,

Cynthia Muller  
Executive Assistant