

**Lanesboro Economic Development Authority
Regular Meeting Minutes
Thursday, June 6, 2024 – 10:30 a.m.
City Council Chambers & Zoom**

Present Members: X Tom Pursell Linda Tacke X Joe Goetzke
 Kathryn Wade X Michael Boho

Staff: X Cathy Enerson X Darla Taylor X Mitchell Walbridge

Guests: Mindy Albrecht-Benson, Bonita Underbakke

1. **Call to Order:** Member Goetzke called to order the Regular Meeting of the Lanesboro Economic Development Authority at 10:31 a.m.
2. **Agenda:** Member Goetzke requested the rescheduling of the July 2024 EDA meeting be added as an item to new business. Member Pursell entered a motion to approve the agenda with the requested addition; Member Boho 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, May 2, 2024
 - B. May Financial ReportsMember 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: City Administrator Walbridge stated that the Planning and Zoning Commission has been working on revisions to the city's land use ordinances as well as drafting a new ordinance chapter that would regulate lodging licensure within the city.
 - B. Chamber of Commerce: Member Goetzke shared the Chamber of Commerce report.
 - Travel influencers were in Lanesboro May 22-24, 2024. Content from their visit is being published on several social media platforms and via other media companies.
 - The Chamber launched a new website on May 13, 2024.
 - The rebranding project is in progress.
 - Former Minnesota governor Jessie Ventura will be in Lanesboro on June 15, 2024 from noon-1 p.m. to promote his new business.
 - The Chamber hosted its annual downtown walking tour that highlights Lanesboro businesses.
 - Hotel Lanesboro had a ribbon cutting ceremony and open house on May 28, 2024.
 - C. School Board: EDA Director Cathy Enerson stated the Lanesboro Public School District was awarded two electric buses via a grant process.
6. **Revolving Loan Fund Update:** Administrator Walbridge stated that Ann Madland and Joel and Brooke Pfeffer are past due on there loans and are going through the city's collections process.
7. **Continued Business**
 - A. 2024 Work Plan & Strategic Plan: EDA Director Enerson shared the results of the survey that was distributed to city board, commission, and council members.
 - B. Insights Data: Director Enerson stated that new insights data will be available in July.

Approved 08/01/2024

- C. Riverfront Property Development: Members discussed the process of potential development of riverfront property. It was noted that any action on a request for proposals or to initiate sale of the city's property would need to be done via the city council's directive. Director Enerson shared funding resources of moving the public works facilities for when the city wants to initiate that step. Funding sources include an HRA levy, USDA community facilities loan and grant program, and a tax abatement for a new project to fund moving the public works building.
- D. Business Interruption Loan & Mini Grant Program: Director Enerson shared that the business interruption loan program already exists and that she is continuing to work on the creation of a mini grant program. The grant program would provide supplemental income to businesses during the Highway 250 road construction project. Director Enerson is seeking a funding source for the grants.
- E. USDA Grant Request Update: The USDA has not announced if the City of Lanesboro will be a recipient of grant dollars to recapitalize the city's revolving loan fund.

8. New Business

- A. Council Report: Member Goetzke shared the EDA quarterly update with the Lanesboro City Council at its June 3, 2024 city council meeting.
- B. CEDA Annual Report: Director Enerson provided members with access to CEDA's annual report. The 2025 annual meeting will take place on a Friday in Ely, Minnesota.
- C. Succession Planning Tool: Director Enerson shared that the Taylor Corporation has provided funding to the Southern Minnesota Initiative Foundation that can help create a business succession planning program. Members expressed interest in having the EDA and Chamber hold a workshop on succession planning.
- D. Meeting Date Change: Members discussed moving the July 4, 2024 meeting due to the holiday. Member Boho entered a motion to change the meeting to June 26, 2024 at 10: 30 a.m.; Member Pursell seconded the motion. Motion carried with all in favor.

Next Meeting: Wednesday, June 26, 2024 at 10:30 a.m.

Member Goetzke adjourned the meeting at 11:35 a.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk