



BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
NOTICE OF REGULAR MEETING AND AGENDA
CITY HALL, 218 NORTH MERIDIAN STREET
PLEASE USE THE NORTH ENTRANCE

MONDAY, DECEMBER 9, 2019
5:00 P.M.

PLEDGE OF ALLEGIANCE.

5:00
P.M.

1. CALL TO ORDER. 1.1. Roll Call.

2. APPROVAL OF AGENDA.

3. APPROVAL OF MINUTES.

3.1. Regular Session Minutes of October 14, 2019.

4. TREASURERS REPORT.

4.1. Approval of Bills.

5. BUSINESS.

5.1. 2019 Annual EDA Report to City Council.

5.2. Fair Housing Policy.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

6.2. Director's Update.

6.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, **Monday, January 13, 2020.**

7. ADJOURNMENT OF REGULAR SESSION.

There may be a quorum of the Belle Plaine City Council present at the meeting.

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
OCTOBER 14, 2019**

PLEDGE OF ALLEGIANCE.

President Krant led those present in the Pledge of Allegiance.

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Economic Development Authority met in Regular Session at 5:03 PM on Monday, October 14, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, Mn. Commissioner Krant called the meeting to order with Commissioners Fahey, Coop, Meyer and Doyle present. Commissioner Pankonin was not present.

Also present was Community Development Director Smith Strack.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of September 9, 2019.

MOTION by Commissioner Coop, second by Commissioner Fahey, to approve the Regular Session Minutes of September 9, 2019. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

MOTION by Commissioner Meyer, second by Commissioner Coop, to approve the treasurer's report. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. Recommendation – Submittal of Small Cities Development Program Grant Pre-Application.

Community Development Director Smith Strack explained the EDA has been discussing an application to DEED's Small Cities Development Program for a grant to assist with owner occupied and commercial rehabilitation in a defined target area. Smith Strack noted in July the Council, following an EDA recommendation, authorized a contract with Chelsea Alger of Bolton Menk for grant services. Smith Strack explained 28 qualified, interested surveys have been received from residents owning dwellings and 16 interest surveys have been returned from downtown property owners. Smith Strack noted this level of interest corresponds to a potential pre-application grant request of \$575,000.00, which is based on approximately 15 residential projects and five commercial projects. Smith Strack explained MVEC is the recommended administrator of the grant if received. Smith Strack noted Council will need to consider taking action to authorize submittal of pre-application at their November 4 City Council meeting.

Commissioner Meyer inquired on the timeline for disbursement. Community Development Director Smith Strack explained the pre-application is due November 17, a review process will occur and qualified Cities will be invited to submit a final application in January of 2020. Smith Strack explained funds are awarded in the Spring of 2020 and available for disbursement in the Fall.

MOTION by Commissioner Meyer, second by Commissioner Fahey to recommend submittal of Small Cities Development Program Grant Pre-Application. ALL VOTED AYE. MOTION CARRIED.

5.2. Discussion: 2020 Scott County Economic Development Incentive Program.

Community Development Director Smith Strack explained at the September meeting the EDA discussed the Scott County Community Development Agency 2020 Economic Development Incentive grant program

request for proposals. Smith Strack noted a total of \$350,000.00 in grants for cities around the County is available. Smith Strack explained the EDA discussed potential grant –eligible activities and reached consensus for staff to further investigate a grant to asses with development of plans and specifications pertaining to an improvement project in Downtown. Smith Strack explained that since the EDA meeting Department Head staff have suggested moving forward with improvement plans at this time may be premature, as the Public Works Committee has not identified a project for 2021. Smith Strack explained the EDI program has two funding types/matches: Corridor readiness grants and Technical Assistance grants. Smith Strack explained if the EDA is supportive, staff will prepare a grant application for technical assistance pertaining to creation of incentive program guidelines intended to incite creation of buildable lots. Smith Strack noted the proposed grant request would likely not exceed \$10,000.00 with the \$5,000.00 local match from the 2020 EDA consulting line item.

Commissioner Coop inquired about the police station and the potential to buy out the repair shop on that block. Community Development Director explained no plans have been identified at this time, however ideas have been noted of relocation of staffing to other public land and what that property could be used for. Commissioner Meyer inquired if staff could hire a firm to create marketing ideas. Smith Strack confirmed.

MOTION by Commissioner Coop, second by Commissioner Meyer to recommend City Council authorize preparation of EDI grant for submittal. ALL VOTED AYE. MOTION CARRIED.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Fahey expressed gratitude to City Staff, Police Department, Public Works and Mayor Meyer for the combined efforts to host a great marathon within the City. Mayor Meyer stated numerus residents inquiring about Dollar General and Casey's delay in building citing the developer has had problems with the City. Meyer noted the creative solutions the City has addressed to aid in moving the project forward. Meyer stated Monday, October 7 City Council approved a resolution allowing the City to move forward with putting the infrastructure and streets without the developer. Meyer expressed the Council and City wish to move forward with the project and have continually worked with the developer to keep this development on track.

6.2. Director's Update.

Community Development Director Smith Strack highlighted the Director's update and noted an upcoming 114-condominium plat called Prairie Meadow by Gary Crosby coming before the Planning and Zoning Commission tonight. Smith Strack noted the plat is a two phase project with phase one in 2020 and phase two started in two to three years. Smith Strack also noted the Destination Belle Plaine the 2040 Comp plan has been approved by the MET Council and ready for adoption.

6.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, Tuesday, November 12, 2019.

Commissioners were reminded of upcoming meetings as listed.

7. ADJOURNMENT OF REGULAR SESSION.

MOTION by Commissioner Coop, second by Commissioner Meyer, to adjourn the meeting at 5:19 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary



MEMORANDUM

DATE: December 9, 2019
TO: EDA President Krant, EDA Board Members, and Administrator Meyer
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 4.1 Payment of Claims

REQUEST: Motion to Approve Payment of Claims

GENERAL INFORMATION

The EDA approves accounts payable for the HRA Fund (802) and EDA fund (801). Attached please find claims from October and November for your consideration.

CITY OF BELLE PLAINE
AP DEPARTMENT APPROVAL
OCTOBER 2019

10/17/19 2:22 PM
Page 5

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

DEPT 460500 DEVELOPMENT

801-460500-202000 OFFICE DEPOT, INC
801-460500-208000 COBORNS INC
801-460500-322000 CITY OF BELLE PLAINE

\$13.50 COPY EXPENSE - EDA
\$22.45 GEN SUPPLY - EDA
\$2.44 POSTAGE - EDA

\$38.39

\$38.39

CCS
10-22-19

DEPT 460500 DEVELOPMENT

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

CITY OF BELLE PLAINE
AP DEPARTMENT APPROVAL
OCTOBER 2019

10/31/19 2:36 PM
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FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

DEPT 460500 DEVELOPMENT

801-460500-131000 PATRICIA KRINGS
801-460500-151000 LEAGUE OF MN CITIES- INS. TRUS
801-460500-202000 OFFICE DEPOT, INC
801-460500-311000 BOLTON & MENK, INC
801-460500-321000 FRONTIER COMMUNICATIONS
801-460500-575000 PC2 SOLUTIONS

\$12.00 11/19 RETIREE INSURANCE - ED
\$534.00 WORKER COMP PREMIUM- EDA
\$10.25 EDA - COPY EXPENSE
\$1,539.00 EDA - MN DEED SCDP GRANT
\$116.48 EDA - PHONE
\$581.27 COMPUTER MAINT - EDA

\$2,793.00

\$2,793.00

11-6-19

DEPT 460500 DEVELOPMENT

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

CITY OF BELLE PLAINE
AP DEPARTMENT APPROVAL
NOVEMBER 2019

11/15/19 11:10 AM
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FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

DEPT 460500 DEVELOPMENT

801-460500-321000 FRONTIER COMMUNICATIONS
801-460500-343000 INTERNET CONNECTIONS INC

\$116.53 EDA - PHONE
\$50.00 EDA - DOMAIN RENEWAL

\$166.53

\$166.53

CCS
11-19-19

DEPT 460500 DEVELOPMENT

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY



CITY OF BELLE PLAINE
AP DEPARTMENT APPROVAL
 NOVEMBER 2019

Act Code Check Name Amount Comments

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

DEPT 460500 DEVELOPMENT

801-460500-131000 PATRICIA KRINGS

\$12.00 EDA - 11/19 RETIREE INSURANC

801-460500-202000 OFFICE DEPOT, INC

\$13.50 EDA - COPY EXPENSE

DEPT 460500 DEVELOPMENT

\$25.50

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

\$25.50

12-2-19



MEMORANDUM

DATE: December 9, 2019
TO: EDA President Krant, EDA Board Members, and Administrator Meyer
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 5.1 2019 Annual Report to the City Council

REQUEST: Discussion Regarding 2019 Annual Report

GENERAL INFORMATION

The EDA enabling resolution requires the EDA to submit an annual report to the City Council. Attached please find a draft annual report. The report addresses: EDA core functions, metrics for evaluating efforts, and a starting point for discussion of 2020 goals.

Discussion pertaining to goals for 2020 is requested.

Discussion is also requested regarding presentation of the report to the City Council is requested. **Specifically, whether the EDA deems it most appropriate to present the report during regular session or have the report placed on the consent agenda.** If presentation is warranted, volunteers to present the information are requested.

ACTION

Establish 2020 goals. Review and authorization/direction to submit to the City Council is kindly requested.



Annual Report

Economic Development Authority

2019





EXECUTIVE SUMMARY

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EXECUTIVE SUMMARY

This report documents the Belle Plaine Economic Development Authority's activities over the previous year and satisfies a requirement the EDA report on activities annually to the City Council. The report may be used to assess progress toward economic development pursuits including: the creation of new wealth; 'setting the table' for new business opportunities; and spurring economic investment and job creation locally.

In summary:

- 1.** The Belle Plaine EDA pursues four core functions:
 - Organizational development efforts focusing on maintaining and enhancing the capacity of the EDA as a public body.
 - Market development efforts focusing on outreach actions including, but not limited to, website maintenance, production of marketing materials, and participation in local and regional events/establishments.
 - Infrastructure development efforts focusing on 'setting the table' for economic development such as the creation of shovel ready commercial and industrial sites and a competitive regulatory apparatus.
 - Business development activities focusing on retaining and attracting businesses.
- 2.** The EDA met 11 times in 2019. The regularly scheduled meeting date is the second Monday of each month at 5 p.m. Meetings are held in the Council Chambers at City Hall and are open to the public.
- 3.** The EDA employs a variety of metrics to gauge progress and efficacy, including:
 - New commercial construction value added (\$28M in the past decade; commercial industrial building activity increased significantly over 2018 due mostly to public projects that are treated from building permit status as commercial building activity)
 - Estimated market value and taxable market value trends (commercial/industrial values continue to increase year over year; non-homestead residential values increased significantly, especially single family rental homes which averaged a close to a double digit increase, presumably due to demand for rental housing)
 - Unemployment analysis (although up slightly from last year, rates across the board continue to be near record lows and could be inflationary; Scott County

rate is below state, national, and Twin Cities MSA but par with Mankato and Rochester)

- Monitoring of local establishment, job, and wage statistics (all three trending positive: jobs increased by 350, establishments increased 16%, and average weekly wages grew by \$300, perhaps in response to low unemployment)
- Examination of housing starts (dipped again in 2019 presumably due to shortage of buildable lots)
- Examination of new business starts through October (52 new business filings in Belle Plaine slightly trails New Prague (69) and Jordan (55))
- Historical sales and use data (only available at County level, continues to trend positive)

4. Goals for 2020 include:

- Pursue comprehensive Small Cities Development Program grant for commercial and owner occupied residential rehabilitation
- Pursue programs to incent and advocate for creation of buildable residential lots
- Become informed about fair housing requirements and develop a fair housing policy
- Consider requests for tax increment financing and/or abatement to support redevelopment
- Review HRA programs
- Support/encourage development of new dwelling units as a means of increasing retail/service demand

1. BPEDA PURPOSE

The **Belle Plaine Economic Development Authority (BPEDA)** is defined under Chapter Two of the Code Chapter with the purpose of advising the City Council in all matters relating to economic development. The purpose statement also includes EDA goals as follows:

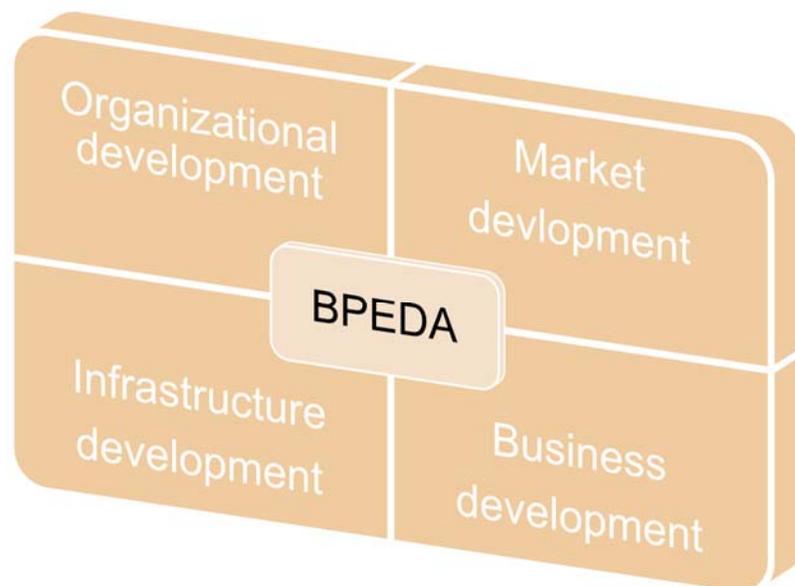
- Recruitment of new business and industry
- Retention and expansion of existing business and industry
- Diversification of the community's economy
- Retention and creation of jobs with livable wages
- Increasing community tax base
- Planning and coordination of economic development resource and efforts

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2. BPEDA CORE FUNCTIONS

The BPEDA pursues four core functions: organizational development, business development, market development, and infrastructure development.

- **Organizational development.** Organizational development efforts focus on maintaining and enhancing the capacity of the EDA as an economic development organization. Resources allocated to this core function are associated with meeting attendance, meeting packet preparation, drafting meeting minutes, organizational recordkeeping, goal setting and administration, and budget development and administration.
- **Market development.** Market development efforts are outreach actions, which include but are not limited to website maintenance, production of marketing materials, and participation in local and regional events/establishments.
- **Infrastructure development.** Infrastructure development activities strive to ‘set the table’ for economic development. Activities included within this core function are efforts toward the creation of shovel ready commercial and industrial lots.
- **Business development.** Business development activities are strategies implemented to retain and attract business. These strategies should create an economic environment supportive of retaining and attracting business, including the provision of a variety of life-cycle housing options. Activities included in this core function are related to: business attraction, business retention/expansion efforts; downtown revitalization; housing construction/revitalization; meetings, research, and information sharing with qualified project contacts and representatives; and administration of technical/financial assistance programs.



2019 Activity by Core Function

The following illustrations depict activities by core function as monitored by the Community Development Department staff. The illustrations are included to provide background and context for the BPEDA and City Council with regard to department activities conducted under the concept of 'development' as intended to include the concepts of community and economic development.



2019 Meetings

The EDA met in regular session ten times in 2019. In addition, a special work session meeting with the City Council and Planning Commission was held to discuss potential approaches to grow rooftops, impact housing affordability, and create buildable lots. The regularly scheduled meeting date is the second Monday of each month at 5 p.m. Meetings are held in the Council Chambers at Belle Plaine City Hall. The meetings are open to the public.

2019 EDA Officers

OFFICER	BOARD MEMBER NAME	TERM EXPIRES
President	Rick Krant	01/31/2021
Vice President	Lisa Fahey	01/31/2024
Treasurer	Dick Coleman	01/31/2022
Vice Treasurer	Ashton Pankonin	01/31/2025
At Large	Crystal Doyle	01/31/2021
Council Representative	Mayor Chris Meyer	Coterminous with elected term
Council Representative	CM Cary Coop	Coterminous with elected term

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3. METRICS

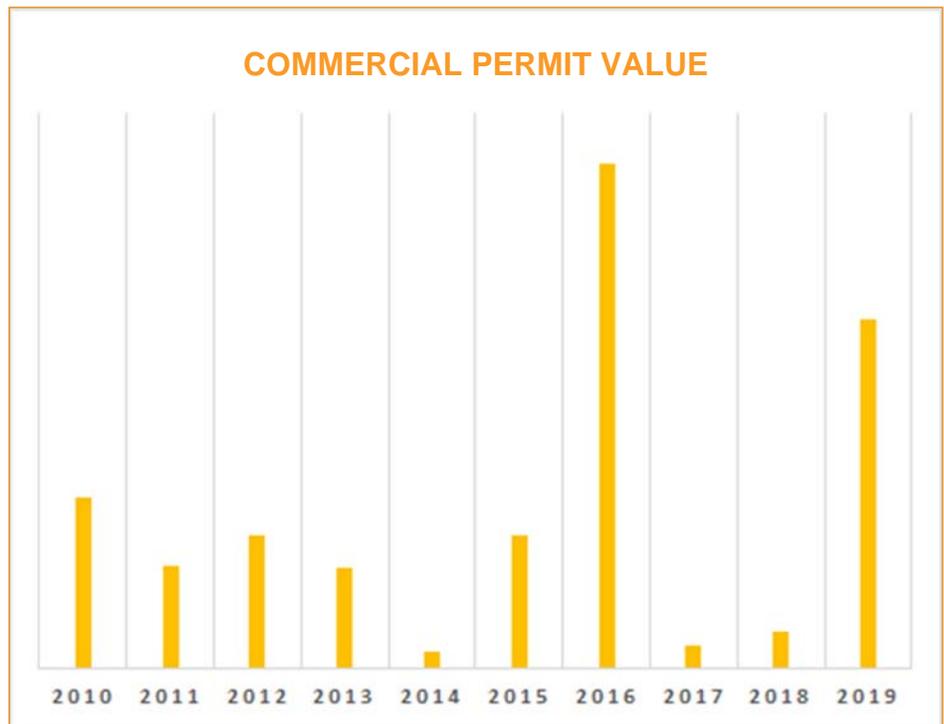
The EDA employs a variety of metrics to gauge progress and efficacy of its efforts. The following information will be used as a base to examine future progress toward enhancing the commercial/industrial portion of the City’s total value and, thereby diversifying the tax base, providing employment opportunities, and addressing the needs of the community.

Historical Building Permit Values: Commercial and Industrial

Commercial construction activity as viewed through a permit classification lens increased significantly in 2019 due to public investment i.e. aquatic center and Hickory Park skating and warming house. Construction value added over the last decade is \$28 million.

Churn continues in storefronts in the Downtown with spaces opening and some becoming re-occupied.

YEAR	VALUE
2010	\$ 3,059,055
2011	\$ 1,845,368
2012	\$ 2,378,456
2013	\$ 1,812,645
2014	\$ 305,329
2015	\$ 2,396,480
2016	\$ 9,097,240
2017	\$ 425,000
2018	\$ 675,000
2019	\$ 6,287,757
TOTAL	\$ 28,282,330



Historical Market Value and Tax Capacity Composition

The percentage of the City's market and tax capacity values related to commercial and industrial property have fluctuated in the past. Decreases in market value mid-period equate to depreciation of real estate and slowing of new value added. Value created is typically added two years after a certificate of occupancy is issued.

The increase in value of apartments and commercial/industrial classifications reflects the full market value (\$10 million) of the KingsPath/Ridgeview development.

Vacant land prices are starting to rise as buildable lot inventory continues to fall, a potential net positive for efforts to create new residential lots. Typical buildable lots are now valued in the \$50,000 range with premium lots in the \$70,000 range.

Income producing property values are increasing as well, especially single family rentals. Increases in values in the double digits are common, reflecting increased sales value perhaps due to low rental vacancy rates and strong demand.

Historical market value analysis is illustrated on the following pages.

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ESTIMATED MARKET VALUE TOTALS (HISTORICAL – ALL CLASSES)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 (prelim)
Agricultural	17,341,900	17,382,700	17,006,200	17,243,900	17,670,100	18,508,000	18,907,800	18,825,300	19,742,400	20,788,400
Apartment	8,815,500	8,992,600	9,359,000	9,367,000	9,259,000	9,704,100	21,023,700	21,649,600	28,478,000	33,863,500
Comm/Indust	56,597,000	58,204,400	55,007,700	54,013,700	54,403,200	54,254,000	52,399,600	53,442,800	59,830,200	62,318,000
Exempt	95,892,200	99,956,200	99,252,900	101,933,000	103,773,600	101,494,700	85,820,400	88,486,100	90,607,000	99,717,400
Other	932,100	913,500	913,500	913,500	928,700	1,022,600	1,022,800	1,023,900	893,600	1,137,100
PP Public Utility/RR	3,688,300	3,860,800	4,231,000	4,169,200	4,196,600	4,283,200	4,129,100	4,740,000	4,722,400	4,773,100
Res Improved	369,589,500	358,649,300	335,722,400	324,331,900	348,502,300	371,217,000	394,347,800	425,535,600	462,790,700	501,454,400
Res Vacant Land	10,519,500	9,087,300	7,830,000	7,652,300	7,383,300	7,503,700	6,490,200	5,075,500	5,253,300	5,997,000
Total	563,376,000	557,046,800	529,322,700	519,624,500	546,116,800	567,987,300	584,141,400	618,778,800	672,317,600	730,048,900

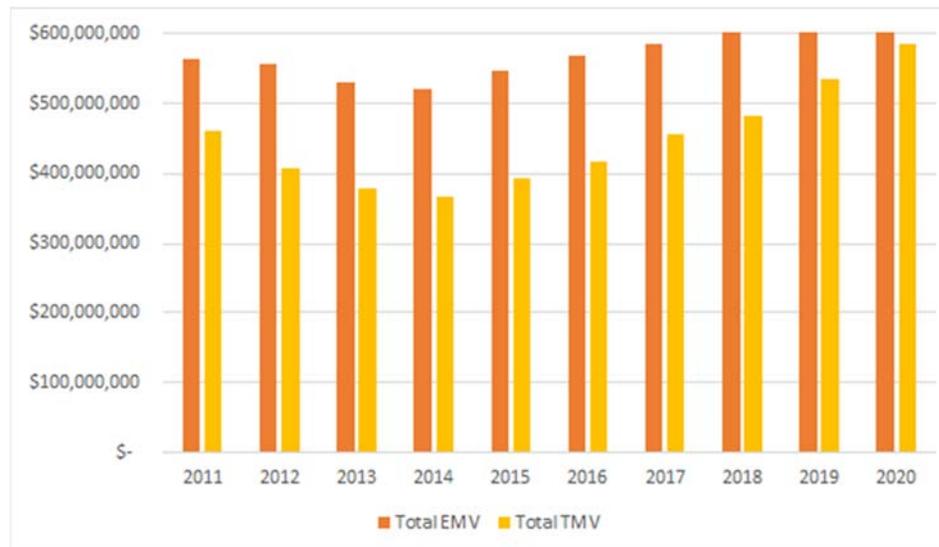
ESTIMATED MARKET VALUE PERCENTAGE CHANGE (HISTORICAL – YEAR OVER YEAR)

	2011	2012	2013	2014	2015	2016	2017	2018	2019
Agricultural	0.24%	-2.17%	1.40%	2.47%	4.74%	2.16%	-0.44%	4.87%	5.30%
Apartment	2.01%	4.07%	0.09%	-1.15%	4.81%	116.65%	2.98%	31.54%	18.91%
Comm/Indust	2.84%	-5.49%	-1.81%	0.72%	-0.27%	-3.42%	1.99%	11.95%	4.16%
Exempt	4.24%	-0.70%	2.70%	1.81%	-2.20%	-15.44%	3.11%	2.40%	10.05%
Other	-2.00%	0.00%	0.00%	1.66%	10.11%	0.02%	0.11%	-12.73%	27.25%
PP Public Utility/RR	4.68%	9.59%	-1.46%	0.66%	2.06%	-3.60%	14.79%	-0.37%	1.07%
Residential	-2.96%	-6.39%	-3.39%	7.45%	6.52%	6.23%	7.91%	8.75%	8.35%
Resid Vacant Land	-13.61%	-13.84%	-2.27%	-3.52%	1.63%	-13.51%	-21.80%	3.50%	14.16%

TAXABLE MARKET VALUE PERCENTAGE CHANGE (HISTORICAL – YEAR OVER YEAR)

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Agricultural	-8.73%	9.77%	5.25%	3.67%	0.13%	1.73%	-4.18%	4.51%	9.55%
Apartment	2.01%	4.07%	0.09%	-1.15%	4.81%	116.65%	2.98%	31.54%	18.74%
Comm/Indust	2.84%	-5.49%	-1.81%	0.72%	-0.27%	-3.42%	1.99%	11.95%	3.64%
Other	-2.00%	0.00%	0.00%	1.66%	10.11%	0.02%	0.11%	-12.73%	27.25%
PP Public Utility/RR	4.68%	9.59%	-1.46%	0.66%	2.06%	-3.60%	14.79%	-0.37%	1.07%
Res Improved	-14.39%	-7.82%	-4.22%	9.33%	7.80%	7.23%	8.94%	10.07%	9.70%
Res Vacant Land	-13.61%	-13.84%	-2.27%	-3.52%	1.63%	-13.51%	-21.80%	3.50%	14.16%

HISTORICAL ESTIMATED AND TAXABLE VALUE



Unemployment

The following table illustrates historical unemployment in metropolitan areas in Minnesota (excluding Duluth), Scott County, the state, and the nation. Although expert opinions vary, generally a healthy unemployment rate is 4.5% and 6% in the current economic climate. Lower unemployment rates are seen as inflationary. Higher unemployment rates are typically viewed as leading to a decrease in consumer spending. Additionally, unemployment rates are delayed economic indicators that confirm what has occurred and are counter-cyclical, meaning that the lower the rate the better the economy.

2019 year to date (through October) unemployment rates across the board a continue to be very low, with a slight uptick but largely stable. Potential impacts of very low unemployment include wage inflation and inefficiencies in productivity.

MINNESOTA MSA UNEMPLOYMENT RATES (HISTORICAL EXC. DULUTH)

Year	St. Cloud MSA	Rochester MSA	MSP MSA	Mankato MSA	Scott Co	State of MN	USA
2010	7.5%	6.3%	7.3%	6.3%	6.9%	7.4%	9.6%
2011	6.5%	5.6%	6.3%	5.3%	5.8%	6.6%	9.0%
2012	5.6%	4.6%	5.5%	4.7%	5.0%	5.6%	8.1%
2013	5.1%	4.2%	4.7%	4.0%	4.4%	4.9%	7.4%
2014	4.3%	3.7%	3.9%	3.3%	3.6%	4.2%	6.2%
2015	3.8%	3.2%	3.4%	2.9%	3.1%	3.7%	5.3%
2016	4.0%	3.9%	3.9%	3.2%	3.4%	3.8%	4.4%
2017	3.4%	2.9%	3.1%	2.8%	2.8%	3.6%	4.4%
2018	2.1%	1.9%	2.1%	1.7%	2.0%	2.8%	3.7%
2019	2.3%	2.1%	2.5%	2.0%	2.3%	3.2%	3.6%

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Employment and Wages

A review of employment (number of jobs), establishment (number of businesses), and wage (weekly) trends can assist in gauging the relative stability and performance characteristics of a local economy. In 2019 rates trended positive across employment, establishments, and weekly wages.

Wages are an important factor in evaluating and predicting economic cycles. Higher wages tend to lead to increased consumption which results in increased sales and an increase in productivity with a corresponding increase in wages. Consumer spending accounts for about 70% of economic growth and is highly correlated with local economies.

EMPLOYMENT, ESTABLISHMENTS, AND WAGES

YEAR	EMPLOY.	ESTAB.	AVG.WK.WAGE
2011	2013	100	\$739
2012	2068	98	\$763
2013	1998	107	\$774
2014	1477	102	\$777
2015	1542	99	\$809
2016	1595	100	\$703
2017	1750	110	\$775
2018	1750	137	\$1,225
2019	2100	159	\$1,548



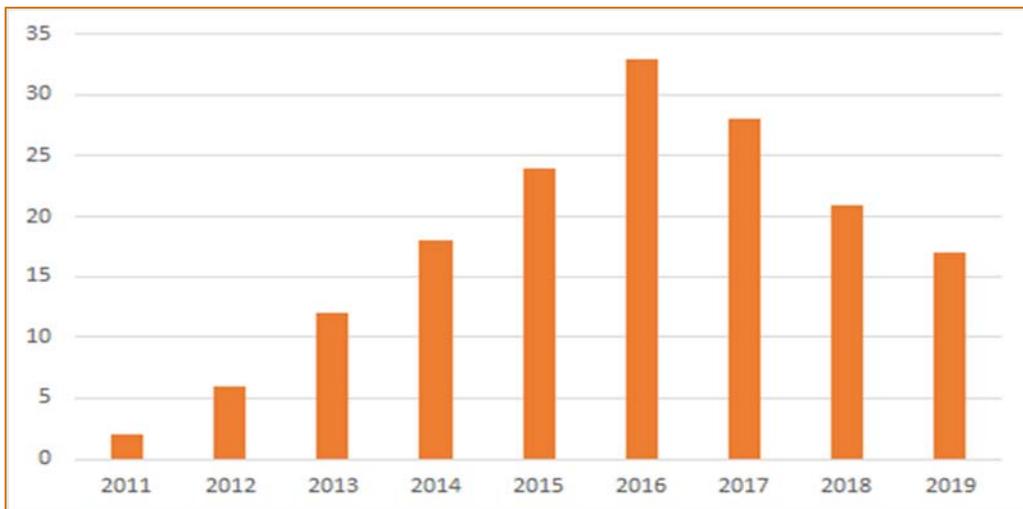
Historical Housing Starts

New home construction in Belle Plaine peaked in the early 2000's and has decreased significantly thereafter. New construction has rebounded somewhat since the depths of the Great Recession (locally 2011-12). Construction levels remain a fraction of where they were at peak growth.

Shortages in buildable lots continue to be well documented locally with just over 20 lots remaining. There continues to be a disconnect between the cost of land development (land acquisition + construction of improvements) and what buyers can (i.e. what property will appraise for) and will (what the market will bear) pay. The buildable lot inventory is likely curtailing new housing starts.

The City did approve 72 apartment units in 2019 (permit to be let in 2020), a few rental duplexes, and a concept plan for a new residential development. The City recently received a grant to assist in developing potential incentives to stimulate new lot production. New single family construction value added in 2019 totals \$3.2 million.

HISTORICAL HOUSING STARTS



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New Business Filings

Scott County First Stop Shop staff track and distribute information on new business filings for cities in Scott County. The information is helpful to determine business activity and it provides perspective relative to similar sized communities.

The rate of new business creation is up slightly in 2019 as compared to 2018. Similar to last year new business starts in Jordan and New Prague are slightly more than those created in Belle Plaine.

NEW BUSINESS FILINGS SCOTT COUNTY CITIES 2019 YTD

Month	Belle Plaine	Elko NM	Jordan	New Prague	Prior Lake	Savage	Shakopee	Total 2019
January	9	1	2	6	22	21	31	92
February	3	0	6	5	18	19	34	85
March	7	2	5	8	26	25	33	106
April	7	2	7	7	22	23	31	99
May	4	0	10	7	22	28	30	101
June	6	2	3	4	15	15	36	81
July	8	5	7	12	16	16	43	107
August	5	2	8	7	24	19	22	87
September	0	4	2	2	30	16	28	82
October	3	1	5	11	29	19	31	99
Total	52	19	55	69	224	201	319	939

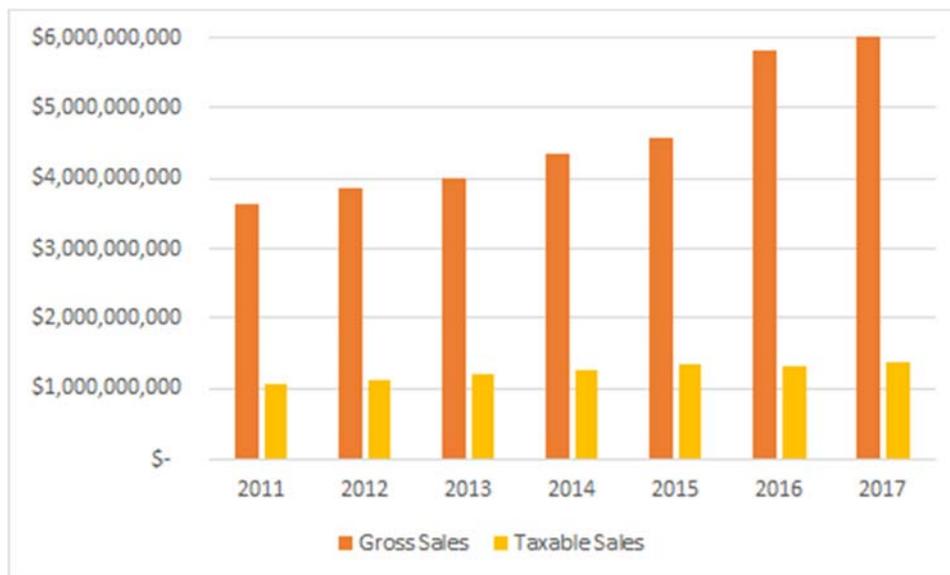
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Historical Sales and Use Data

Sales and use data is not available for the City of Belle Plaine. Therefore, we will monitor sales data as reported by the Department of Revenue for Scott County. Historical data illustrates continued gains in economic progress and activity.

Gross and taxable sales continue to increase and trend positive. Gross sales across all industry sectors in Scott County in 2017 (most current data available) totaled \$6,041,606,043, up 66% since 2011. Taxable sales have remained relatively steady over the same period.

SALES TAX HISTORY



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4. EDA ACTIVITIES

2019 Wins and Accomplishments

Following are EDA highlights for 2019:

- Review of residential development opportunities discussed over past several years
- Assisted with review of sidewalk café enabling language
- Discussion of ROSE Loan Program with 17 leads
- Zoning information to 31 businesses
- Preliminary and final TIF review TIF 3-1 (Belle Court Apartments)
- Review detailed summary of residential development opportunities discussed in previous three years, including parcel information, opportunities/challenges, and history.
- EDA/Chamber gala
- ROSE loans approved for Hair Loft and Oldenburg Brewery
- Chamber meeting & network event attendance
- Joint housing work session with City Council and Planning Commission
- Investigated water, sanitary sewer, and storm sewer trunk area fee financing program
- Investigated reduction of new home building permit fees (waive plan review and building permit fee) for new residential lots
- Small Cities Development Program Pre-Application submitted for comprehensive grant including commercial and owner occupied residential rehabilitation
- Scott County CDA Economic Development Incentive Program application – technical assistance to study incentive programs to encourage development of buildable residential lots
- Conditional use permit and site plan review for Casey’s General Store and Dollar General
- Subdivision approval Jane Properties Subdivision
- Construction of northern sanitary interceptor sewer
- HRA revitalization and energy efficiency program for low/moderate income residents, two projects funded
- Participated in Destination Belle Plaine 2040 (Comprehensive Plan Update) process
- Local jobs portal www.belleplainemnjobs.com continued
- Reviewed and re-authorized HRA programs: residential rehabilitation/energy efficiency program and a down payment assistance program for income qualified persons
- Investigated opportunities to market portions of Valley Business Park Third Addition

Goals for 2020

Potential goals for 2020:

- Pursue comprehensive Small Cities Development Program grant for commercial and owner occupied residential rehabilitation
- Pursue programs to incent and advocate for creation of buildable residential lots
- Become informed about fair housing requirements and develop a fair housing policy
- Consider requests for tax increment financing and/or abatement to support redevelopment
- Review HRA programs
- Support/encourage development of new dwelling units as a means of increasing retail/service demand
- Other goals – does the EDA want to convene specific stakeholders for discussion – e.g. large employers re: growing BP? Outreach to local and regional builders re: growing BP?



MEMORANDUM

DATE: December 9, 2019
TO: EDA President Krant, EDA Board Members, and Administrator Meyer
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 5.2 Fair Housing Policy

REQUEST: Introduction to Fair Housing Policy

GENERAL INFORMATION

All cities have legal obligations to further fairness in housing. The Federal Fair Housing Act, the Minnesota Human Rights Act, the Americans with Disabilities Act, the Religious Land Use and Institutionalized Persons Act, and court decisions prescribe specific actions cities must observe to make housing is available to all types of persons without discrimination.

The Metropolitan Council will be requiring all cities participating in the Livable Communities Act (pathway for access to housing programs/funds) to have adopted fair housing policies. The City of Belle Plaine participates in the LCA. The policy is also required to access federal Community Development Block Grant funds, including those available through the Small Cities Development Grant Program. As such, the policy establishment is suggested in the near term. The EDA, exercising HRA powers, is typically the starting point for discussion.

Fair housing policies can be as simple or complex as desired. City Attorney Bob Vose will be attending the January meeting to provide:

1. A review at the 30,000 ft level of legal obligations under Fair Housing Act, Civic Rights Act, ADA, RLUIPA and applicable case law
2. Real life examples of how those legal obligations show up locally in land use decisions (Belle Court Apartments, treatment facilities), access to information (website/printed info), city code, enforcement
3. Provide key takeaways

Shakopee enacted a fair housing policy earlier this year. A copy is included for your information.

ACTION

This item is for information only.

City of Shakopee Fair Housing Policy

1. Purpose and Vision

Title VIII of the Civil Rights Act (Fair Housing Act) establishes federal policy for providing fair housing throughout the United States. The intent of Title VIII is to assure equal housing opportunities for all citizens. Further, the City of Shakopee, as a recipient of federal community development funds under Title I of the Housing and Community Development Act of 1974, is obligated to certify that it will affirmatively further fair housing within the City's municipal boundary.

The City of Shakopee is committed to meeting this obligation and has created this Policy to further that goal.

2. Fair Housing Policy Statement

It is the policy and commitment of the City of Shakopee to ensure that fair and equal housing opportunities are granted and available to all persons in all housing opportunities and development activities funded in full or in part by the City regardless of race, color, religion, gender, sexual orientation, marital status, status with regard to public assistance, familial status, national origin or disability. This will be done through external policies that provide meaningful access to all constituents including fair housing informational and referral services; and through internal practices and procedures which affirmatively further fair housing throughout Shakopee.

3. External Practices

a. Intake and Referral

The City of Shakopee has designated the City Administrator or designee as the responsible authority for the intake and referral of all fair housing complaints from city residents. At a minimum the City Administrator or designee will be trained in state and federal fair housing laws, the complaint process for filing discrimination complaints, and the state and federal agencies that handle such complaints. The date, time, and nature of the fair housing complaint and the referrals and information given by the city will be fully documented and archived for record keeping purposes. Additionally, the City Administrator or designee will monitor city activities, policies, resolutions and ordinances which could have an



effect on fair housing and raise issues and concerns to the City Council where appropriate or necessary.

b. Meaningful Access

- i. **Online Information:** The City of Shakopee will display information about fair housing and its designated fair housing administrator prominently displayed on its website. The website will have links to various fair housing resources, including the Department of Housing and Urban Development, Minnesota Department of Human Rights, Mid-Minnesota Legal Aid, Southern Minnesota Regional Legal Services, and others as well as links to state and federal fair housing complaint forms. In addition, the City will post the following document on its website:
 - Americans with Disabilities Act Pedestrian Facilities Transition Policy
 - The State of Minnesota's Olmstead Plan

c. In-Person Information. The City of Shakopee will provide in-person fair housing information including:

- i. A list of fair housing enforcement agencies
- ii. A FAQ of Fair Housing Law
- iii. Fair Housing Complaint Forms

d. Languages. The City of Shakopee is committed to providing information to all residents of the city, regardless of language. Therefore, the City of Shakopee will strive to provide information covering this Policy and others listed above in the most frequently spoken languages other than English spoken in the community.

4. Internal Practices

The City of Shakopee commits to the following steps to promote awareness and competency regarding fair housing issues in all of its government functions.

- a. **Staff and Officials Training.** The City will regularly train its staff and officials on fair housing considerations, including working with people with disabilities and limited English proficiency constituents.
- b. **Housing Analysis.** The City will review its housing inventory periodically to examine the affordability of both rental and owner-occupied housing to inform future City actions in regard to housing affordability issues.



- c. Code Analysis.** The City will review its municipal code periodically, with specific focus on ordinances related to zoning, building and occupancy standards, to identify any potential for disparate impact or disparate treatment.
- d. Project Planning and Analysis.** City planning functions and development review will consider housing issues, including whether potential projects may perpetuate segregation or lead to displacement of protected classes.
- e. Community Engagement.** The City commits to ongoing community engagement efforts including seeking input from underrepresented populations in the community. The City commits to having robust conversations with the community regarding potential housing projects, zoning or land use changes, and any other land use planning decisions.

Affirmatively Furthering Fair Housing. As a recipient of federal funds, the City agrees to participate in the Regional Analysis of Impediments, as organized by the regional Fair Housing Implementation Council (FHIC), an ad-hoc coalition of Community Development Block Grant (CDBG) entitlement jurisdictions and others working together to affirmatively further fair housing issues nationwide. The City will review and consider integrating the recommendations and action plan into city planning documents, including the Comprehensive Plan and any other applicable documents.



MEMORANDUM

DATE: December 9, 2019
TO: President Krant, Members of the EDA, and Administrator Meyer
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 6.2 Director's Report

Design Committee

The Design Committee did not meet in December due to no business items for agenda.

Planning Commission

The PC will meet at 6:30 p.m. on December 9th. Agenda items include:

- Public hearing to consider setback variance requests for property in the 300 Block of Meridian Street North
- Discussion Ordinance 19-11 amending performance standards in the R-7 Mixed Housing District to accommodate additional density
- 2019 PC report to City Council
- Work session regarding places of assembly in the B-3 Central Business District

Other

- Zoning information to two businesses.
- HRA revitalization/energy efficiency loan to one resident.
- Verification of property listings with CoStar.
- EDI grant acceptance.
- Attend Chamber meeting.
- Attend EDA/Chamber Gala planning meetings.
- Chamber coffee networking attendance.
- Spoke at Rotary meeting.
- Met with Scott County Planning Manager, Zoning Administrator, and Senior Planner regarding density controls and zoning in the urban reserve area.
- Met with Scott County Public Health regarding code enforcement issue.
- Belle Plaine OAA Joint Board meeting December 4, 2019.
- Coordinate post-approval process – Belle Court Apartments.
- Code compliance issues processed.