

PLAN COMMISSION Minutes

July 19, 2023 Regular Meeting



The meeting was called to order by Chair Paine at 4:02 pm on July 19, 2023 in Government Center Room 270.

1 ROLL CALL

PRESENT: Jim Paine, Brent Fennessey, Lindsey Graskey, Garner Moffat, Anne Porter, Brian Finstad joined at 4:17

VIRTUAL:

ABSENT: Laura Gapske

CITY STAFF PRESENT: Director Serck, Tech Becken

OTHERS PRESENT: Shelly Nelson, Tracy Siers, Julie R Johnson, Linda Rind, Linda and Jay Kotera (online), Jenny Van Sickle (online)

2 APPROVAL OF MINUTES

2.1 Plan Commission Minutes from June 21, 2023

MOTION to approve June 21, 2023 Plan Commission minutes by Commissioner Fennessey, seconded by Commissioner Graskey, carried.

3 OLD BUSINESS

4 NEW BUSINESS

4.1 Superior & Home Landscape Grant Recommendations

Technician Becken explained the grant process with 350 applications and using the Plan Commission's direction for prioritizing (corner lots and corner lots on busy corridors). Becken shared the team of those who gave input on the applications including the landscaper and multiple City staff who work with housing and neighborhoods. Three of the applicants were present and available for questions and input. Commissioner Paine invited the commissioners to ask question and invited the applicants to speak if they had anything to share.

MOTION to approve all four applications by Commissioner Moffat, seconded by Commissioner Graskey.

Discussion included Councilor Van Sickle online asking how the applicants heard about the program. Johnson shared she saw it in the stormwater communication from the City. Koterass shared a friend let them know and thought they might be a good fit because they were on a busy corner lot. Tracy Siers shared he thought his wife heard from a gardening group. Tracy Siers asked what sort of naming or notice they might expect so the community might be able to recognize the change in the yards—like a sign. Commissioner Paine noted signs might be appropriate and that he was excited to see before and after photos.

Vote on the motion made by Commissioner Moffat and Graskey, carried.

4.2 Small Business Grant Update from Eddie's

Director Serck introduced Ben Anderson with Eddie's, a recipient of the Small Business Grant 2022. The commission had already amended the original development agreement providing ½ of the grant award with ½ of the projects completed and receipts submitted, extended the project time to allow until the end

of 2023 to finish any projects and gave Eddie's permission to swap out any remaining projects with something different, as they were facing unexpected water line issues.

Ben Anderson of Eddie's gave an update on Eddie's as they are approaching 1 year of ownership, noting many projects and priorities had changed over the year as they faced running a busy business in a building requiring upkeep and unexpected challenges. Ben noted he submitted projects and receipts that were not on the original grant and asked for forgiveness for not following the agreement and requested the second half of the grant to be paid out.

Technician Becken shared spreadsheets and lists of submitted receipts and Ben's reported projects. Commissioner Moffat asked for details on what sort of things had come up and if they were appropriate for the small business grant. Ben shared that the water line issues led to significant urgent issues and replacements of things like a cooler and bar needs.

Commissioner Porter asked about the original application and timeline. Eddie's applied before it was under new ownership and the sale was partly contingent on receiving the Small Business Grant—but it made for choosing projects and amounts that were estimates. Commissioner Porter suggested amending the application and amending the development agreement, if Eddie's can show that the projects that they have completed fit the criteria of the SBGP.

Director Serck encouraged discretion when moving forward, as allowing payout retroactively, without the project being vetted/approved by the Plan Commission is a named disqualifier in the development agreement, but noted the purpose of the grant is to be helpful to small businesses. Commissioner Paine asked staff to put together an amendment to the development agreement based on information Eddie's can provide on projects that would fit the Small Business Grant parameters to be available for review at the next Plan Commission meeting. He also asked Eddie's to put together an explanation letter and to fill out a clear application that reflects the updated projects. This cannot be treated like a new application, as it is within 3 years of the original, but can be a tool for the Commissioners to review the information in a clear fashion.

Commissioner Graskey asked how many small business grants had been awarded to restaurants/bars in the past. Technician Becken will have an answer at the next meeting but added that there were multiple in recent memory.

Commissioner Fennessey noted the success of the small business grant program is partly in that it is relatively simple and does not take copious amounts of staff time. For the future, he wants to continue to think about making sure that any changes stay respectful to how much time can be dedicated to the program.

5 RECURRING BUSINESS

6 ADJOURNMENT

Meeting adjourned at 4:37

Respectfully submitted by Stephanie Becken.