



BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
NOTICE OF REGULAR MEETING AND AGENDA
CITY HALL, 218 NORTH MERIDIAN STREET
PLEASE USE THE NORTH ENTRANCE

MONDAY, FEBRUARY 9, 2026
5:00 P.M.

PLEDGE OF ALLEGIANCE.

5:00
P.M.

1. CALL TO ORDER. 1.1. Roll Call.

2. APPROVAL OF AGENDA.

3. ELECTION OF OFFICERS.

4. APPROVAL OF MINUTES.

4.1. Regular Session Minutes of January 12, 2026.

5. TREASURERS REPORT.

5.1. Approval of Bills.

6. BUSINESS.

6.1. EDA Roles/Responsibilities.

6.2. EDA Goals.

7. ADMINISTRATIVE REPORTS.

7.1. Commissioner Comments.

7.2. Director's Update.

7.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, **Monday, March 9, 2026.**


8. ADJOURN.

There may be a quorum of the Belle Plaine City Council present at the meeting.



MEMORANDUM

Economic Development Authority

DATE:	February 9, 2026
FROM:	Cynthia Smith Strack, Community Development Director
AGENDA ITEM:	3.1. Election of Officers
BACKGROUND:	<p>Under the EDA enabling resolution, organization officers are elected at the first meeting following appointments. Expected process is to accept nominations and then close nomination and vote via motion.</p> <p>The current Vice President, EDA Member Evans, will solicit nominations for EDA President. Following election of the President, the newly elected (or reelected) President shall preside over the meeting.</p> <p>The following appointments are requested: President (last year Duklett) Vice President (last year Evans) Treasurer (last year Buck) Assistant Treasurer (last year Krant) Secretary (last year Eyrich)</p>
ACTION:	Election of officers for 2026
SIGNATURE:	

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
JANUARY 12, 2026**

PLEDGE OF ALLEGIANCE.

President Duklet led those present in the Pledge of Allegiance.

OATH OF OFFICE.

Commissioner Brady Hartmann took the Oath of Office for the Economic Development Authority.

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Economic Development Authority met in Regular Session at 5:00 PM on Monday, January 12, 2026 at City Hall, 218 north Meridian Street, Belle Plaine, MN. President Duklet called the meeting to order with Commissioners Krant, Evans, Buck, Cox and Hartmann present. Commissioner Fahey arrived at 5:01 PM.

Also present was Community Development Director Smith Strack.

2. APPROVAL OF AGENDA.

MOTION by Commissioner Evans, second by Commissioner Cox, to approve the Agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of December 8, 2025.

MOTION by Commissioner Fahey, second by Commissioner Buck, to approve the Regular Session Minutes of December 8, 2025. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Approval of Bills.

MOTION by Commissioner Evans, second by Commissioner Fahey, to approve the Treasurers Report. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. 2026 EDA Annual Report to City Council

Community Development Director Smith Strack reviewed the Annual Report with the Commission. After the presentation Smith Strack requested the Commission give input on goals.

The Commission held discussion.

MOTION by Commissioner Buck, second by Commissioner Hartmann, to accept the Annual Report and Authorize Submittal to Council. ALL VOTED AYE. MOTION CARRIED.

5.2. Resolution 26-01 Approving HRA Residential Rehabilitation and Energy Efficiency Improvement Grant Policy Update

Community Development Director Smith Strack reviewed the updated policy for HRA Residential Rehabilitation and Energy Efficiency Improvements Grant.

MOTION by Commissioner Evans, second by Commissioner Cox, to approve Resolution 26-01 Approving HRA Residential Rehabilitation and Energy Efficiency Improvement Grant Policy Update. ALL VOTED AYE. MOTION CARRIED.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Krant inquired if the City has a business exit form for when businesses leave. Community Development Director Smith Strack confirmed she personally places phone calls. Commissioner Buck inquired if there is a trend. Smith Strack explained taxes, sometimes business is done and sometimes its adjacent property owners.

6.2. Director's Update.

Community Development Director Smith Strack explained highlighted the Directors Update.

6.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, **Monday, February 9, 2026.**

The Commission was reminded of the upcoming meeting as listed.

7. ADJOURN.

MOTION by Commissioner Evans, second by Commissioner Cox, to adjourn the meeting at 5:45 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary



MEMORANDUM

Economic Development Authority

DATE:	February 9, 2026
FROM:	Cynthia Smith Strack, Community Development Director
AGENDA ITEM:	5.1. Approve Payment of Claims
BACKGROUND:	The EDA approves accounts payable for the EDA Fund (801) and the HRA Fund (802). Below, please find claims from January 2026 for your consideration.
ACTION:	For approval via MOTION
SIGNATURE:	<i>Cynthia Smith Strack</i>

FUND	DESCRIPTION	VENDOR	AMOUNT
801460500108000	4-2025 EDA: 2025 QTR 4 PER DIEM	BUCK, ASHLEY	\$ 150.00
801460500108000	4-2025 EDA: 2025 WTR 4 PER DIEM	COX, STEVEN	\$ 100.00
801460500108000	4-2025 EDA EDA: 2025 QTR 4 PER DIEM	DUKLET, SARAH	\$ 100.00
801460500108000	4-2025 EDA EDA: 2025 QTR 4 PER DIEM	FAHEY, PATRICK	\$ 100.00
801460500108000	4-2025 EDA EDA: 2025 QTR 4 PER DIEM	KRANT, RICK	\$ 150.00
801460500575000	11026009 EDA: COMPUTER MAINTENANCE	PC2 SOLUTIONS	\$ 283.52
801460500131000	BC321 EDA: BENEFITS CONNECT	INTEGRITY EMPLOYEE BENEFIT	\$ 10.30
801460500202000	EDA: 1/26 COPIER LEASE	METRO SALES INC	\$ 107.00
801460500207000	EDA: TRAINING	ELAN FINANCIAL SERVICES	\$ 26.98
801460500207000	EDA: EDUCATION	ELAN FINANCIAL SERVICES	\$ 225.00
801460500321000	116430 EDA: 1/26 PHONE	CADY BUSINESS TECHNOLOGIES	\$ 31.94
801460500322000	012926 EDA: GALA INVITE POSTAGE	US POSTAL SERVICE	\$ 84.84
801460500575000	360393 EDA: 2026 WEBSITE HOSTING	CIVICPLUS, LLC	\$ 1,133.60
TOTAL			\$ 2,503.18



MEMORANDUM

Economic Development Authority

DATE:	February 9, 2026
FROM:	Cynthia Smith Strack, Community Development Director
AGENDA ITEM:	EDA Roles/Responsibilities
BACKGROUND:	In an effort to help everyone start the year from the same point we will review roles/responsibilities
ACTION:	For information only
SIGNATURE:	<i>Cynthia Smith Strack</i>

BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY

WELCOME, EDA BOARD MEMBERS!



What the EDA Does

The EDA supports economic development in Belle Plaine. The seven-member board includes two City Council representatives.

- Attend meetings prepared and participate respectfully.



Your Role as as EDA Member

- Follow all City policies, including those on open meetings, conflicts of interest, social media and data privacy.
- Represent the City professionally and help maintain a positive environment for residents and businesses.



Collaborate

and make fair, impartial decisions.



What Economic Development Means

Creating wealth in Belle Plaine through:

- More housing
- More jobs
- New or expanded businesses
- Increased demand for local services

Projects must make financial sense, and collaboration across communities is essential.

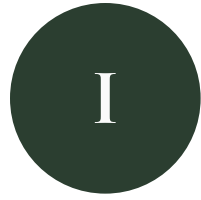


Key Tools and Resources

- Comprehensive Plan
- Financial Tools; TIF, Tax Abatement, Revolving loan funds, ROSE loans
- State & Federal Programs

How the EDA Supports Growth

- Remove barriers to development (“set the table”)
- Work with businesses and partners creating wealth
- Support redevelopment and infill projects
- Grow connections, share info



BPEDA

Roles

Responsibilities



Thank you for serving on the Belle Plaine EDA

- The EDA administers the City's economic and redevelopment plan and programs
- The City Council retains oversight of financing tools, development plan approval, and major policy decisions
- Seven-member board including two City Council Representatives
- Non-Council members serve six-year terms
- Officers elected annually
- Meetings follow Robert's Rules Of Order



Thank You

Service Expectations



Value & Representation

Your insight and service are valued

You represent the City and are expected to uphold statutory and ethical standards



Compliance Regulations & Order

Government procedures apply to you individually & as a board including data practices, open meeting, conflict of interest, & maintaining respectful workplace



Professional & Prepared

Review meeting packets & attend meetings consistently

Contribute professionally & respectfully

Support a positive image & practice fair, impartial judgment



What Is Economic Development?

✓ Economic development is

The creation of wealth within the Belle Plaine

Wealth grows when:

- Local people and businesses earn more
- New money comes into town from outside investors

✓ What it looks like

- More housing (“rooftops”)
- Job growth
- Business expansion and new construction
- Increased demand for retail and services from residents, visitors, and travelers

✓ Good to know

- Projects must be financially viable - no cash flow, no go
- Economic development crosses political boundaries; collaboration matters
- The EDA also exercises HRA powers





EDA's Role in Economic Development

- ✓ Remove impediments and “set the table” for growth
- ✓ Support those creating wealth, both inside and outside the city
- ✓ Recognize housing as a foundational economic development element
- ✓ Promote redevelopment and infill
- ✓ Build capacity for information exchange, ideas grow when more people hear them
- ✓ Expect more “strikeouts” than “home runs”; persistence matters



"We will do everything we can to help you do your best work."

Staff Commitment



Tools of the Trade

Local Framework

- Destination 2040 Comprehensive Plan
- Business subsidy policy

Local Programs

- Tax abatement
- Tax increment financing (TIF)
- Revolving loan funds
- Special programs
- Façade (ROSE) forgivable loan
- HRA facade, energy efficiency grant
- Technical assistance

County & State Resources

- Scott County CDA
- Mn Department of Employment & Economic Development





Core Functions

Organizational Development

Meeting preparation, budget development, goal setting, policy recommendations

Market Development

Media presence, marketing materials, participation in local and regional events

Infrastructure Development

“Setting the table” with program and infrastructure (streets, land, pipe in ground) capacity

Business Development

Efforts to retain & attract business

Open Meeting Law

- Training from League of Mn Cities available upon request
- When a public body meets it must:
 - Provide advance notice
 - Allow public to attend
- Avoid secret meetings
- Protect public's rights
 - To be informed
 - To detect improper influence
 - To present views
- Assume openness in all activities



Data Practices Act

- Presentation from League of Mn Cities available upon request
- Assumes data is public unless otherwise classified
- Regulates how data is collected, created, stored, maintained, and shared
- Applies to all advisory boards, EDA, PZC, Design Committee, etc.
- Covers all data regardless of format or storage method



Conflict of Interest

- “Conflict” can be nuanced, use the “newspaper headline test”
- **Avoid direct financial benefit**
- No gifts: money, property (real or personal), services, loans, forgiven debts, promise of employment, etc
- **Applies to all advisory boards, PZC, EDA, Design Committee, etc**
- Recuse yourself when appropriate (ROSE loan, planning request)
- **LMC packet on conflict of interest information available on request**





Helpful Tips

Communication

Set clear goals that everyone knows

Identify whose input is missing and reach out

Give and receive healthy feedback

Understand Process

Learn how the City makes decisions

Understand tools like tax abatement and TIF before a project arrives

Commit to Improving

Innovate and adapt

Reflect, adjust, and plan for the future



Questions or Comments?

We're here to support your success as an EDA
Board Member





MEMORANDUM

Economic Development Authority

DATE:	February 9, 2026
FROM:	Cynthia Smith Strack, Community Development Director
AGENDA ITEM:	2026 EDA Goals First Impression
REVIEW:	<p><u>At Issue: First Impression</u> Belle Plaine is sometimes viewed as having higher taxes, having complicated rules, or being anti-business. Those concerns may be valid and come from real experiences. If those labels take hold, the image can spread quickly and can be hard to shake. Acknowledging/understanding the issue and pairing improvements with clear, steady communication, consistent actions, and positive stories can help shift the conversation and highlight our true value.</p> <p>The goal isn't to deny or minimize concerns but to collaborate with the Council and community to show we are committed to being a modern, responsive, and supportive partner for businesses. This can begin with our 2026 goal to have public conversations about what a business friendly environment means here in Belle Plaine and to develop a positive communications plan.</p> <p><u>Why It Matters: Negative Can Be Sticky</u> Negative stories tend to travel faster than positive ones, especially in business circles, creating a first impression problem. A single frustrated developer can influence: brokers, lenders, contractors, and other business owners. Even as processes are improved and regulations modernized, the old narrative may linger for years putting Belle Plaine at a competitive disadvantage. Businesses compare cities the same way consumers compare products. If a neighboring community is perceived as cheaper, faster, and easier to work with, then the city with the "high tax, high regulation" label loses out, even if the differences are small or misunderstood.</p> <p>These perceptions can also overshadow the city's real strengths. Things like a skilled workforce, resilient businesses, strong infrastructure, good quality of life, strategic location, abundant land, and a solid customer base. When the focus stays on the idea that the city is "too difficult," businesses may hesitate to invest or expand, and small issues can get blown out of proportion. If the narrative isn't addressed even small issues become 'proof' of the narrative and neutral or positive actions get interpreted negatively.</p> <p>All of it makes our job more difficult because economic development relies on trust, predictability, partnership and a sense of momentum. A negative business climate reputation undermines all four of those things forcing us to spend time defending the city instead of promoting it.</p> <p>Once the narrative takes hold politicization makes it even harder to correct the record with facts. The real nightmare is if perception outpaces reality. Even if regulations are streamlined, customer service improved, permitting modernized, taxes stabilized, business growth supported, the perception may not change for years. Narratives can be sticky and outlive the conditions that created them.</p> <p><u>Next Steps:</u></p> <ol style="list-style-type: none">1. Do we want to take the lead in having public conversations about what a business friendly environment means here in Belle Plaine ourselves or get some help?2. Do we want to try to create a simple communications plan or get some help?

3. How does the EDA want to liaise with Council? Chamber? Other stakeholders?

At Issue: Economic Landscape & Positioning

Understanding our economic landscape and the developers who shape it is essential because it directly affects growth, stability, and the city's long-term wellbeing. A strong understanding of the local landscape and developers who shape it helps leaders make better decisions, attract the right partners, and protect the city's identity while pursuing sustainable development.

Furthering knowledge of the economic landscape and positioning within that landscape can begin with our 2026 goals to: learn more about our market position, by meeting with a data expert, and by hosting commercial brokers and developers.

Why It Matters: Clearer Decision-Making for the EDA

We are an independent small town in a metropolitan area. We are not Minneapolis, Bloomington, Richfield, Edina, Eden Prairie, Shakopee, Jordan, Green Isle, or Le Sueur. Knowing our economic strengths, weaknesses, and trends will help us choose strategies that fit our reality. Rural economies vary widely with some growing quickly, others shrinking, and each one facing different pressures like workforce mismatches, housing needs, growth challenges (too much, too little, many highs/lows, too unpredictable), etc.

Just as cities aren't all the same, so it is with developers i.e. investors in the city. Some focus on long-term community benefit, others prioritize short term profit. Most often communities seek to position themselves as a leading destination for developer talent. Understanding who developers are, what they build, and how they operate helps towns negotiate from a position of strength and ensure projects align with local goals.

Traditional rural economic development has relied heavily on recruiting big employers with incentives. That approach is being broadened toward supporting local business incentives, improving quality of life and building civic collaboration. Knowing our local economic base will help us invest in local entrepreneurship and place-based strategies. Understanding what is driving our economy and embracing our assets e.g. location, workforce, infrastructure, and quality of life can help us tell a stronger story to investors and businesses.

Next Steps:

1. Do we want to take the lead in understanding our market and engaging developers?
2. If so, to what extent?
 - a. Attract & earn the attention of top developers?
 - b. Stand out as preferred choice for developers?
 - c. Creating an environment where developers actively choose us?
 - d. Positioning ourselves as a leading destination for developer talent?
 - e. Offering compelling opportunities and value?
3. Do you want to tackle ourselves or get some help?
4. How does the EDA want to liaise with Council? Chamber? Other stakeholders?

SIGNATURE:



2026 GOALS

Support

Businesses with ROSE loans and programs the EDA administers

Develop

Positive communications plan, implement it throughout 2026

Study

Retail & industrial positioning and/or contract for marketing plan

Host

Speaker or data expert to help us understand rural centers in metros

Consider

Tailoring program to businesses with 50-100 FTE employees, based on expansion

Host

Commercial brokers & developers re: how to resonate with developers

Consider

Requests for TIF & abatement assistance - housing & (re) development


Talk About

What a business friendly environment means here in Belle Plaine



MEMORANDUM

Economic Development Authority

DATE:	February 9, 2026
FROM:	Cynthia Smith Strack, Community Development Director
AGENDA ITEM:	7.2. Director's Update
REPORT:	<p>Design Committee The Design Committee did not meet in February.</p> <p>Planning Commission The Planning Commission will meet on February 9th.</p> <p>Other</p> <ul style="list-style-type: none">• 2050 Comprehensive Plan update• SCALE Tech Team meeting• Leading Economic Transformation (LET) Program• Presented at Chamber annual retreat• Zoning information/assistance to three commercial entities• Business check ins with five businesses• Facilitate sale of city property• Code review (zoning) assistance for building/zoning permits• City communications• Survey research• Met Council research• New committee member orientation & orientation packets• Met with County re: HRA programs• Panel to review RFI Scott County Housing and Commercial/Industrial Studies• Compile information conduit bonding• 2026 Business Gala – Tuesday February 24th
SIGNATURE:	

CONDUIT BOND FINANCING

What it is, why cities use it, and how it works

WHAT ARE MUNICIPAL CONDUIT BONDS?

In Minnesota, cities and EDA/HRAs may issue tax exempt bonds to help finance privately owned projects that provide a public benefit



Affordable housing



Health care facilities



Education facilities



Industrial jobs

These bonds allow important community projects to move forward at a lower cost

WHY WOULD A CITY ISSUE CONDUIT BONDS?

Cities often want to support private or nonprofit projects that meet community needs. Conduit financing helps make these projects more affordable by lowering costs

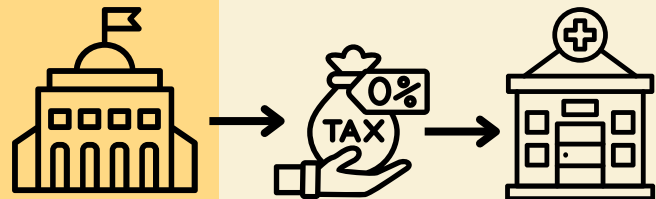


This tool allows cities to encourage investment in facilities that service residents without using city tax dollars

HOW CONDUIT FINANCING WORKS

- 1 A nonprofit or private developer identifies a qualifying project
- 2 The City or EDA/HRA issues tax exempt bonds on behalf of the project
- 3 A bank or other investor purchases the bonds
- 4 Bond proceeds are loaned to the developer/nonprofit
- 5 The borrower uses funds to build or refinance the project & pays back the loan

BENEFIT TO DEVELOPER OR NONPROFIT



Because the interest earned by bond investors is tax exempt, investors accept a lower interest rate.

This means the developer or nonprofit can borrow money more affordably than with traditional financing.

IMPACT TO CITY

- NO financial risk to the city
- NO repayment obligation & NO project cost paid by city
- NO impact on the city's credit rating
- City may receive a small administrative fee
- A project that benefits the public gets built

