

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
SEPTEMBER 9, 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 5:01 PM on Monday, September 9, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Commissioner Krant called the meeting to order with Commissioner Fahey, Coleman, Pankonin, Coop and Meyer present.

Also present was Community Development Director Smith Strack and City Administrator Meyer.

**2. APPROVAL OF AGENDA.**

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

**3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of August 12, 2019.**

MOTION by Commissioner Meyer, second by Commissioner Coop, to Regular Session Minutes of August 12, 2019. ALL VOTED AYE. MOTION CARRIED.

**4. TREASURERS REPORT.**

**4.1. Approval of Bills.**

MOTION by Commissioner Fahey, second by Commissioner Pankonin, to approve the Treasurers report. ALL VOTED AYE. MOTION CARRIED.

**5. BUSINESS.**

**5.1. Resolution 19-04 Resolution Recommending the Adoption of a Development Program for Municipal Development District No. 3 and a Tax Increment Financing Plan for Tax Increment Financing District No. 3-1.**

Community Development Director Smith Strack explained Troy Schrom of Schrom Construction is the developer of Belle Court Apartments a 72 unit multiple family housing development. Smith Strack noted the EDA is to consider the development program and TIF plan and make a recommendation to the City Council pertaining thereto. Smith Strack presented a brief slideshow noting the proposed use, zoning, of the property, building, fire, accessibility or any other code, and individuals who may or may not live in the apartments, and a TIF contract were not to be addressed. What was to be addressed was a proposed development program and proposed TIF plan. Smith Strack explained the establishment of a development program is a statutory requirement for participating in any development using tax increment. The proposed development district included the entire City limits. Smith Strack explained the development program includes a map illustrating the area contained within the development district; general narrative of City's rational/purpose for creating district; not specific to a particular development or type of TIF district. Smith Strack explained the TIF plan includes: (1) the type of district being created in this case a housing district & statutory requirements of the district; (2) boundaries of the district i.e. where taxes are being 'captured', in this case Lot 7, Block 2 Oak Village; (3) a description of development i.e. two 36 unit apartments; 20% income qualified; (4) taxes currently paid in district; projected taxes generated post development; and, (5) potential impact on other taxing jurisdictions.

Commissioner Coleman inquired on a misprint on the map of the finance district. Community Development Director noted the change will be made. Mayor Meyer inquired if other projects can be done in this new district. Smith Strack confirmed as long as the district has active programs.

MOTION by Commissioner Coop, second by Commissioner Pankonin, to approve Resolution 19-04 Resolution Recommending the Adoption of a Development Program for Municipal Development District No. 3 and a Tax Increment Financing Plan for Tax Increment Financing District No. 3-1. ALL VOTED AYE. MOTION CARRIED.

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

Community Development Director Smith Strack explained Scott County Community Development Agency has \$350,000.00 in matching Economic Development Incentive grant dollars available for the 2020 cycle. Smith Strack noted applications are due November 1, 2019. Smith Strack explained the City has applied and received funds in the past. Smith Strack explained the two grant types as Corridor Readiness and Technical Assistance. Smith Strack explained the corridor readiness grants can be used for activities directly related to a development/redevelopment project to be developed as part of an overall development or redevelopment plan. Smith Strack noted the maximum per project grant is \$100,000.00. Corridor grants require a 33% local match. Smith Strack explained the Technical Assistance grant can be used for projects that enhance economic development activities with the goal of achieving new job creation in Scott County. Smith Strack noted eligible activities include: local or regional marketing programs; creation of local business subsidy/development incentive programs; completion of studies necessary to promote and enhance economic development opportunities; local business surveys; and local incubator /accelerator programs. Smith Strack noted the past grant funds received by the City/EDA.

Commissioner Meyer inquired if funds could be utilized for the proposed County Road 3 round-a-bout. Community Development Director Smith Strack confirmed funds could be used for studies or appraisals for acquisition but not cost of property acquisition or construction. Discussion commenced regarding what other kinds of projects would qualify. Coleman inquired as to whether or not grant funds could assist with SCDP revitalization grant projects, should the City be successful in securing a grant. Strack indicated the grant could not be used to pay for construction activities but could potentially help with administration. Pankonin inquired as to whether or not the grant program could assist with development of marketing materials highlighting traffic counts, residents, employment, etc. Strack confirmed a technical assistance grant could potentially assist. Meyer inquired as to whether or not a grant could support development of design and specifications for Downtown improvement project with streetscaping. Strack confirmed it was her understanding a grant could assist. It was the consensus of the Commission to move forward with investigation of a grant submittal related to Downtown improvements and/or CSAH 3 roundabout. Smith Strack explained further discussion will be held at the October 14 meeting, prior to submittal.

## **6. ADMINISTRATIVE REPORTS.**

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

Commissioner Pankonin inquired about directional signage and suggested a donation from the chamber to purchase. Commissioner Meyer explained the process for directional signage called wayfinding has been in the works and applications with the county are in the works. City Administrator Meyer commented the application was approved this afternoon.

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

Community Development Director Smith Strack highlighted the director's report. Smith Strack noted the two informational meetings for Wednesday, September 11 on the small cities grant funding.

Commissioner Meyer requested a status update on Jane Properties. Community Development Director Smith Strack explained the City has seen no movement on the project. Smith Strack noted the City has

approved the project and is waiting on the property owner to put the roadway in as part of the agreement between the City and the developer. Smith Strack noted her continued communication with both Dollar General and Casey's. Meyer inquired on Scott Schmidt's proposal. Smith Strack explained the building plans are in the review process.

**6.3. Upcoming Meetings.**

**1. Regular Session, 5:00 pm, Monday, October 14, 2019.**

Commissioners were reminded of upcoming meetings as listed.

**7. ADJOURNMENT OF REGULAR SESSION.**

MOTION by Commissioner Coop, second by Commissioner Pankonin, to adjourn the meeting at 5:26 PM.  
ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich  
Recording Secretary