

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
JANUARY 13, 2020**

**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 5:02 PM on Monday, January 13, 2020 at City Hall, 218 North Meridian Street, Belle Plaine, MN. President Krant called the meeting to order with Commissioners Cary Coop, Chris Meyer, Dick Coleman, Lisa Fahey, Crystal Doyle, and Ashton Pankonin present.

Also present was Community Development Director Smith Strack and City Attorney Bob Vose.

**2. APPROVAL OF AGENDA.**

MOTION by Commissioner Coleman, 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 December 9, 2019.**

MOTION by Commissioner Pankonin, second by Commissioner Fahey, to approve the regular session minutes of December 9, 2019. ALL VOTED AYE. MOTION CARRIED.

**4. TREASURERS REPORT. 4.1. Approval of Bills.**

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

**5. BUSINESS.**

**5.1. Discussion: Incentive Programs Encouraging New Buildable Lots.**

Community Development Director Smith Strack explained City Attorney Vose will be attending the meeting. Smith Strack noted the information provided for the packet on the incentive programs to encourage new buildable lots. Smith Strack noted discussion with area builders citing not much development planned for 2020. Smith Strack explained a concept plan from Gary Crosby is being drafted. Smith Strack noted surrounding City's having the same difficulty and noted a few cities who have turned to purchasing land to develop into buildable lots. Smith Strack explained discussion with Julie Eddington of Kennedy and Graven on trunk area fees and financing a portion of the fee. Smith Strack noted this practice would be acceptable if the full fee is charged. Smith Strack noted the platting process currently calls for all final plats are signed and recorded after all fees are paid and the developer's agreement signed. Smith Strack explained if financing would be allowed an assessment agreement would also be signed for recourse in the event of non-payment the City has the ability to assess to the fees. Smith Strack noted the potential to reduce part of building permit review fees by waiving of them. The waived fees would be budgeted expenses with a program cap at \$10,000.00 which was budgeted for 2020. Smith Strack also highlighted a previous incentive which was a down payment assistance program noting if reinstated the program would refund \$2,000.00 after the building of a home.

Commissioner Meyer inquired if these programs would be available to any income level. Community Development Director Smith Strack confirmed and noted the programs will be tied to new lots only. City Attorney Vose explained distinguishing a program tied to new lots would not be discriminatory. Vose also noted the City is at the forefront in innovative programing explaining he couldn't find a new program that the City wasn't already utilizing. Smith Strack noted the three programs for review as financing trunk area

fees; down-payment assistance (new lots only) and waiving of building permit plan review and building permit fee on housing on new lots.

Commissioner Pankonin inquired about feedback from area builders on these programs. Community Development Director Smith Strack explained response from builders is the trunk fee program could work and noting the down payment assistance and waiving of building fees would help. Smith Strack explained builders have suggested the need to make up \$10,000.00 per lot to help make projects viable. Smith Strack also noted the interest in different styles of housing and reworking of the density would make projects within the City more viable. Commissioner Coleman inquired if the incentive program would be for the builder or the developer. Smith Strack explained it would be for both. Commissioner Meyer suggested the committee look into a public/private partnership to aid some growth. City Attorney Vose confirmed the EDA could take on development with a private developer which has worked historically but noted public funds would be at risk. Meyer suggested a controlled partnership and being creative while managing the risk of public funds. Commissioner Coleman cited an article from an area newspaper where Jackson Township annexed 3,000 acres to the City in a similar project. Meyer noted the current price of homes are not affordable starter homes for younger families and noted a price decrease would help make Belle Plaine more attractive to the first time home builders. Commissioner Coop suggested if such a project would move forward, the City not put public at risk of funding assessment bonds.

It was the consensus to meet with area builders and developers to look at home sizes, lot sizes and numbers. Community Development Director Smith Strack will set up a time in February.

## **5.2. EDA Updates.**

Community Development Director Smith Strack reviewed the EDA updates which included the Small Cities Grant Approval, 2020 Chamber/EDA Gala, the EDA Annual report, Mixed housing district updates and the EDA/HRA fund balances.

## **6. ADMINISTRATIVE REPORTS.**

### **6.1. Commissioner Comments.**

Commissioner Meyer inquired if anyone had any questions as he is meeting with the County Administrator. Commissioner Pankonin inquired about County Road 8.

### **6.2. Director's Update.**

Community Development Director Smith Strack explained the directors update was included in the packet for review and requested any questions.

### **6.3. Upcoming Meetings.**

#### **1. Regular Session, 5:00 pm, Monday, February 10, 2020.**

Commissioners were reminded of upcoming meetings as listed.

## **7. ADJOURNMENT OF REGULAR SESSION.**

MOTION by Commissioner Fahey, second by Commissioner Meyer, to adjourn the meeting at 5:47 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich  
Recording Secretary

## **8. CONVENE WORK SESSION.**

The EDA convened their work session at 5:48 PM.

**8.1. Fair Housing Policy Background.**

The EDA received information on fair housing issues with real world examples.

**8.2. Adjourn work session.**

MOTION by Commissioner Coleman, second by Commissioner Pankonin, to adjourn the meeting at 6:13 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich  
Recording Secretary