

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR SESSION
DECEMBER 10, 2007**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Economic Development Authority met in Regular Session at 5:30 p.m. on Monday, December 10, 2007 in the Government Center, 218 North Meridian Street, Belle Plaine, MN. President Lisa Fahey called the meeting to order with Commissioners Tim O'Laughlin, Ken Edaburn, Jenna Tuma, Troy Witt and Dawn Underferth present. Commissioner Phil Fischer was not present. Also present was Executive Director Trisha Rosenfeld.

2. APPROVAL OF AGENDA.

MOTION by Commissioner O'Laughlin, second by Commissioner Edaburn, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. November 15, 2007 Regular Session of the EDA.

MOTION BY Commissioner Edaburn, second by Commissioner Underferth, to approve the November 15, 2007 Regular Session minutes of the EDA as presented. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

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

5. BUSINESS.

5.1. Update on Financial Incentives.

President Fahey referenced a memo dated December 10, 2007 from Community Development Director Rosenfeld regarding an update on financial incentives.

The Commissioners reviewed the status of the Revolving Loan Fund, Commercial Rental Incentive Program, Façade Improvement and TCCCF. Commissioner O'Laughlin commented on whether stronger measures should be taken with those businesses who are frequently delinquent in their payments. Commissioner Witt commented that the late fees are favorable for the EDA. President Fahey suggested the EDA offer electronic fund transfer to avoid late payments.

As an additional update, Community Development Director Rosenfeld reported that Airborne Athletic acquired the complete lease space at Valley Business Park.

5.2. Commercial Rental Incentive Program Summary.

President Fahey referenced a memo dated December 10, 2007 from Community Development Director Rosenfeld regarding the Commercial Rental Incentive Program.

Community Development Director Rosenfeld explained that the Commercial Rental Incentive Program was initiated in March 2006 for a duration of one year. In March 2007 it was extended to March 2008, as the funds were not completely utilized. The initial funds put forth from the Revolving Loan Fund for the Façade Improvement Program were \$30,000. The Chamber of Commerce also proposed putting \$5,000 towards the program as well. However, to date they have not put money towards the program and at the last EDA meeting it was the consensus of the group to divorce the Chamber of Commerce from this program.

A discussion followed. Commissioner Witt questioned whether the maximum benefit should be reduced and whether 25% is an appropriate incentive. Commissioner Tuma commented that an incentive is needed for businesses. Commissioner Underferth noted that the cities of New Market and Lonsdale are attracting businesses, but was unsure of what incentives are being offered. Commissioner Edaburn asked if the Chamber is responsible for \$5,000 towards the program. Community Development Director Rosenfeld responded that the Chamber is not responsible anymore, as voted unanimously by the EDA. President Fahey questioned whether the EDA should focus on the Revolving Loan Fund rather than the Commercial Rental Incentive Program. Commissioner Tuma supported the Commercial Rental Incentive Program because it supports each individual business, rather than a property owner. She also said the goal is to fill vacant buildings. Commissioner Witt questioned why the EDA could not be selective in its incentive programs, such as seeking restaurants only. Commissioner O'Laughlin cautioned the EDA on being discriminatory. President Fahey suggested that staff check with other cities regarding incentives. Commissioner O'Laughlin suggested that staff contact the League of Minnesota Cities. Community Development Director Rosenfeld offered to do further research and report back at the next meeting.

Commissioner Witt inquired about a review committee at the EDA level. This item will be added to next month's agenda.

5.3. Façade Improvement Program Summary.

President Fahey referenced a memo dated December 10, 2007 from Community Development Director Rosenfeld regarding the Façade Improvement Program.

Community Development Director Rosenfeld provided a summary of the Façade Improvement Program, including a list of the applications approved since its inception on October, 2003. Total assistance to date is \$35,807.18. Community Development Director Rosenfeld explained that the Design Committee must approve the design prior to award.

5.4. Community Survey Outline.

President Fahey referenced a memo dated December 10, 2007 from Community Development Director Rosenfeld regarding the community survey.

Community Development Director Rosenfeld explained the telephone conversation she has had with a research company regarding community surveys. She explained telephone versus mailing surveys and estimated costs. The research company has done work for the cities of Chaska, Ham lake, Lakeville, Chanhassen and Cocoran. An outline of the potential survey was included with Community Development Director Rosenfeld's memo.

Commissioner Witt asked what is the purpose of the survey and how does the EDA act upon the completed survey results. Community Development Director Rosenfeld explained that the survey will provide important information to assist with decision-making at the Council level.

Commissioner O'Laughlin explained that the industrial park owned by CLC Development was formerly owned by the Belle Plaine Development Corporation. The Development Corporation did not have funds available to bring sanitary sewer and water to the site south of Highway 169, so the property was sold to CLC. The EDA was not involved in the transaction.

The Commissioners discussed the costs associated with the survey. This issue will be brought back at the next EDA meeting for further direction regarding the goals of the survey.

5.5. Development Options for Main Street/Meridian Street Corner Vacant Lot - Per request of Commissioner Tuma.

Commissioner Tuma explained that the vacant lot at the corner of Main and Meridian Streets was purchased by Alan Tholkes. She inquired if there are financial incentives to assist Mr. Tholkes with the development of the property. Commissioner Tuma suggested a movie theater be constructed there. She asked for any ideas for an appropriate type of business/building to be located there.

In other updates, Community Development Director Rosenfeld reported that she has responded to Shingobee regarding big box development. It was the consensus of the Commission to have President Fahey send a letter of support to Shingobee and welcome them here.

Community Development Director Rosenfeld also reported that at this time, the City has had 30 new home building permits in 2007.

6. ADMINISTRATIVE.

6.1 Next meeting will be Monday, January 14, 2008 at 5:30 p.m.

The Commissioners were reminded of the upcoming meeting as listed.

7. ADJOURNMENT.

MOTION by Commissioner Tuma, second by Commissioner Witt, to adjourn at 6:35 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary