

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
APRIL 10, 2023**

PLEDGE OF ALLEGIANCE.

Chair Evans 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, April 10, 2023 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Chair Evans called the meeting to order with Commissioners Fahey, Duklet, and Woletz present. Commissioner Krant arrived at 5:03 PM. Commissioner Pankonin was not present.

Also present was Community Development Director Smith Strack.

2. APPROVAL OF AGENDA.

MOTION by Commissioner Woletz, 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 February 13, 2023.

MOTION by Commissioner Duklet, second by Commissioner Fahey, to approve the Regular Session Minutes of February 13, 2023. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

MOTION by Commissioner Fahey, second by Commissioner Duklet, to approve the treasurers report. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. ROSE Loan Requests: Pankonin Enterprises

Community Development Director Smith Strack explained applicant Pankonin Enterprises LLC is requesting a \$3,000.00 ROSE loan to assist with the placement of new awnings and the recovering of an existing awning. Smith Strack explained the applicant has two separate properties one at 104 Main Street East and one at 106 Main Street East. Smith Strack explained the commission could look at the project as a united project or look at the projects as two spate projects. Smith Strack requested review and direction noting the applicant does have other upgrade costs for the 104 buildings.

Commissioner Fahey inquired on the total amount of upgrades planned. Community Development Director explained the upgrades are totaled over \$40,000.00.

Clarification discussion regarding the placement of the awnings took place.

5.1.1. Resolution 23-02: Resolution Recommending Façade Loan 104 Main Street East – Pankonin Enterprises LLC.

MOTION by Commissioner Fahey, second by Commissioner Woletz, to approve Resolution 23-02: Resolution recommending Façade Loan 104 Main Street East – Pankonin Enterprises, LLC. ALL VOTED AYE. MOTION CARRIED.

5.1.2. Resolution 23-03: Resolution Recommending Façade Loan 106 Main Street East – Pankonin Enterprises LLC.

MOTION by Commissioner Woletz, second by Commissioner Duklet, to approve Resolution 23-03: Resolution Recommending Façade Loan 106 Main Street East – Pankonin Enterprises, LLC. ALL VOTED AYE. MOTION CARRIED.

5.2. Set First Review Deadline EDA Programs.

Community Development Director Smith Strack explained previously the EDA and City Council approved the formation of several revitalization programs structured with forgivable loan components. Smith Strack explained each program has a limited balance as indicated in the packet. Smith Strack explained the Commission is to establish a first round application deadline.

Discussion regarding the potential items for review and length of the Downtown Project was had.

MOTION by Commissioner Woletz, second by Commissioner Krant to set May 15th as the deadline and May 19th as the hard deadline for first round applications. ALL VOTED AYE. MOTION CARRIED.

5.3. City Industrial Park.

Community Development Director Smith Strack explained currently when leads seeking industrial property contact the City staff refers them to contacts where pure industrial type development may be suitable. Smith Strack explained the City /EDA have not stepped into develop and make industrial shovel ready lots available. Smith Strack explained other communities have made such efforts. Smith Strack explained discussion was held by Council and the City has interest in industrial parks and acknowledge return on investment is slow. Smith Strack noted at the February 6 Council voted 4-1 in favor to examine looking at a City owned park. Smith Strack explained at the March 20th Work Session Council asked the EDA to review the potential of a City owned industrial park. Smith Strack explained included in the packet is email exchanges from surrounding cities who have done this, market study from Maxfield noting a cost for the study of approximately \$10,000.00.

Discussion regarding moving forward with the review and costs was had.

MOTION by Commissioner Woletz, second by Commissioner Fahey, to move forward with a blended market study at a cost up to \$25,000.00. ALL VOTED AYE. MOTION CARRIED.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Evans inquired on Casey's building improvements. Community Development Director Smith Strack explained staff has not received a remodel application to date.

Commissioner Fahey noted Chamber Coffee from 8:00-9:00 AM for the following day at Merchant 29.

6.2. Director's Update.

Community Development Director noted the Director's Update was not included in the packet. Smith Strack explained the Dollar Tree building will come before Planning and Zoning in May and noted the Downtown Construction Project potential start date of May 1.

6.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, **Monday, May 8, 2023.**

The Commission was reminded of the upcoming meeting as listed.

7. ADJOURN.

MOTION by Commissioner Duklet, second by Commissioner Woletz, to adjourn the meeting at 5:49 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary