

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
SEPTEMBER 14, 2020**

PLEDGE OF ALLEGIANCE.

Chair 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, September 14, 2020 at City Hall, 218 North Meridian Street, Belle Plaine, MN. President Krant called the meeting to order with Commissioners Coop, Meyer, Coleman and Pankonin present. Commissioners Doyle and Fahey were absent.

Also present was Community Development Director Smith Strack.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of July 13, 2020.

MOTION by Commissioner Coleman, second by Commissioner Pankonin, to approve the Regular Session Minutes of July 13, 2020. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

MOTION by Commissioner Meyer, second by Commissioner Coop, to approve the Treasurers Report. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1 Approve 2021 EDA/HRA Incentive Programs

5.1.1 Approve 2021 Home Buyer Assistance Program

5.1.2 Approved 2021 Residential Façade and Energy Efficiency Improvement Grant Program.

Community Development Director Smith Strack explained the City Council has approved the preliminary 2021 budget including programs as requested by the EDA. Smith Strack explained the preliminary budget includes \$20,000.00 for a down payment assistance program for purchasers of new homes constructed on lots platted in 2020. Smith Strack explained \$12,000 for residential rehabilitation and energy efficiency improvement grant programs is included in the preliminary budget noting funds may be used for projects not associated with our Small Cities Development Grant. Smith Strack explained \$9,000 for ROSE commercial façade improvement has again been included in the preliminary budget. Smith Strack explained included in the packet were program guidelines for the 2021 Down Payment Assistance Grant Program, 2021 Residential Rehabilitation and Energy Efficiency Improvement Grant Program and a ROSE loan summary of eligible uses and grant match requirements. Smith Strack closed by asking a review and action on agenda items 5.1.1. 2021 Down Payment Assistance Grant Program and 5.1.2. 2021 Residential Rehabilitation and Energy Efficiency Improvement Grant.

Commissioner Meyer inquired if no new lots are platted would no one be eligible for the Down Payment Assistance? Community Development Director Smith Strack confirmed and noted potentially new units will come on line this spring. Commissioner Coleman inquired if moneys unspent carry over for the next year. Smith Strack confirmed and added if all monies were awarded it would result of a budget

spenddown.

MOTION by Commissioner Meyer, second by Commissioner Pankonin, to approve the 2021 Down Payment Assistance Grant Program guidelines and recommend the City Council place into effect. ALL VOTED AYE. MOTION CARRIED.

Community Development Director explained the Residential Rehabilitation and Energy Efficiency Improvement program has been in effect for several years. Smith Strack explained \$12,000.00 allows for twelve \$1,000.00 grants used as part of the Small Cities Development Grant, which is income, qualified.

Commissioner Meyer inquired if the funds are available to anyone in town. Community Development Director Smith Strack confirmed and noted the grant is on a first come first serve. Commissioner Coleman inquired if advertisement about the grant will take place. Smith Strack confirmed advertising of the grant availability will occur. Meyer inquired if targeted marketing will occur for the Small Cities qualified residents. Smith Strack confirmed.

MOTION by Commissioner Meyer, second by Commissioner Coleman to approve the 2021 Residential Rehabilitation and Energy Efficiency Improvement Grant Program. ALL VOTED AYE. MOTION CARRIED.

5.2. EDA Updates.

Community Development Director Smith Strack explained the EDA information updates.

The Committee acknowledged the updates.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Meyer noted the closing of McDonald's and inquired if the City can aid in the process of filling the building. Community Development Director Smith Strack confirmed noting she will look into who is in charge of marketing the building.

Commissioner Pankonin inquired if the ROSE program should have been voted on. Community Development Director Smith Strack confirmed due to no changes the program will continue.

6.2. Director's Update.

Community Development Director Smith Strack explained her report is in the packet and called out the RFP's for a facilities study has been accepted and staff will be working with a company to review the future needs of the City.

6.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, Monday, October 12, 2020.

Commissioners were reminded of the next scheduled meeting.

7. ADJOURNMENT OF REGULAR SESSION.

MOTION by Commissioner Pankonin, second by Commissioner Meyer, to adjourn the meeting at 5:18 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,
Renee Eyrich
Recording Secretary