

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
JUNE 10, 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 5:00 PM on Monday, June 10, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Commissioner Krant called the meeting to order with Commissioners Coop, Doyle, Fahey, Coleman and Meyer 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 Meyer, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of April 8, 2019.

MOTION by Commissioner Coleman, second by Commissioner Coop, to approve the Regular Session Minutes of April 8, 2019. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

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

5. BUSINESS.

5.1. Discussion Small Cities Development Grant Program.

Community Development Director Smith Strack explained the Department of Employment and Economic Development distributes CDBG funds through the Small Cities Development Program in the form of grants to cities to conduct qualifying activities. Smith Strack requested discussion to determine whether the Committee would like to hear more information from Chelsea Alger regarding the program after a brief slideshow.

Community Development Director Smith Strack provided a brief slideshow explaining the background of the Small Cities Development Program funding of housing, public infrastructure and commercial rehabilitation projects. Smith Strack noted the City was awarded a grant in the late 1990's for commercial and residential rental rehab. Smith Strack explained awarding of the present grant would be late winter to early spring 2020. Smith Strack explained the potential uses, qualifications, preferences and the process of the Small Cities Development Grant.

Commissioner Coleman inquired about conversion of structures use of funds. Coleman suggesting marketing would need to be done. Community Development Director Smith Strack confirmed program marketing would be needed. Commissioner Meyer inquired on the ideas for the use of the grant program. Smith Strack suggested commercial rehabilitation in the Downtown along with owner occupied residential rehabilitation. Coleman inquired if money would be used for one project. Smith Strack explained money could be used for multiple projects. Commissioner Coop inquired who would administer the program if moved forward. Smith Strack explained a conversation with Scott County CDA on potential administration. Smith Strack inquired on the boards preference for the grant program. It was the

consensuses of the board to use money for street scape, commercial and downtown uses. Smith Strack explained a meeting will be held in July for further review of the project with Chelsea Alger, the potential grant writer.

5.2. Discussion ROSE Program Signage.

Community Development Director explained the ROSE program guidelines were amended in 2016 to disallow signage as a grant-match eligible use of funds. Smith Strack explained the Design Committee is responsible for reviewing new permanent signs in the Downtown. Smith Strack noted the committee is concerned about decreasing quality of signage and would like to encourage signs like those envisioned in the 2016 Design Manual. Smith Strack explained the committee is requesting the EDA have discussion pertaining to the ROSE program and the potential to assist with signage specifically defined and illustrated in the Design Manual. Smith Strack requests discussion from the Committee for consideration on opening up the ROSE program guidelines under certain situations.

Commissioner Coleman inquired what an upgrade would contain. Community Development Director Smith Strack explained because the manual is policy and not code the use of illustrations used to show what is preferred may be helpful. Commissioner Fahey expressed interest in visiting some applications. Commissioner Meyer suggested incorporating better language into the design plan, giving clear direction on what would be approved. Commissioner Coop suggested businesses should have the financial means for signage noting if the program is expanded, the board should have veto power. Coop noted the board should not be financing undesirable signage. Commissioner Fahey recommended sending discussion of ROSE Program signage back to the Design Committee for further investigation and illustrations. Commissioner Meyer suggested finding the original fabric swatches and paint samples, which helped guide the original downtown guide. It was the consensus of the board to send discussion back to the Design Committee.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Krant inquired on a new business in the Downtown. Community Development Director Smith Strack had yet to be notified of an incoming business and will look into it. Commissioner Coleman inquired on the Mayor Meyer's meeting with the County Commissioner. Meyer explained further traffic study is being done before the Renaissance Festival can be relocated to Jordan. Meyer explained the County Board and City Council took a bus tour highlighting the current and future projects within the City. Coleman inquired on Jordan stoplights 169 project. Meyer explained the project seems to be moving forward noting the City of Jordan is aggressively moving development toward the Jordan Taproom. Meyer inquired on the Elk Street project. Smith Strack explained the contractor has suggested submission of financing paperwork within the next two weeks. Krant inquired on 169. Meyer explained three gravel pits are being dug along 169, two of which are within the orderly annexation. Meyer explained the Koll property has a 20-year pit with no acceleration lanes.

6.2. Director's Update.

Community Development Director Smith Strack highlighted the director's report.

6.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, Monday, July 8, 2019.

Commissioners were reminded of the upcoming meetings as listed.

7. ADJOURNMENT OF REGULAR SESSION.

Belle Plaine Economic Development Authority
Regular Session
June 10, 2019
APPROVED

Page 2 of 3

MOTION by Commissioner Coop, second by Commissioner Meyer, to adjourn the meeting as 5:59 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary