

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR SESSION
MARCH 14, 2016**

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, March 14, 2016 at City Hall, 218 North Meridian Street, Belle Plaine, MN. President Rick Krant called the meeting to order with Commissioners Cary Coop, Henry Pressley, Dick Coleman and Crystal Doyle present. Commissioner Lisa Fahey arrived at 5:05 p.m. Commissioner Nathan Shutes was not present. Also present was Community Development Director Cynthia Smith Strack.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of February 8, 2016.

MOTION by Commissioner Coop, second by Commissioner Doyle, to approve the Regular Session Minutes of February 8, 2016. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT.

4.1. Approval of Bills.

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

5. BUSINESS.

5.1. Financial Incentives Update.

Community Development Director Smith Strack explained the year to date expenditures of the Façade Improvement Loan are currently at zero. One FILP loan approved in 2015 has not been paid out and one \$1,500 application was approved by the Board in January (Neisen's Corner Bar). The current balance of Revolving Loan Fund 800 as of the date of this memo is \$146,269.60. The current outstanding principal is \$178,062.12 with outstanding interest of \$13,519.28. All loans are current.

5.2. EDA Exercise of HRA Powers.

Community Development Director Smith Strack explained that both the EDA and HRA organizations hold HRA powers – a duplication of authority, administrative process, and practice. At this time the HRA consists of the four City Council Members (i.e. not the Mayor). The HRA has met an average of two times per year since 2012. Prior to 2012 the HRA did not meet annually. At its annual meeting in January the HRA addressed the effectiveness of past programs and function of the HRA. As part of that broader discussion it was noted the EDA may exercise HRA powers. Since the EDA meets on a monthly basis it was suggested the EDA could exercise HRA powers and the independent HRA could be retired. This could create efficiency in local government and keep HRA agenda items at the forefront on a monthly basis. The HRA fund balance is approximately \$130,000 and these funds will remain separate. The City Attorney has advised three separate actions may be needed: approval of a revised EDA enabling resolution by the City Council, a vote to retire the HRA by the HRA, and a vote to accept the HRA duties by the EDA. The City Attorney will prepare the appropriate documents.

The Commissioners concurred with the duplication of authority and were in support of the EDA exercising HRA powers.

MOTION by Commissioner Coleman, second by Commissioner Coop, to direct Staff to proceed with the retirement of the Belle Plaine Housing and Redevelopment Authority and have the EDA exercise HRA powers. Furthermore, the HRA funds are to remain separate from EDA related funds. ALL VOTED AYE. MOTION CARRIED.

5.3. Meeting BR&E Task Force.

Community Development Director Smith Strack explained the Chamber recently held an annual meeting and an item discussed was outcomes of the BR & E effort in 2014-15. The Chamber would like to informally reconvene the BR&E task force to discuss what came out of the project i.e. updates on four outcomes. Community Development Director Smith Strack noted that this may be an opportunity to introduce the 2040 Comprehensive Plan amendment and potential to discuss economic resiliency. She further explained the outcomes that were identified included a revamped Awards Banquet, Hosting of After Hours Events and Job Board. The Red Flag issues were addressed by City Administrator Kreft.

President Krant was encouraged by the upcoming Task Force meeting. He believes this will help satisfy the minds of the volunteers who were wondering about the outcome of site visits. Commissioner Doyle commented that it is important to keep a positive relationship with businesses and volunteers. Commissioner Fahey said that business owners should also be informed of the outcome. Commissioner Coop said he would like to see the EDA educate business owners on how to grow and expand and noted that an employee's personality can create the biggest draw of customers.

It was the consensus to schedule the follow-up Task Force meeting for 5:30 to 6:30 p.m. on Monday, April 11, 2016. This meeting will immediately follow the close of the EDA's regular meeting.

5.4. Removal of Chamber Sign.

Community Development Director Smith Strack explained the Chamber currently owns and operates a sign near the City's water treatment plant adjacent to Highway 169. At an annual retreat the Chamber Board voted to have the sign taken down.

Commissioner Fahey, who is a long-standing member with the Chamber, relayed the history of years of discussion regarding the subject sign. Due to the limited upgrade options and expense, the Chamber voted to remove it. The Commissioners further discussed the purpose of the sign, whether its focus was for motorists, local residents, or the promotion of Belle Plaine. After further discussion by the EDA, it was the consensus to concur with the Chamber and have the sign removed due to the sign's many limitations.

5.5. Sand Lot – Idea and Information Exchange (Corner of Main and Meridian).

Community Development Director Smith Strack explained that a proposed goal for 2016 is to hold an informal luncheon with various stakeholders regarding the sand lot located at the corner of Main Street and Meridian Street. The purpose of the meeting would be to determine what could be possible, what hurdles need to be cleared, what connections need to be made, and best options for putting the property to a productive use. The meeting should be conducive to idea and information exchange.

Commissioner Coleman suggested that Scott County's Open to Business program may be of assistance. Commissioner Doyle supported the idea of inviting architects to the meeting. Community Development Director Smith Strack suggested the meeting be held at the restaurant across the street in an effort to better facilitate discussion and ideas. She noted that it is important to provide information on the impediments to the site, as well as the positive attributes.

Community Development Director Smith Strack will arrange a date and time and reach out to architects, adjacent property owners, builders, local contractors. President Krant recommended Community Development Director Smith Strack facilitate the meeting.

5.6. Dementia Friendly Communities/Act on Alzheimers Grant Opportunity.

Community Development Director Smith Strack explained the Lutheran Home Association is spearheading local effort to create a "Dementia Friendly Community". City Administrator Kreft and Community Development Director Smith Strack have been attending organizational meetings. Dementia Friendly Communities are designed to help persons with dementia do things like go to the bank to make a deposit, go to the grocery store and find the frozen food aisle, or go to their favorite restaurant and order breakfast, even if they can't remember who they are or why they are where they are. Dementia friendly communities contribute to economic vitality by (a) keeping residents with dementia active in the local retail and service economy, (b) keeping residents with dementia in the City as opposed to moving elsewhere, and (c) keeping caretakers and those suffering from dementia healthier. In 2015 it's estimated nearly 90,000 Minnesotan's were suffering with Alzheimer's Disease and the number expected to increase to 120,000 by 2025. About 11% of seniors suffer from Alzheimer's and it's the sixth leading cause of death in Minnesota. Over 248,000 Minnesotan's are providing care for loved one's suffering from Alzheimer's; the estimated value of this unpaid care is \$3.4 billion dollars annually.

Community Development Director Smith Strack explained that a grant is available to communities in Minnesota (up to \$14,000, no match required) to launch community engagement efforts relating to Dementia Friendly Communities/ACT on Alzheimer's. The grant could help further local efforts to become dementia friendly. TLHA may be able to apply for the grant, or the City may be required to apply on behalf of our local effort.

The Commissioners supported the City's effort in becoming a Dementia Friendly Community.

MOTION by Commissioner Fahey, second by Commissioner Coleman, to proceed with efforts to become a Dementia Friendly Community and to proceed with a grant application, ACT on Alzheimer's Action Communities, to assist with local efforts. ALL VOTED AYE. MOTION CARRIED.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Coleman commented on the success of the recent Meet and Greet meeting held on March 9, 2016.

6.2. Director's Update.

The Commissioners reviewed the Director's Update as provided in their meeting packets.

6.3. Upcoming Meetings.

Next Regular Session, 5:00 pm, Monday, April 11, 2016.

The Commissioners were reminded of the next meeting as listed.

7. ADJOURNMENT OF REGULAR SESSION.

MOTION by Commissioner Coop, second by Commissioner Pressley, to adjourn at 6:18 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary