

**Lanesboro EDA Board Meeting
Regular Meeting Agenda
Thursday, January 4, 2024 at 10:30 a.m.
Lanesboro Community Center Meeting Room and Zoom**

Join Zoom Meeting: <https://us02web.zoom.us/j/84267954328>,
Dial by your location, +1 312 626 6799

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1. Call to Order/Roll Call

Members: ___Tom Pursell ___Linda Tacke ___Joe Goetzke
 ___Jason Resseman ___Michael Boho
Staff: ___Cathy Enerson ___Darla Taylor ___Mitchell Walbridge
Guests:

2. Approve the Agenda:

Motion _____ Second _____

3. Public Comments

4. Approval of the Consent Agenda:

- A. [Minutes of Regular EDA Meeting, December 7, 2023](#)
- B. [December Financial Reports](#)

Motion _____ Second _____

5. Department Reports:

- A. Council Reps/City Administrator/Planning and Zoning Report:
- B. Chamber - Report:
- C. School Board - Report:

6. Revolving Loan

- A. New Loan Request(s) - None at this time
- B. [Revolving Loan Fund Information Summary for Council](#)
- C. Concern or Collections:
 - [Ann Madland](#) - No longer in Business
 - [Zach Lind](#) - Lease with Brewery
 - [Joel Pfeffer](#) - Project completion Dec 31, 2023

7. Old Business

- A. Blandin: Expenses, Informational [Capstone Presentation](#), [Informational Notes from the Meeting](#), Pending Report
- B. Data Insights and Block Group
- C. [Planning Tools to assist Communities and Potential Developers - Board Summary](#)
- D. USDA Loan Application, city match \$26,000 total, [letter of support](#)

8. New Business

- A. [Grant Idea for Community Development](#)
- B. Develop a 2024 Work Plan based on Comp Plan and Strategic Plan Goals

9. Miscellaneous

- A. Next Meeting: February 1, 2024 at 10:30 a.m.

Adjourn Regular Meeting

**Lanesboro Economic Development Authority
Regular Meeting
Thursday, December 7, 2023
Council Chambers & Zoom**

Present Members: X Tom Pursell X Phil Dybing X Joe Goetzke
 X Jason Resseman X Michael Boho

Staff: X Cathy Enerson X Darla Taylor X Mitchell Walbridge

Guests: Bonita Underbakke, Allison Leathers, Mary Bell, Melissa Vander Plas, Sarah Peterson, Jonathan Levine

1. **Call to Order:** Member Dybing called to order the Regular Meeting of the Lanesboro Economic Development Authority at 10:30 a.m.
2. **Agenda:** Mayor Resseman motioned to approve the agenda as submitted. Member Pursell seconded the motion. City Administrator Walbridge requested EDA Application Review be added under new business. Member Resseman withdrew his original motion and made a new motion to include the addition. Member Pursell seconded the new motion. Motion carried with all in favor.
3. **Public Comments:** No comments were shared.
4. **Consent Agenda:** Member Resseman motioned to approve the consent agenda as submitted. Member Goetzke seconded the motion. Cathy Enerson, CEDA representative, explained the negative fund balance in the EDA's USDA revolving loan fund and that it would be positive again after additional loan payments are made in December. Motion carried with all in favor.
5. **Department Reports:**
 - a. **City Council/City Administration/Planning and Zoning:** Member Resseman shared that the city council approved rezoning property at 100 and 102 Rivers Edge Drive to Commercial Highway District to allow for resort-style commercial activities. Member Resseman also shared that the city council approved a residential side yard setback variance for construction of a carport at 607 Fillmore Avenue S.
City Administrator Walbridge stated that the 2024 budget and levy process has been completed and that the city's required match funds of \$12,000 were incorporated into the 2024 EDA budget. Administrator Walbridge also stated that utility rate increases were minimal for 2024 for water and sewer utilities.
 - b. **Chamber of Commerce:** Melissa Vander Plas, Chamber Director, reported that the chamber will have its annual meeting on January 23, 2024 at Cedar Valley Resort. Chamber leadership is working on its budget for 2024. Three board seats are available to fill for 2024. Chamber staff are also working on the visitor's guide and hope to have it sent to print in December so that it is available in January. Member Dybing inquired about the chamber of commerce website. Vander Plas informed the EDA that the QR codes do lead to the chamber website and that continual updates to the website will be made in 2024.
 - c. **School Board:** Sarah Peterson, Lanesboro School Board member, informed the EDA that the Hiawatha Valley Education District's joint powers agreement has allowed Hiwatha Education to purchase property that was formerly the Winona Mall. This area will serve as a central location for students with high level needs. The centralized location will provide financial stabilization to area school districts.

6. Revolving Loan Fund

- A. **New Loan Requests:** Cathy Enerson stated the Skelley loan process is complete and that the closing of the Hotel Lanesboro property took place on December 1, 2023.
- B. **EDA Loan Balances:** Member Dybing clarified the steps regarding the review of loan applications and that the funds originate from loan monies, not grants. Cathy Enerson will draft the loan process and vetting information so that it may be shared with city council members.
- C. **Concern or Collections:**
 - o Ann Madland – This loan is paid ahead currently, though monthly payments are not being submitted.
 - o Shanalee Knight – Loan is in collections with the city’s collections agency.
 - o Zach Lind – The business is still looking at relocating to a permanent location. When a new location is established, an amended loan agreement will need to be formulated. Member Dybing motioned to wait until the January 2024 meeting before taking any further action on this loan. Member Pursell seconded the motion. Members Resseman, Dybing, Pursell, and Boho voted to approve the motion. Member Goetzke abstained from voting.

7. Old Business

- A. **Blandin Expenses/Educational Opportunities:** Alison Leathers requested approval payment for additional Blandin Grant expenses, including:
 - o \$250.00 to Clara’s Eatery for food/beverages at the December 20 Capstone Presentation.
 - o \$145.00 to the Fillmore County Journal for the Capstone Event Advertisement
 - o \$500.00 to the Lanesboro Area Chamber of Commerce for uploading itineraries to the LACC website.
 - o \$500.00 to the Lanesboro Area Chamber of Commerce to co-sponsor a winter ad in Inspired Magazine.
 - o \$4,800.00 to Neuger to finalize the logo, create itineraries, Google SEM campaign, and design of 3 rack cards.
 - o \$1,169.83 to Alison Leathers for reimbursement for ordering rack cards, mugs, and canvas bags from Vista Print.
 - o \$1,000.00 to Alison Leathers for 25 hours of labor in coordinating the grant.
 - o \$1,500.00 to Tyler Anderson for photography and drone photography to use as stock images.

Member Goetzke motioned to approve the expenses totaling \$9,864.83. Member Resseman seconded the motion. Motion carried with all in favor.

- B. **University of Minnesota Tourism Report:** The final tourism report was delivered, though no response from the Board of Regents has been received. Once an invoice is received, the EDA Board would like to further discuss the invoiced amount.
- C. **Chamber Page Data Insights and Block Group:** Cathy will wait until February 2024 before obtaining this information.
- D. **USDA Loan Application:** Two additional letters of support have been received.

Member Dybing reported he mailed thank you letters to Dan Christianson of F&M Community Bank and Ken Graner of Merchant’s Bank for their 2023 donations to the EDA.

8. New Business

- A. **Community Grant Reporting & Itinerary Workshop:** The presentation will take place on December 20 in the city council meeting room from 8:30-10:30 a.m. as well as on via Zoom. The presentation will also be recorded. Itineraries will be circulated again to make sure as much input as possible is collected.

Draft 12/07/2023

B. Financial Assistance/Capital Stack Board Review: Cathy summarized financial lending tools may be available for a potential upcoming commercial development project in downtown Lanesboro. The proposed timeline is construction in 2024 with an opening in Spring 2025. Cathy also shared that the City of Plainview, in cooperation with Bolton & Menk, has created systematic checklists for developers to reference when planning for a development project.

C. EDA Application Review: Two applications submitted to fill the 2024 vacancy on the EDA Board. Applicants are Linda Tacke and Mary Bell. Member Resseman motioned to recommend to the city council that Linda Tacke be appointed to the EDA. Member Boho seconded the motion. Motion carried with all in favor.

Cathy noted that Mary Bell may be a candidate for the LEAN Committee.

Adjournment: Member Dybing adjourned the meeting at 11:23 a.m.

Next Meeting: Thursday, January 4 at 10:30 a.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk

EDA	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	% of Budget
E 250-46500-1001 Wages and Salaries	\$ 540.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 570.00	106%
CEBA Contract	\$ 14,479.00	\$ 3,619.75	\$ -	\$ 3,619.75	\$ -	\$ -	\$ 3,619.75	\$ -	\$ -	\$ 3,619.75	\$ -	\$ -	\$ 14,479.00	100%
E 250-46500-122 FTCA	\$ 94.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43.61	\$ 43.61	81%
E 250-46500-210 Operating Supplies	\$ 500.00	\$ 58.79	\$ 235.00	\$ -	\$ 163.75	\$ -	\$ 46.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 503.54	101%
Attorney Fees/Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Liability Tan Update (Up to \$150 per 01/05/2023)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Project Development Funds	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Subtotal	\$ 20,573.00	\$ 58.79	\$ 235.00	\$ 3,619.75	\$ 163.75	\$ -	\$ 3,665.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,596.15	76%
R 250-46500-31000 General Property Taxes	\$ 53.55	\$ -	\$ -	\$ -	\$ -	\$ 12,026.96	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 13,580.51	99%
F&M Bank Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	-
Merchants Bank Support	\$ 53.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53.55	59%
Subtotal	\$ 20,573.00	\$ -	\$ -	\$ -	\$ -	\$ 12,026.96	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 12,080.51	59%
Star Safe Grant														
Beginning Balance	\$ 10,000.00													
Expenses	\$ 9,540.92													
Remaining Balance	\$ 459.08													
Blairlin Leadership Boost Grant - Winter Tourism														
Beginning Balance	\$ 50,000.00													
Expenses	\$ 36,712.90													
Remaining Balance	\$ 13,287.10													
Fund 250 Cash Balance:														
2023 Beginning	\$ 49,022.36													
As of 12/27/23	\$ 34,076.61													

2022-0
2023-556712.90

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	% of Budget
Loan Fund 620 - Flexible	\$ 28,231.93	\$ 3,058.58	\$ 4,010.02	\$ 7,337.42	\$ 9,461.14	\$ 4,440.81	\$ 7,712.54	\$ 8,769.27	\$ 11,401.31	\$ 13,521.00	\$ 14,524.82	\$ 11,612.75	\$ 116,127.38	106%
Beginning Balance	\$ 7.65	\$ 4.17	\$ 4.99	\$ 5.03	\$ 6.38	\$ 7.84	\$ 6.76	\$ 7.50	\$ 7.82	\$ 8.88	\$ 8.65	\$ 8.65	\$ 8.65	100%
Interest	\$ -	\$ 947.27	\$ 4,637.52	\$ 2,118.69	\$ 1,013.00	\$ 3,265.89	\$ 1,049.97	\$ 2,624.48	\$ 3,426.97	\$ 984.94	\$ 1,462.71	\$ 1,414.63	\$ 14,114.63	101%
Loan Repayments	\$ 25,611.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,611.00	101%
Loans Encumbrances Disbursed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Loan Services Principal	\$ -	\$ -	\$ 1,205.05	\$ -	\$ 4,454.53	\$ -	\$ -	\$ 1,214.11	\$ -	\$ -	\$ -	\$ -	\$ 6,863.69	100%
Debt Service Interest	\$ -	\$ -	\$ 110.05	\$ -	\$ 1,585.26	\$ -	\$ -	\$ 106.99	\$ -	\$ -	\$ -	\$ -	\$ 1,692.30	100%
Current Balance	\$ 3,058.58	\$ 4,010.02	\$ 7,337.42	\$ 9,461.14	\$ 4,440.81	\$ 7,712.54	\$ 8,769.27	\$ 11,401.31	\$ 13,521.00	\$ 14,524.82	\$ 11,612.75	\$ 13,027.38	\$ 116,127.38	106%

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	% of Budget
Loan Fund 625 - USDA	\$ 13,597.24	\$ 31,447.24	\$ 32,203.00	\$ 33,478.30	\$ 19,647.90	\$ 20,848.55	\$ 22,144.14	\$ 23,543.41	\$ 24,899.91	\$ 26,433.30	\$ 27,652.09	\$ 409.56	\$ 276,527.38	106%
Beginning Balance	\$ 32,169.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,169.00	100%
USDA Funding	\$ -	\$ 855.76	\$ 1,175.30	\$ 1,169.60	\$ 1,200.65	\$ 1,338.59	\$ 1,355.27	\$ 1,356.50	\$ 1,373.39	\$ 1,318.79	\$ 1,830.35	\$ 797.66	\$ 13,597.24	100%
Loan Repayments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Loans Encumbrances Disbursed	\$ 14,319.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,319.00	100%
Debt Service Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Debt Service Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Current Balance	\$ 31,447.24	\$ 32,203.00	\$ 33,478.30	\$ 33,478.30	\$ 19,647.90	\$ 20,848.55	\$ 22,144.14	\$ 23,543.41	\$ 24,899.91	\$ 26,433.30	\$ 27,652.09	\$ 409.56	\$ 276,527.38	106%

EDA Loan Clients	Current
Midland	No- \$729.59 remaining balance
Palmer	Yes-\$21,720.37 Balance
Shipton	Yes-\$38,153.83 Balance
Beautiful Something	No, \$1,786.40 Loan Balance
Clara's	Yes-\$19643.70 Balance
Harvey	Yes-\$35,544.11 Balance
Pleffer	Yes \$68730.50
Lind	Yes- \$13,823.59 balance
Sticky	2/1/24 1st Payment

12-2023

Greetings Council Members,

Thank you for allowing the EDA Board to re-apply for USDA revolving loan funds via a grant match and city sponsored USDA grant application..

The EDA competitive grant request will once again be in the amount of \$99,900. The City and EDA will have a grant match of 26%, \$26,000 (\$12,000 from the 2024 levy, and \$14,000 from the EDA balance.) This is a second grant request and will not receive as many scoring points given it is not the first time Lanesboro is requesting funds. Our last grant match was in 2021 in the amount of \$34,000 for a grant of \$99,900 for competitive grant funds.

The following is a USDA scoring synopsis.

10 points for matching funds

25 points for requests under \$100,000.

Scoring Information Scoring Criteria: Leveraging - Applicant has evidence of commitment of funds from non federal sources for proposed project. If Rural Development portion of project funding is: 1. Less than 20 percent 30 points 2. 20 but less than 50 percent 20 points 3. 50 but less than 75 percent 10 points 4. 75 percent or more 0 points Rural Development funds divided by total project costs $\$ _ X 100 = \%$ which is Rural Developments portion of project funding

Scoring Criteria: Size of Grant Request 1. Less than \$100,000 25 points 2. \$100,000 to \$200,000 15 points 3. More than \$200,000 but not more than \$500,000 10 points

The following is the process used when the EDA is asked by an Applicant for Loan Funds?

When lending from the USDA fund, the board is required to follow the [following guidelines](#) which were adopted using the USDA revolving loan fund template..

In addition to following the RLF guidelines, and using the same application for all applicants, the board follows two general rules:

1. The board requires a 1:1 collateral position
2. The applicant needs to show a 1.15% debt to service ratio or above.

If the board votes to deviate from the guidelines, the board will need to list findings of fact, and treat all applicants with the same set of findings of fact.

- CEDA staff uses the [following CEDA loan analysis form](#) to educate the board about the loan client.
- CEDA staff works with the client's bank to obtain a **letter from the client's bank** for the EDA board's review stating credit has been checked, cash flow indicates all debt can be

services, and the personal financial statement was supplied to the bank to prove the project has both 1:1 collateral, and the 1.15% debt service ratio or above.

- Since hiring CEDA staff, loans are closed with the City Attorney.
- A lien is placed when applicable, (i.e. a lien/mortgage on a building, a lien/UCC filing on equipment, and sometimes both. In the case of a Contract for DEED the owner of the contract has to agree to repay the EDA loan.)
- There is almost always a development agreement signed, indicating the city will loan the funds and the client is required to do X, Y, Z.
- In all cases a promissory note and a loan guarantee are signed.
- As staff I recommend the EDA funds are wired or written out by the bank, or the client and the bank to be sure the funds are applied directly to the project.
- I find it helpful to have electronic and paper copies of the closing document to refer back to.

By no means does the Federal Government see the loan funds as forgivable grant funds. The repayments are critical to the economic vitality of a community when repaid and revolved onto the next applicant.

Recourse to those who do not repay is expected.

Loans made prior to the EDA receiving USDA funds are unrestricted funds, they do not have to follow the strict USDA guidelines.

To expand on securing collateral and recourse:

Prior to hiring CEDA staff and obtaining USDA funds, loans were smaller, and the use of a promissory note was standard collateral for repayment. Loans were turned over to the city collection service which keeps half of any monies collected.

CEDA staff works to avoid breach of contract and to find ways to make board approved smaller repayments, or development agreement amendments when possible..

Collecting the loan balance using the City Attorney fee of \$250/hr is another alternative. This method is dependent on the size of the loan balance,, and will likely be a necessary process for loans with liens or UCC agreements.

Currently two past loans are in breach of their loan agreement. One was turned over to the city collection service, the other is in breach because they closed, but is not yett behind in payments. The EDA is hopeful the application will make smaller repayments. The applicant has been invited to the January 4th EDA meeting to ask for an amendment.

Reporting to the USDA

- The USDA has asked for quarterly reports using the LINC system, the loan is closed and reporting complete
- Every 3 years the city sends in the city theft and dishonest binder
- Every 3 years the USDA would like a copy of the city bank statements showing the USDA loan balance
- The USDA may ask for a copy of the loans made and or rejected
- If the guidelines are amended, the City should send the USDA a copy of the adopted amendments
- The USDA may ask to visit with the City once every three years
- In 2023 all of the USDA funds were expended

I presented Revolving Loan Funds at a CEDA Annual Meeting, please take a look at the following presentation [here](#).

The EDA staff presented the following presentation to the USDA, Compeer Financial and SMIF to showcase the vitality of injecting gap financing into the local economy. [Lanesboro 2023 Federal Visit \(1\).pptx](#)

The EDA has boosted the local tax base through the use of revolving loans and hopes to continue to boost the local tax base.

Firm action for those applicants taking an approach that the loan is a grant is recommended.

In addition

The EDA has accessed loan funds to relend to local businesses from both MiEnergy, and from the unrestricted EDA funds. In total, since 2021, over \$225K has been injected into the local economy for succession or start up of local businesses, and one housing project..

The EDA is working with MiEnergy in an attempt to amend their policy to lend directly to the client and bypass a city repayment guarantee. MiEnergy, at our December meeting, appears to be open to the client obtaining an irrevocable letter of credit.

Please reach out to me with questions, concerns, and or new ideas.

Regards

Cathy Enerson
EDA Director

January 2024
Madland Update

From: Cathy Enerson <cathy.enerson@cedausa.com>

Sent: Wednesday, December 20, 2023 12:50:17 PM

To: Ann Madland <inspire@annmadland.com>

Subject: Request for your attendance January 4, 2024

Hello Ann,

I am checking in with you to see if you could plan to attend the January 4th, 10:30 am EDA meeting? The Loan Agreement with the City/EDA has been breached. To avoid action, I suggest you come to the EDA meeting to present an update, timeline, and perhaps if needed request an amendment to the current agreement.

I would like information from you next week for the EDA's board packet. Would you send me a couple notes based on what caused the breach and any proposed amendments. A friendly reminder, if you are busy on the 4th, you can attend the meeting online. The link to EDA meetings are on the city calendar. It is the EDA's goal to work with you, and also to protect the taxpayer levy for loans, so the funds can be loaned out to new entrepreneurs.

Ann, happy holidays, here's hoping you are making progress with any moving parts on your end. I look forward to hearing from you.

Regards, Cathy

On Thu, Dec 21, 2023 at 10:52 AM Ann Madland <inspire@annmadland.com> wrote:

I live in Colorado, my business is terminated & it was an LLC. I paid you more than I owed per month before I moved & should be paid for the year. I don't have extra money & since my business is no longer active there's not much else that I will do.

Ann Madland



Hi Ann,

I appreciate your explanation.

Where the default comes in is as stated, the business being closed is the default to the development agreement. Can you share with me your future intentions, do you plan to pay off your grant balance? If so, would you request an amendment to the development agreement? We will work with you. Perhaps state when you can begin repayments of the balance, and at what amount and time frame is feasible for you. I can present a modification to the amortization schedule, repayment amount, ect.If you want to proceed with an amendment merely send back your proposal next week.

My balance is:\$729.59

I can make payments beginning x?

In the amount of x?

I will be paid in full by x?

Example of \$20.66 payments for 3 years

I am not the decision maker, I will run past any ideas you have with the EDA board.

Cathy

Re: Request for information and your attendance - Save the date, January 4th

External

Inbox

Search for all messages with label Inbox

Remove label Inbox from this conversation



Zach Lind

to me

Hi Cathy,

I will be attending the January 4th meeting in person. We have good news on our quest to remain in Lanesboro.

Regarding the breach of our development agreement here are my notes:

We have been attempting to create a food business in Lanesboro since we opened Driftless Trading Post in 2021. We started our operation in Peterson, though our main audience and focus has always been Lanesboro tourism. In our attempt to add a location in Lanesboro we toured every available building and could not come up with a business plan that would work. Financially, we're not in a position to get into a \$400,000+ project. Largely we were looking for a contract for deed or long-term lease situation.

Then, out of the blue we were presented with a long-term lease option with the kitchen project at the brewery. We knew going into that project that our long-term future hinged on a permanent

kitchen being completed and leased to us. The kitchen construction was not in our control, we were just hopeful tenants. While the project was underway, we used the food truck to get the ball rolling. In our eyes, we had a fantastic summer. It went as well as we could have hoped for and we looked forward to the permanent kitchen being completed. Then, without warning we learned the project was canceled. There isn't anything we can do about it.

Our goal of building a food business in Lanesboro has not changed. Even though the brewery project didn't pan out, we have no regrets. It was so fun. We built a large staff that is incredibly excited to continue. We had our best year yet serving food and we proved our concept works in Lanesboro. We are eager to stay in town and plan to present an option to do so.

Our plan to stay in town long-term is to utilize the empty lot owned by Chris Goetzke. We have come to an agreement to move our food truck to his lot, and demobilize our food truck to make it a permanent establishment. Our timeline is to open May 1st.

Let me know if there is anything else you'd like to know!

Zach

For the EDA Board:

If permit approved and City Historic Review Approved

- Do not call the loan due and payable at this time
- Consider an amendment to the original Development Agreement
- Place a new timeline on completion
- Cost of document changes and any filing fees paid by Lind
- Amortization Schedule to remain unchanged
- Consider a lien on the physical property and or the food truck rather than currently on the equipment

1-3-2024

Joe Pfeffer called Cathy in regards to the conversion of the former church to apartments:

Joe will attend the EDA meeting and request an amendment to the Development Agreement

- Major cost and delay was adding a Sprinkler system and adding new larger exterior water line for the sprinkler system
- Joel indicated he is 95% finished with 6 units on the main, and will be ready for occupancy on the main in the Spring.
- The lower 4 units are not as far along.
- Joel is current on repayments

Recommend amending the development agreement

- Main floor 6 units open by June 15, 2024
- Lower level completed by Sept 30, 2024
- Cost of attorney to amend and any recording fees of the agreement paid by Joel.

January 2024
Pfeffer Project Update

On Wed, Dec 20, 2023 at 1:29 PM Cathy Enerson <cathy.enerson@cedausa.com> wrote:

Hello Joel,

I am checking in with you to see if you could plan to attend the January 4th, 10:30 am EDA meeting? The Development Agreement with the City/EDA requires your apartment project at the former church be finished by Dec 31, 2023. Based on our previous call I believe it is not likely you are renting out an apartment by January 1st. If that is the case, you would want to come to the meeting to explain the delay, and ask for an amendment to the development agreement.

If the project is complete by the end of the month, disregard my request.

If there is a delay, I would require information next week for the EDA board packet. Would you send me a couple notes based on what caused project delays, and what you propose as a new timeline, thank you. A friendly reminder, if you are busy on the 4th, you can attend the meeting online. The link to EDA meetings are on the city calendar.

Joel, it is a goal of the EDA to work with you and produce a successful project. If there is no income coming in, perhaps you need a payment deferment? I am not sure what that would look like since the City's lender is MiEnergy. Perhaps you could hold off collection of your abatement for 2024 and apply the abatement to your payments, or make some type of creative request that still protects the local taxpayers and allows you to timely complete the project. Any request would have to be reviewed by the EDA board, the Council and run past the city financial advisor. First up please if necessary, present to the EDA board on the 4th.

Joel, happy holidays, here's hoping the project can wrap up soon and you can begin renting out units. .

Regards, Cathy

Cathy Enerson
<cathy.enerson@cedaus
a.com>

December 28, 2023

to Joel

Hi Joel

I am circling back, can you share your project status with me, and attend the EDA meeting?

Regards, Cathy

Link to Blandin Capstone slides

<https://docs.google.com/presentation/d/1APHk01hnMRAa24kcgLcSAbLdMmSoBcpVzWrJV-6XI-8/edit?usp=sharing>

Data to look at again before the hwy project

Conclusion --- Take some first steps that put Lanesboro's creative spirit to work. Getting started does not require perfection, just an entrepreneurial spirit and a willingness to have some fun as a community. Start by identifying achievable changes that community members can get excited about. Even a moderate increase in visitor stays can make a meaningful economic impact, and a few new activities can provide some new vibrancy for residents in the winter months. So, try some new things and build on them over time. Here are some ideas for getting started.

Have community-level conversations to discover what businesses, outfitters, residents, and others are excited about. Lean into those ideas this winter.

Identify target market groups businesses are already connected to and re-develop marketing materials to meet the needs of group organizers.

List existing customer relationships that could be spun into group tourism experiences this winter. Use these relationships to get feedback about ideas that you are developing.

Recruit a team that can use initial discussions to generate a three-day itinerary for group organizers and other visitors to consider. Collaborate with the Visitors' Bureau and Chambers to use their calendars and other outreach materials.

Put out a call to local lodging businesses to inventory indoor "common spaces." Start with low-hanging fruit for willing lodgers with space and create a first draft of marketing materials that pitches those common spaces to groups.

Find easy wins regarding photography, marketing, and media relationships that expand shoppers' views of Lanesboro's appearance in all seasons.

Empower your local talent to create new ideas for Lanesboro experiences.

Consider a small grants program to encourage local talent to create winter experiences for groups through dining, indoor gatherings, and outdoor adventures.

Partner with economic development entities that are focused on entrepreneurship. Use those resources to nurture local ideas that the community is excited about.

Tap locals or professional photographers to take pictures of Lanesboro this winter. Leverage your media relationships to create fun stories as new ideas are implemented.

In total, estimates indicate tourism-related businesses created \$10.3 million of economic activity in Lanesboro in 2022, including \$2.8 million of income for local residents.

Those businesses also supported 151 jobs (Figure 3). Economic Contribution of Tourism-Related Businesses in Lanesboro, 2022 Source: IMPLAN Output Employment Labor Income Direct \$7,884,380 135 \$2,250,620 Indirect \$1,716,880 11 \$376,550 Induced \$742,280 5 \$161,100 Total \$10,343,540 151 \$2,788,270 FIG. 3: Economic contribution of tourism-related businesses in Lanesboro

Economic Contribution of Tourism-Related Businesses in Lanesboro, 2022			
Source: IMPLAN			
	Output	Employment	Labor Income
Direct	\$7,884,380	135	\$2,250,620
Indirect	\$1,716,880	11	\$376,550
Induced	\$742,280	5	\$161,100
Total	\$10,343,540	151	\$2,788,270

Strategies to Grow Tourism In an open-ended question, respondents could describe ideas they had to increase winter tourism in Lanesboro. Several themes emerged in the responses (n=77). 1) Create new events and activities: Ideas revolved around seasonal events, such as winter festivals, open markets, Christmas lights, and candlelight hikes or skis. Additionally, winter activity ideas included curling and ice skating on the pond (highly desired), sports tournaments, cross-country skiing races, sledding, and pickleball. 2) Grow what already exists: Many respondents thought to highlight arts and theater as a differentiator—perhaps increasing theater showings or holding a film festival. Some suggestions included expanding ski and snowshoe trails and supplementing them with equipment rental and lessons. Others mentioned increasing specialty and game nights at businesses and encouraging collaboration among businesses for special events and themed weekends. 3) Address existing barriers: Limited business hours were cited as a concern that could use attention. Additionally, respondents suggested improving information pathways for visitors, ensuring they can access information on available activities and how to participate. Also, visitors should have clear expectations about what the community is like in the winter—e.g., quiet with a slower tempo. Conclusion Overall, community members had enthusiasm for the potential of winter tourism to support a vital local economy. Based on these survey responses, some key takeaways include: Priority tourism goals included a vital local economy, preserved natural areas, and improved quality of life. Priority concerns around winter tourism included environmental impacts, higher taxes, and increased housing costs. Many tourism assets exist in Lanesboro, and there is an opportunity to grow what already exists

(e.g., arts, theater, and outdoor recreation) and add new opportunities (e.g., events and winter activities).

Tourism Development

Two-thirds of businesses believe recreation and trails should be further developed (Fig. 7). In open-ended questions, many business owners feel there should be more advertising to promote winter outdoor activities (e.g., skiing and snowshoeing). Respondents also commonly recommended developing new recreational activities, such as ice skating. Similarly, festivals or seasonal events were recommended to attract visitors and increase business collaboration.

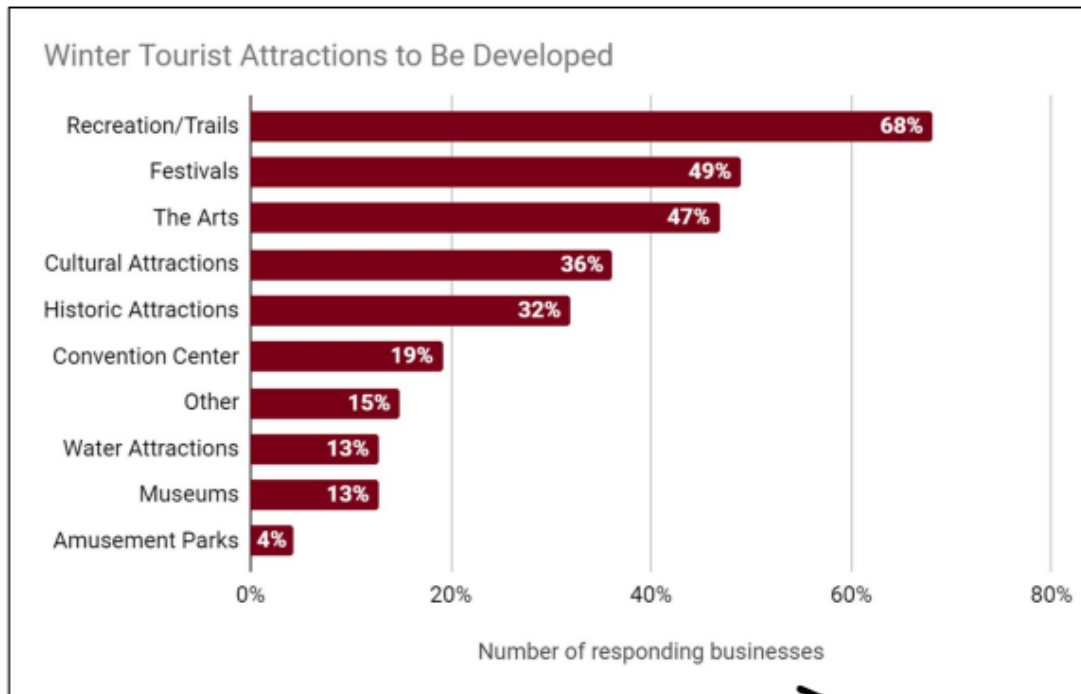


FIG. 7: Business owners list winter tourist attractions they are interested in seeing developed

Conclusion Overall, business owners generally believe that tourism is important for their business. Based on these survey responses, some key takeaways include: Most business owners said that business was the same as or better than last year. Overwhelmingly, they were optimistic about future business. Businesses use various advertising strategies, with the internet and tourism guidebook being the most popular. Most businesses believe that tourism benefits their business, and they are interested in seeing and supporting efforts to boost tourism in the community.

Tourism Development Suggestions and Ideas

At the end of the survey, respondents shared their thoughts and ideas about how Lanesboro might develop tourism. Many responses reiterated comments already made in previous portions of the survey, but some additional suggestions were offered.







Theme	Selected Quotes
 Outdoors	<ul style="list-style-type: none"> • Offer more bike repair points on the trail, as well as trail pickup services • Fat bike rentals
 Indoors	<ul style="list-style-type: none"> • Show how much there is to do even when you're snowed in • I wonder, too, if some of the bed and breakfasts could be marketed for families to come—say, advertising tea parties with stuffies, dress-up weekends, or something?
 Dining	<ul style="list-style-type: none"> • Additional dining options • List correct winter hours on Google for restaurants and shopping options • I know it's difficult and challenging to keep places open when business is lacking in the winter, but perhaps places could take turns opening different nights
 Arts	<ul style="list-style-type: none"> • I think the "arts" are one of their main assets and that could be built at a greater value along with their outdoor experiences. • Have artsy events with live music, live painting, classes, yoga, or live competitions of some kind • A bookstore and an additional art gallery space would be nice for browsing • More winter theater or art shows • Package theater visits with other opportunities • Creating a focus as an "artist" community may drive more to move to this location
 Gather / Culture	<ul style="list-style-type: none"> • Having more elements of the museum across the community could have enhanced our walks around Lanesboro • More offerings about Lanesboro's history • Live music options year-round • Indoor/outdoor combos such as climbing walls, mini-golf, museums, interactive art exhibits, bowling, etc.
 Marketing	<ul style="list-style-type: none"> • More comprehensively packaging opportunities outside of Lanesboro with those in Lanesboro itself. Is there a "Driftless trail" or a way to understand natural and cultural assets within a 20-mile drive as still within and related to Lanesboro proper? • Marketing winter opportunities in the same engaging way that you market summer opportunities. This may require hiring (or using your local!) photographers and more continuous website updates.

FIG. 30: Visitors shared ideas and suggestions for tourism development in Lanesboro

Conclusion Overall, visitors had many ideas and great enthusiasm for winter tourism in Lanesboro. Based on survey responses, some key takeaways include: Art and theatre are huge assets in the community, and there may be opportunities to keep embedding and even expanding that into tourism. Business hours were a challenge this time of year, especially with dining and some tourist attractions. Indoor and outdoor experiences are sought after, and Lanesboro already has tourism assets that can draw visitors to both type of experiences.

Capstone Event 12/20/23 Notes

Present in person: Alison Leathers, Bruce Schwartu, Cathy Enerson, Kara Maloney, Michael Seiler, Lori Bakke, Bonita Underbakke, Linda Tacke, Brenda, Allie Palmer, Ryan Palmer, Lynn Susag, Jonathan Levine

Present online: Joe Deden, Julie Kiehne, Melissa Vander Plas, DeeDee Lemier, Darla Taylor, Michele Peterson, Chris Giesen, Joe Goetzke, Lisa Havelka, Chelsey Skelly. . .

- Presentation was given by Cathy Enerson, Alison Leathers & Michael Seiler
- After the presentation, questions and discussion occurred.

Discussion Points

- Alison be sure to email the City to send out:
 - Where the reports live on the EDA website
 - Where Chill Inn Lanesboro website is
 - Where winter itineraries are
 - Where Chill Inn Lanesboro video is
 - Where brochures are (at LACC visitor center)
 - We heard your ideas on winter tourism, here are resources to turn your idea into action
 - Resource to educate your employees so they can share accurate information with visitors and residents
- Itinerary Additions
 - Create a “Hidden Treasures” itinerary with:
 - Round barn
 - Gibbon Valley mill
 - Country churches
 - Brenda’s stockyard cafe
 - Create a “Group Retreat” itinerary with:
 - Lanesboro is a campus with multiple rental options (Sons of Norway, Community Center meeting rooms and gyms, Paddle on Coffee, Cottage House Inn, Lanesboro Public School spaces and gyms...
 - Catering ideas
 - Local photographers, like Peterson Creative Photography, take group/family photos
 - Create a “Scandinavian Retreat” itinerary with:
 - Local artist private workshops?
 - Sons of Norway monthly programming
 - Scandinavian history at the Lanesboro History Museum
 - Cemetery visits?
 - Vesterheim in Decorah
 - Add onto the “Art” itinerary:

- List art making places/artists/chefs that can host private lessons
 - Eagle bluff classes?
 - Add onto the “Outdoor” itinerary
 - Gravel biking routes (when winter weather is on the ‘warm’ side)
 - Filthy 50 gravel route
 - Winter photography as an activity
 - Birding as an activity (can list Preston Chimney Swift information)
 - The new trail by the eastern ‘welcome to Lanesboro’ sign to the sales barn area
 - Add onto “Romance” and “Girls Getaway”
 - Weekend shopping
 - Nearby antiquing in Harmony (check open hours)
- Need for providing resources to people who have ideas for new winter events, businesses, etc.
 - Chamber is adding a feedback form on the Chill Inn page to ask for feedback on itineraries, etc. & to say these itineraries were created from community feedback but did we miss anything, if so - submit your idea with this form....
 - This need was discussed as there were many great ideas brought forward at the SOAR event in April...now we want people to know they were heard and there are resources if you want to activate your idea
 - DeeDee said Discover Waseca Tourism has a seed fund for new events
 - We can add resources to the Chill Inn webpage
 - Market these resources on an upcoming utility mailer - and highlight these resources are on the Chill Inn webpage
 - EDA contact info
 - Chamber contact info
 - Lanesboro Businesses Promotion Group (LBPG) contact
 - City contact (permits, licenses, community center rental, requests to close streets, etc.)
 - Grant info: Lanesboro Area Community Foundation
 - How to market an event:
 - Fillmore County Journal, LBPG email list, Chamber Depot Delivery, City-wide email, Chamber calendar (if member related), social media, Inspired magazine calendar, various Rochester magazine calendars, local fliers....
- Ideas for Winter Events/ things to do
 - Holiday lights tour or light display in Sylvan Park (like what they have at the Decorah campground)
 - Pickleball tournament - do it on Cabin Fever Fest weekend in March (could get Community Center gym and potentially school gyms)
 - Cold plunge class - Linda Tacke

2024 Market Study for Lanesboro using CEDA Grant

Categories I have been asked about

- Hairdresser
- Vet
- Kennel
- Bookstore
- Culinary
- Restaurant
- Inns/Hotels/Short-term stays
- Spa services
- Oxbow/Nature Center.
- Real estate
- Ice cream, and frozen yogurt
- NAIC codes: 812199, 812990, and 813990
- Convention: [561920](#)
- Games Convention: [3944](#)

I would like to add additional items from Winter Tourism report and community meeting.

Mid-February would be more realistic to complete the report.

January 2024

Introduce Local Planning Docs to aide Development

Below is a link to the planning tools I briefly introduced at the EDA meeting. The Plainview Mayor shared these documents with me to be used in their city to encourage development. Since it is so costly and appears to be unfriendly to developers when city engineer's send back to the developers their plans for more work/cost, Plainview created

- A. [Planning Tools to assist Communities and Potential Developers](#) (from APA Annual Meeting, Plainview Mayor and Cathy)

There are many documents in this folder for your review. Note this is not an issue with Bolton and Menk, in Plainview they had WHKS before they had Bolton and Menk in both cases Plainview felt they appeared unfriendly to developers. The check lists and planning docs in the link above can be modified and used in Lanesboro. If you would like to chat with Aaron, the Mayor of Plainview, I can connect you via email.

I will move this topic from new business to old business on the EDA's agenda.

The goal could be to look over the docs with a local committee, make a set for Lanesboro, and have Bolton and Menk review the docs, then have planning and zoning adopt the planning tools. If there would be a cost for Bolton and Menk to review the docs I can look into either a Foundation Grant or a Compeer Grant to pay the cost.

- **Organize** - local committee
- **Plan** - use the existing documents and tailor them to Lanesboro
- **ED Tools to pay the cost** - Compeer or Foundation Grant (first gather a cost estimate)
- **Market** - Share the documents on the Planning and Zoning Page and with any developer inquires



CITY OF LANESBORO

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www.lanesboro-mn.gov

January 11, 2024

United States Department of Agriculture Rural Development

To Whom It May Concern:

The Lanesboro Economic Development Authority (EDA) has reserved funds levied in 2024 in the amount of \$12,000 as well as \$14,000 of its operating funds as a match for the USDA Rural Business Enterprise Grant program. The total amount committed to the match is \$26,000. It is our hope that with this sizable investment for a community with a population of 723 residents (2020 data), and over 100 non-franchised rural businesses, the USDA will grant \$99,900 in additional dollars to capitalize an economic development revolving loan fund for the City of Lanesboro, Minnesota. Lanesboro's business community has provided letters of support that indicate to the EDA that such action is prudent to retain, grow and attract new businesses. Lanesboro has an average age of 53, and the EDA is mindful of succession planning. Revolving loans funds will also be used to assist with the transition of a successful business to vetted entrepreneurs.

If you have any questions, please contact me at: jresseman@lanesboro-mn.gov.

Sincerely,

Jason Resseman
Mayor - City of Lanesboro, MN

Community Grants Ideas for 2024

1. **T- Mobile**
2. **Laura Jane**
3. **Energy Providers Mi-Energy**
4. **U of MN - see program below**
5. **SMIF Small Town Grant- summer of 2024 - [LINK](#)**
6. **Local Foundation match for any grant above**
7. **USDA Grants for Food Shelves - [Link](#)**
8. **AARP for Accessory Dwelling units - open in 2023 January 18th- [LINK](#)**

T-Mobile - 2023 Quarter #1 Hometown Grants Program Look into 2024 T-Mobile

[T-Mobile Hometown Grants](#) is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. **Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a - community project of your choice**, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. [For more information and to submit a proposal, please click here.](#)

I read through the 25 2022 awards, they are:

Check out the next 25 Hometown Grant winners and their projects:

- **Leeds, Ala.:** Renovate Tri-County Community Center to use for counseling, food pantry, youth tutoring and more.
- **Newtown, Conn.:** Revitalize and expand the use of a worn, but well-loved 1930 gymnasium by access to water, adding a kitchenette, new chairs, portable staging and cosmetic improvements.
- **Manchester, Ga.:** Adding ADA handicap accessible ramps to The Mill, a high use and 100-year gathering place.
- **Keokuk, Iowa:** Transform vacant lot into a multi-purpose outdoor space, complete with a performance stage and lawn area and park, to promote gathering for community events.
- **Burley, Idaho:** Launch after school STEM Forged program and eSports licensing and equipment to develop technology and innovation skills for Burley High School students.
- **Galesburg, Ill.:** Supply the future Skills Lab with tools and equipment to prepare visitors for the workforce, foster independence, and encourage lifelong learning.
- **Mattoon, Ill.:** Transform a blighted area of town affected by a tragedy by developing a community pocket park for the betterment of downtown and the enjoyment of residents.

- **Versailles, Ind.:** Add a splash pad next to the Holdsworth Entertainment Pavilion in the new pocket park on the town square.
- **Ellsworth, Maine:** A multi-phase project to transform the area along the Union River that will leverage existing riverfront investment focused on sustainability, ecology and river access.
- **Freeport, Maine:** Transform Town Hall by creating a lawn and amphitheater area to encourage gathering for events.
- **Excelsior Springs, Mo.:** Build out and renovate vacant space in a school building into a 1200 square-foot satellite pediatric and dental clinic for the community.
- **Mars Hill, N.C.:** Utilize remodeled space in a 1930s refurbished school building, transforming it into a certified commercial community kitchen.
- **Marshall, N.C.:** Repair roof and structure to historic Madison County Arts Council building.
- **Doña Ana, N.M.:** Beautify existing historic Doña Ana Plaza by adding benches and trash receptacles to accommodate attendees for local events.
- **Guthrie, Okla.:** Construct a pop-up-shop park in the historic downtown district to serve as both a vibrant community space and retail incubator to help jump-start small businesses in the community and diversify our local retail.
- **Elizabeth Borough, Penn.:** Transform a demolished building area into a greenspace and park for the community.
- **Myrtle Beach, S.C.:** Replace and install 24 new interpretive signs at Bathsheba Bowens Memorial Park, educating visitors about the local African American culture, history, and environment.
- **Palmview, Texas:** Create the first community library and youth club for the City of Palmview, while enhancing access to technology and internet services for the community, and academic opportunities for area youth.
- **Plainview, Texas:** To increase the ambiance of the city's renovated streetscape and courthouse area, the project will add a new speaker system to broadcast live music from events, parade entries, weather alerts and more.
- **Stuart, Va.:** Install accessibility playground equipment to existing Dehart Park in Stuart to promote inclusivity and gathering.
- **Enumclaw, Wash.:** Rainier Foothills Wellness Foundation will renovate an existing building in Enumclaw's downtown core to create a Community Connections Center, creating a community hub for volunteerism and community service while enabling RFWF to maintain and expand services including senior food delivery, weekly community meals, weekend food support for students, community-based mental health interventions and health care access.
- **Toppenish, Wash.:** Repainting the town's 78 historical murals, one mural at a time.
- **Rice Lake, Wis.:** Build first ever public ADA kayak launch and ramp access at lake for the community and area tourists to enjoy.
- **River Falls, Wis.:** Provide access to connectivity with hot spot devices and free wi-fi service for community use at River Falls Public Library.

- **Cody, Wyo.:** Develop the local Outlaw trailhead into a safe, accessible, and eco-conscious outdoor meeting space through the establishment of designated parking, outdoor sitting areas, and proper signage.

Laura Jane Musser

Through the Rural Initiative, the Laura Jane Musser Fund encourages collaborative and participatory efforts among residents in rural communities that will help to strengthen their towns and regions. The applicant community must have a population of 10,000 or less. Project planning grants up to \$5,000 and project implementation grants up to \$25,000 will be considered. Applications will be accepted online through the Fund's website from September 1 – October 2, 2023.

Through the Intercultural Harmony Initiative, the Laura Jane Musser Fund supports projects that promote mutual understanding and cooperation between groups of community members of different cultural backgrounds. Project planning grants up to \$5,000 or implementation grants up to \$25,000 will be considered. Applications will be accepted online through the Fund's website from September 15 – October 16, 2023.

The geographic areas for these initiatives are **Colorado, Hawaii, Minnesota, Wyoming, and limited counties in New York and Texas**. Eligible counties in New York include: Delaware, Greene, Otsego, Schoharie, Sullivan, and Ulster counties. Eligible counties in Texas are located in the Rio Grande River Valley (Cameron, Hidalgo, Starr, and Willacy counties), Deep East Texas (Angelina, Houston, Jasper, Nacogdoches, Newton, Polk, Sabine, San Augustine, San Jacinto, Shelby, Trinity, and Tyler counties), and the Brazos Valley (Brazos, Burleson, Grimes, Leon, Madison, Robertson, and Washington counties). The complete guidelines are available at <http://www.musserfund.org>.

We would greatly appreciate it if you could share this information with your network and community. Thank you in advance!

Please let me know if you have questions or additional ideas for getting this message out to organizations that might be interested in these initiatives.

With appreciation,

Sandra

Sandra Voytovich

Program Officer

Laura Jane Musser Fund

612-825-2024

MiEnergy - Round Up

In general, the board will consider making donations to:

- Programs, projects and equipment which are important components of a community's overall quality of life in our local area.
- Community-based environmental education programs and projects.
- Programs and projects that enhance the cultural environment of communities in our local area.
- Hardship relief (food shelves, crisis centers, emergency assistance, disaster assistance, etc.)
- Youth programs designed to combat critical social problems affecting children and youth
- Organizations with programs to assist disadvantaged children and youth.

<https://www.mienergy.coop/operation-round>

U of MN apply to participate - Perhaps a Rivers Town Application

1. SAVE THE DATE & REGISTER: Informational webinar on January 10, 2024

The call for proposals for the [Empowering Small MN Communities](#) program will be going out by January 1st 2024 in concert with our RSDP call for ideas. We are hosting an informational webinar about the ESMC program on **Wednesday, January 10, 3-4 PM**. Registration is required to attend, so [please register via the web here](#).

We invite you to attend. This will provide a strong foundation in the program and information about the application process and steps.

Again, **registration is required** so please [register via the web here](#).

2. ABOUT THE PROGRAM: Short description and website link

The Empowering Small Minnesota Communities (ESMC) program is a community-centered collaboration with the University of Minnesota to support small communities in becoming well-positioned to benefit from federal, state, and local investments.

How? By working together to creatively leverage community assets and ideas and strengthening projects and plans for resilient physical, social, and economic infrastructure.

The goal? Lay the groundwork for competitive proposals that could be eligible for a wide range of funding opportunities from the local, state and Federal level.

This is a statewide program that is available for communities with populations of 15,000 or fewer, though applications by communities of fewer than 5,000 will receive priority consideration in our review.

Interested in learning more? [Visit our website for details and the application form.](#)

Andi Sutton (she/her/hers)

Executive Director – Southeast

Southeast Regional Sustainable Development Partnership | Extension | rsdp.umn.edu

University of Minnesota | extension.umn.edu

If you are interested in connecting and talking more, I welcome you to sign up for a conversation with me, and you can view available [options here](#) and sign up. Or you're welcome to give me a call at 857-928-4196 anytime.

Evaluation Criteria

Submitted applications will be reviewed, prioritized, and selected based on the following criteria.

1. Proposed effort's ability to advance resilience and sustainability
2. Proposed effort's level of innovation and community impact
3. Proposed effort's fit with a pressing need and timelines
4. Proposed effort is realistic and actionable:
5. Proposed effort advances equity among historically underrepresented communities such as Native nations, people of color, immigrants, people with low incomes, LGBTQ+, people with disabilities, women and geographically isolated communities

6. Proposed effort is community-driven and collaborative
7. Proposed effort is informed by tangible engagement of residents
8. Proposed effort's fit with ESMC enabling legislation, UMN capabilities, and goals of ESMC program