

**Lanesboro Economic Development Authority  
Regular Meeting  
Thursday, April 4, 2024 – 10:30 a.m.  
City Council Chambers & Zoom**

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

**Staff:**                    X Cathy Enerson        X Darla Taylor            X Mitchell Walbridge

**Guests:**                Jonathan Levine, Sarah Peterson, Bonita Underbakke, Zach Lind

1. **Call to Order:** Member Goetzke called to order the Regular Meeting of the Lanesboro Economic Development Authority at 10:32 a.m.  
Member Pursell entered a motion to designate Member Goetzke as chairperson of the meeting; Member Tacke seconded the motion. Motion carried with all in favor.
2. **Agenda:** City Administrator Walbridge requested that Riverfront Property Development be added under New Business. Member Pursell entered a motion to approve the agenda with the addition; Member Tacke seconded the motion. Motion carried with all in favor.
3. **Public Comments:** No comments were shared.
4. **Approval of the Consent Agenda:**
  - A. Minutes of the Regular EDA Meeting, March 7, 2024
  - B. March Financial ReportsAdministrator Walbridge explained that expenditures in the Operating Supplies category exceed anticipated expenditures for the year because of an expense submitted in the 2024 fiscal year linked to the Blandin Foundation Chill Inn Lanesboro grant. Grant funds were received in a previous year, which is why the budget may appear skewed.  
Member Boho entered a motion to approve the Consent Agenda; Member Pursell seconded the motion. Motion carried with all in favor.
5. **Department Reports:**
  - A. City Council/City Administrator/Planning and Zoning Report: Administrator Walbridge stated that the city council is working on whether an interim ordinance and moratorium on any new lodging licenses for properties in the C-1 Downtown Commercial District is needed. The interim ordinance and moratorium would allow time for any studies to be completed that would contribute to the Planning and Zoning Commission’s efforts to revise the city’s Land Use ordinances to regulate short-term rentals in Lanesboro.  
Administrator Walbridge also stated the city council and city administration are working through a review of MnDOT’s Letter of Intent regarding the Highway 250 Project.
  - B. Chamber of Commerce: Member Goetzke delivered the Chamber of Commerce report.
    - Distribution of the 2024 Visitor’s Guide is in progress.
    - A first draft of the new [www.lanesboro.com](http://www.lanesboro.com) website is in development.
    - The Chamber is undertaking the rebranding project and will release a survey soon to get stakeholder input.
    - The Chamber is finalizing the itinerary for bloggers and writers who will be visiting Lanesboro for 3 days/2 nights. The visitors will write and distribute works about their experiences in Lanesboro.

Approved 05/02/2024

- Member Goetzke, in his role as executive director of the Chamber, will attend the Minnesota Association of Visitor Bureaus Convention that is upcoming.

C. School Board: Sarah Peterson delivered the school board update.

- Seniors are on their senior class trip to Washington D.C.
- The Lanesboro School Board is reviewing the district's background check policy at its special meeting on Friday, April 5.

**6. Revolving Loan Fund:**

- Director Enerson contacted Joel Pfeffer by phone to request past due March and April loan payments.
- Administrator Walbridge is working with Ann Madland to continue a payment plan.
- Zach Lind shared an update regarding Driftless Trading Post. Lind is attending Lanesboro's Heritage Preservation Commission meetings and Planning and Zoning Commission meetings. Lind hopes Driftless Trading Post will be operational by Memorial Day weekend.

**7. Continued Business:**

- A. 2024 Work Plan & Strategic Goals: Director Enerson reviewed Community Economic Development goals and strategies with the board. A draft of the survey was shared, and the survey will soon be distributed to strategic plan workgroup members. Director Enerson noted that previous studies that have been completed will be utilized in the workgroup's strategic planning and not shelved.
- B. March 14, 2024 REV Meeting: Director Enerson provided a summary from the March 14, 2024 REV meeting. Director Enerson noted that some of the topics will tie into the LEAN meeting that is scheduled for April 24, 2024.
- C. Insights Data: Director Enerson stated that lodging category data may be available as part of the city council's study on short-term lodging in the downtown commercial district. Also, a lodging insights report should be available in July or August.

**8. New Business:**

- A. Blandin Foundation – Small Communities & Rural Placemaking Grant: Administrator Walbridge shared that a Letter of Inquiry has been submitted as part of the grant application process. The City is pursuing grant funding for a new comprehensive plan to be written.
- B. Other Grant Opportunities: Director Enerson noted additional grant opportunities that may benefit the community, including DEED Promise Grants, USDA Farmers Market Promotion Grants, Minnesota Historical Society Legacy Grants, Library Construction Grants through the Minnesota Department of Education, and Volunteer Fire Assistant Grants through the Department of Natural Resources. SMIF also has grant opportunities through Otto Bremer Trust and its Community Responsive Fund. While a specific project was not identified for the SMIF Grant, Member Pursell entered a motion to approve and encourage staff to apply should an eligible project be identified; Member Tacke seconded the motion. Motion carried with all in favor.
- C. Proposed Legislative Changes, Disaster Relief Funding, and Senior Housing Funding: Director Enerson summarized several bills being considered by the Minnesota state legislature this session. Many of the bills restrict local control on zoning and the state building code. Members noted concern over the legislation. Disaster relief funding information, quarterly economic report information, as well as senior housing funding examples were shared by Director Enerson.
- D. Riverfront Property Development: Member Goetzke explained that there is an opportunity for the city's riverfront property that houses the city street shop to be developed in the future. Member Goetzke expressed that the EDA may want to make a recommendation to the city council to establish an RFP to see what developers may be interested in the property. Member Pursell entered a motion to have city administration identify what an RFP process would look like for the city-owned property and what discretion a municipality has in including land use provisions in the RFP; Member Boho seconded the motion. Motion carried with all in favor.

Approved 05/02/2024

**Next Meeting:** Thursday, May 2, 2024, at 10:30 a.m.

Member Goetzke adjourned the meeting at 11:47 a.m.

Respectfully submitted,

Mitchell Walbridge  
City Administrator/Clerk