

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR SESSION
APRIL 12, 2010**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Economic Development Authority met in Regular Session at 5:00 p.m. on Monday, April 12, 2010 in the Government Center, 218 North Meridian Street, Belle Plaine, MN. President Lisa Fahey called the meeting to order with Commissioners Phil Fischer, Troy Witt, Dawn Underferth, Jim Lange and Gary Crosby. Commissioner Rick Krant arrived at 5:12 p.m. Also present was Executive Director Trisha Rosenfeld.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. March 8, 2010 Regular Session Minutes.

MOTION by Commissioner Underferth, second by Commissioner Lange, to approve the March 8, 2010 Regular Session Minutes as presented. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

MOTION by commissioner Crosby, second by Commissioner Underferth, to approve the payment of bills as presented. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. Review of Financial Incentive Programs.

President Fahey referenced a memo dated April 12, 2010 from Community Development Director Rosenfeld regarding financial incentive programs.

Community Development Director Rosenfeld provided an update on the financial programs the City of Belle Plaine-EDA currently offers. There has been no interest recently for the Façade Improvement Loan program. Attached with Community Development Director Rosenfeld's memo was an updated spreadsheet of the fund and loan accounts for the Revolving Loan Fund. There has been no interest recently for the TCCCF program. Community Development Director Rosenfeld reported that payment was received from Dale Entinger, 128 North Meridian Street, and late fees were waived.

Commissioner Lange inquired as to whether an applicant can receive more than one Façade Improvement Loan. Community Development Director Rosenfeld replied yes, but it is limited to one per year.

Commissioner Krant arrived at 5:12 p.m.

5.2. Economic Development Plan Update.

President Fahey referenced a memo dated April 12, 2010 from Community Development Director Rosenfeld regarding the Economic Development Plan.

Community Development Director Rosenfeld referenced a spreadsheet of the action items provided in the Economic Development Plan and specifically the items to be addressed in the second quarter of 2010.

The items include the preparation of a small area plan for the TH169/MN25 area, transportation link to TH169 and I-35 along CSAH 8 and to I-84 via MN25, discuss health care and agri-business growth plan, and maintain regular contact with developers, property owners and brokers.

The Commissioners discussed the business retention and expansion survey. Commissioners are to advise Community Development Director Rosenfeld of preferred businesses for the survey. Community Development Director Rosenfeld requested that the Commissioners contact her regarding the preferred date of an economic development orientation with the City Council.

5.3. Appointment to Beautification Committee.

President Fahey referenced a memo dated April 12, 2010 from Community Development Director Rosenfeld regarding the establishment of the Beautification Committee (ad hoc) and appointment of members.

Community Development Director Rosenfeld explained that it was the consensus of the EDA to recommend the City Council create an ad-hoc Beautification committee to discuss the request from the Chamber of Commerce. The City Council created the ad-hoc committee at their March 15, 2010 meeting. The following is a list of those who will serve on the committee. Once the members are all appointed by their respective commissions, staff will arrange the first meeting, presumably the end of April or first of May. At the first meeting, the group will determine the frequency of the meetings and the plan of action.

- Two (2) City Council Members (Council members appointed: Cary Coop and Tim O'Laughlin)
- One (1) Chamber of Commerce Member (Ed Fahrforth, Chamber President, has volunteered)
- One (1) Public Works Committee Member (Al Fahey)
- One (1) EDA Member (to be appointed at the April EDA meeting)
- One (1) Design Committee Member (to be appointed at the April Design meeting)
- One (1) Park Board Member (to be appointed at April Park Board meeting)

Commissioner Crosby volunteered to be a member of the Beautification Committee. Community Development Director Rosenfeld explained that the City Council will make the official appointment at an upcoming council meeting.

5.4. Discussion on Small Area Plan.

President Fahey referenced a memo dated April 12, 2010 from Community Development Director Rosenfeld the Small Area Plan.

Community Development Director Rosenfeld explained that the Small Area Plan was a result of the 2009 Economic Development Plan. Staff requests the EDA delineate the boundaries for the proposed plan. Once the boundaries are determined, staff and others will be able to meet with those property owners within the area to gauge the interest level from them. Once the interest level has been summarized, staff will bring forward the results to the EDA to provide a recommendation to move forward or not with the Small Area Plan. It was the request of certain Council members to have the property owners within the area to pay for the plan 100%. Staff is requesting the EDA discuss this point. It was also requested to include some portion of the downtown, relative to those vacant properties, to help determine how to assist those properties fill their vacancies with businesses that fit the downtown niche. Staff also requests this point be discussed. Staff will transcribe language to be used when out visiting the property owners. This will be done so the message is clear, concise and presented similarly to each property owner. Janna King with Economic Development Services, who assisted the City with the Economic Development Plan, has recently indicated that the proposed plan may cost 20% less than what we being projected previously. It is now estimated the plan would cost \$96,000, rather than \$120,000.

The Commissioners reviewed a map of the proposed area that includes the four quadrants of the TH 25/CR 64 interchange area.

Commissioner Fischer noted that the new Cenex building can be considered more retail than agri-business. Commissioner Underferth noted that Prairie Farm Supply would be more appropriate in an industrial area. Commissioner Witt commented that he questions the expenditure of funds to demolish existing buildings when the City has an abundance of vacant land near the interchange available for development. Commissioner Krant questioned what the City/EDA have to offer property owners to participate in the Small Area Plan. Commissioner Witt noted that it will take a vested interest from the property owner and the City to work together to make it happen. Commissioner Underferth commented that the Kluver building on East Main Street is available for sale. She noted that while it is not the major business located in the redevelopment area, it would be a start in the re-development process in looking ahead for the next 10 to 15 years.

Community Development Director Rosenfeld stated that she will be visiting the property owners along the East Main corridor for the business retention and expansion survey and noted the businesses of Cambria, Aggregate Industries concrete plant, Belle Plaine Sales and Auction Barn, and Belle Plaine Block and Tile. President Fahey stated she was interested in knowing the long term plans of the auction barn located on Ash Street.

Community Development Director Rosenfeld suggested that a representative from another city that has completed a commercial/industrial redevelopment project be invited to attend an upcoming EDA meeting. The Commissioners concurred.

In other business, Community Development Director Rosenfeld reported that the Coborns retail development agreement for tax abatement will be presented at the April 19, 2010 city council meeting.

6. ADMINISTRATIVE.

6.1. Next meeting will be Monday, May 10, 2010 at 5:00 p.m.

The Commissioners were reminded of the upcoming meeting as listed.

7. ADJOURNMENT.

MOTION by Commissioner Fischer, second by Commissioner Crosby, to adjourn at 6:00 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary