

**Lanesboro Economic Development Authority
Regular Meeting
Thursday, February 1, 2024
Council Chambers & Zoom**

Present Members: X Tom Pursell X Linda Tacke X Joe Goetzke
 X Jason Resseman X Michael Boho

Staff: X Cathy Enerson X Darla Taylor X Mitchell Walbridge

Guests: Pam Brown, Alison Leathers, Bonita Underbakke, Jonathan Levine, Sarah Peterson

1. Call to Order: Member Resseman called to order the Regular Meeting of the Lanesboro Economic Development Authority at 10:30 a.m.

2. Agenda: Member Pursell entered a motion to approve the agenda as submitted; Member Goetzke seconded the motion. Motion carried with all in favor.

3. Public Comments: No comments were shared.

4. Consent Agenda:

A. Minutes of Regular EDA Meeting, January 4, 2024

B. January Financial Reports

Member Goetzke entered a motion to approve the consent agenda; Member Pursell seconded the motion. Motion carried with all in favor.

Member Tacke joined the meeting at 10:34 a.m.

5. Department Reports:

A. City Council/City Administrator/Planning and Zoning: Member Resseman shared the Planning and Zoning Commission report. The commission discussed building use in the downtown business district. The commission also discussed Zach Lind's Driftless Trading Post operations that has plans to move to a new location on Parkway Avenue.

B. Chamber of Commerce: Member Goetzke provided the Chamber of Commerce report. Member Goetzke summarized the business of the Chamber's Annual Meeting. Member Goetzke shared the 2024 Visitor's Guide and goals that the Chamber will pursue in 2024, including rebranding and website updates via a SMIF grant and an advertisement replacement and marketing plan.

C. School Board: School board member Sarah Peterson shared that the school continues to search for telemedicine services for the school. Also, the school is aware that the bus garage will need work in the future.

6. Revolving Loan

A. Concern or Collections

a. Zach Lind: Lind continues to work with the Planning and Zoning Commission and Heritage Preservation Commissions to relocate Driftless Trading Post.

b. Joel Pfeffer: Pfeffer's loan payment for January 2024 is past due.

c. Ann Madland: The contract with Madland has been breached given Madland no longer operates a business in Lanesboro. No payments have been received on the loan for several months. Board members discussed what route to take with collections. Member Goetzke entered a motion that city administration start the city's collection process; Member Tacke

seconded the motion. Member Resseman entered a motion to amend the original motion being considered to have the collections process apply to any past dues as a standardized procedure; Member Goetze seconded the motion. Motion carried with all in favor to amend the original motion.

All members voted in favor of passing the amended motion.

7. Continued Business:

- A. Blandin Grant Final Reporting: Final bills and payments are being processed. Final grant reporting is due by the end of February. The core group working with the grant may ask Blandin if any leftover dollars to be utilized by the Chamber for marketing purposes.
- B. Data Insights & Block Group: No replies were submitted to the advertised service provided by CEDA.
- C. USDA Loan Application: The loan application is due February 28 and awardees will be announced in May. Five letters of support have been received so far. A resolution for application and documentation signers is on the February city council agenda.
- D. 2024 Work Plan & Strategic Goals: The planning process for the work group is being started. A survey will be sent out to members and a workshop will be scheduled in the future.

8. New Business:

- A. Housing Investment and Programs for 2024-2025: Cathy Enerson, EDA Director, provided an overview of Local Housing Trust Fund options as well as Local Tax Credits. Members will consider these programs in the future.
- B. LEAN Meeting Recap: Michael Seiler, chairman of the LEAN sub-committee, provided a summary from the January 17, 2024, meeting. The group is reaching out to entrepreneurs to identify the business support needs in the community and the group is also recruiting volunteers to provide skilled services to meet the identified needs. A Google form will be shared via a utility bill insert. Chill-Inn Lanesboro efforts will also continue through LEAN.
- C. SE MN Together – Regional Comprehensive Economic Development Strategy: There will be a regional meeting on February 5, 2024, in Rochester at the Woodlake Meeting Center.

Adjournment: Member Resseman adjourned the meeting at 11:20 a.m.

Next Meeting: Thursday, March 7, 2024, at 10:30 a.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk