Lanesboro EDA Board Meeting
Regular Meeting Agenda
Thursday, April 2, 2026 at 10:45 a.m.
Lanesboro Community Center Meeting Room

Zoom is provided as a way to offer more accessibility to council and committee meetings. However, due to potential technical issues, full functionality is not guaranteed
https://us02web.zoom.us/j/86520735787?pwd=JXstbaqvFba7e7oVff6veB0dzUhhwO.1
Meeting ID: 865 2073 5787 Passcode: 219643

Call to Order/Roll Call

Members: ___Tom Pursell ___Linda Tacke ___Mindy Albrecht-Benson
___Kathryn Wade ___Michael Boho
Staff: ___Darla Taylor ___Mitchell Walbridge ___Michelle Marotzke

A. Agenda Approval
Motion_____ Second_____
B. Public Comments
C. Consent Agenda
a. Revised Minutes of the Regular Meeting, February 5, 2026
b. Minutes of the Regular Meeting, March 5, 2026
c. Minutes of the L.E.A.N. Sub-Committee, January 28, 2026
d. Minutes of the L.E.A.N. Sub-Committee, February 23, 2026
e. March EDA Financials
Motion_____ Second_____

Department Reports
A. EDA Director Report
B. City Council/City Administration
C. Chamber of Commerce
D. School Board

Revolving Loan Fund
A. Available Funds
B. Loans in repayment
C. Pending applications

Continued Business
A. Bluff Country Business Academy Update
a. Graduation Celebration – April 27, 2026
B. SMIF Rural Entrepreneurial Venture Program Update
a. Workshops

New Business
A. MN Department of Commerce Energy Efficiency Planning Grant Application
B. Business Promotion Group Proposal
Motion_____ Second_____
C. Fillmore County Rural Child Care Innovation Program
a. Child Care Provider Appreciation Event – May 7, 2026
b. Town Hall – July 28, 2026

Next Meeting: Thursday, May 7, 2026, at 10:45 a.m.

Adjourn Regular Meeting

Lanesboro Economic Development Authority
Regular Meeting Minutes
Thursday, February 5, 2026 – 10:45 a.m.
City Council Meeting Chambers

Present Members:
☒ Mindy Albrecht-Benson (remote) ☐ Michael Boho ☒ Tom Pursell ☒ Linda Tacke (remote)
☒ Kathryn Wade

Staff:
☒ Mitchell Walbridge ☐ Darla Taylor ☒ Michelle Marotzke

Guests: Jackie Horsman (remote), Angie Strain, Jeanette Kappers, Brooke Pfeffer, Joel Pfeffer, Joe Goetzke, Michael Seiler, Kara Maloney

Call to Order: Member Wade called the regular meeting to order at 10:45 a.m.

A. **Agenda Approval**: Member Pursell entered a motion to approve the agenda; Member Tacke seconded the motion. Roll call was taken with four ayes and zero nays; Motion carried.
B. **Public Comments**: No public comments were shared.
C. **Consent Agenda:**
    a. Minutes of the Regular Meeting, January 8, 2026
    b. Minutes of the L.E.A.N. Sub-Committee, December 11, 2025
    c. January Financials

Member Pursell entered a motion to approve the Consent Agenda; Member Wade seconded the motion. Roll call was taken with four ayes and zero nays; Motion carried.

Department Reports

A. EDA Director Report:
    a. Director Marotzke shared highlights of her report, including work toward a housing needs assessment and the power plant floodproofing project. She also shared that the City of Preston was awarded a grant from the Minnesota Department of Commerce to create a feasibility study to evaluate the need, locations, and cost for solar powered e-bike charging stations. Marotzke's presentation to EDAM is included in the packet and it was well received.

B. City Council/City Administration: City Administrator Mitchell Walbridge provided an update to the EDA Board including:
    a. City Council at its February 2 meeting adopted a resolution for approval of the Minnesota Trout Unlimited river restoration project. The timeline for this project is not yet clear due to permitting and the Request for Proposal timeline.
    b. The City Council is at the point in the Highway 250 project where they will evaluate the final design of the project and consider giving its municipal consent, which is a legal requirement for any state highway projects that go through municipal limits. The Public Open House is on February 18th from 4:30 p.m. to 6:00 p.m. with the Council holding a special meeting afterward, which will include a public hearing.
    c. The City Council passed a resolution in late January to submit a request to the State Legislature to authorize a half percent local option sales tax. Legislative approval is required in order to put that on a November ballot for voters to consider.
    d. The Lanesboro Library Board has hired a new director, Luke Wahl, and a new assistant librarian, Ruth Mikos. Both have backgrounds with youth and education and will be excellent additions.

They will both start around February 23rd. The director position is a full-time 0.8 FTE, and the assistant librarian position is part-time.

e. The City's audit is next week, which will include preparing the EDAs fund balances.
f. Member Tacked asked for additional information about the sales tax. Administrator Walbridge shared that the previous tax reached its $800,000 revenue cap and was in place from 2012 to December 31, 2024. There must be a one-year grace period between the conclusion of a tax and implementation of a new one. The projects being submitted for the new one include offsetting costs with the Highway 250 projects and improvements to Sylvan Park.

C. Chamber of Commerce: Executive Director Joe Goetzke provided an update to the board.

- The Visitors Guides are now available and were shared with EDA Board members. 25,000 copies were printed (an increase over the 20,000 from 2025 which required a reprint for more). These are shared with other cities and organizations such as the Mall of America and Explore Minnesota visitor centers throughout the state. Sarah Peterson designed the guide and photos from Explore Minnesota. The pocket map will be created next and that is shared throughout the region.
- The Chamber has moved their membership software to a new company.
- McGivern's Main Street episode about Lanesboro will be released soon, and the Chamber is working on a watch party for that.
- The Chamber has been working with the Business Promotion Group to determine their future. It has been a committed group of volunteers, but they are reaching their capacity to be sustainable. Everything they do helps the community's economic development. There isn't a specific question right now, and Chair Wade encouraged the group to come back when they have some more information.

D. School Board: School board member Sarah Peterson was not available for an update.

Revolving Loan Fund

A. **Available Funds:** The original fund will be at about $20,000 after the new proposal is considered today. The second fund is about $15,900 and needs to be disbursed by June 30, 2026.
B. **Loans in Repayment:** Marotzke shared that the Driftless Trading Post, LLC and Sparrow Valley Property, LLC loans are past due to their January 2026 payments.
C. **Pending Applications:** Marotzke presented a proposal for The Scoop. The Revolving Loan Fund Committee supports the project. It is $20,000 at 2% for 7 years with biannual payments to coincide with their primary lender. Our collateral would be a second mortgage filing on the building in Lanesboro (the ice cream shop) and another property, along with a blanket UCC filing and security agreement. City Attorney O'Koren is working with the borrowers for the business purchase, so we will work with Attorney Greg Scheiber to prepare the loan documents. Motion made by Member Albrecht-Benson to approve the loan as presented; second by Member Pursell. Roll call was taken with four ayes and zero nays; Motion carried.

Continued Business

A. **Bluff Country Business Academy**: Marotzke shared that there are 13 people registered for the program. Most registrants are from Preston and Lanesboro, which is the priority of the program. There is one person from Chatfield (working on a Lanesboro business), one from Rochester and one from Spring Valley. The application closes on February 9 and the first session is March 9. Member Albrecht-Benson asked what the max capacity was, and Marotzke shared it is 15.
B. **REV Program**: Marotzke shared that 16 people registered and attended the first workshop, held the prior Thursday. She is working with Chamber Director Goetzke to create more workshops and find ways to connect these to the Highway 250 project.

New Business

A. **2025 EDA Annual Report:** Marotzke shared highlights of the EDA's work in 2025.
B. **Sparrow Valley Tax Abatement**: Administrator Walbridge informed the EDA Board that the City Council directed the City Attorney to send a 30-day Notice to Cure for violations that are events of default listed in the tax abatement and development agreement. The 30-day notice was mailed to the representatives of Sparrow Valley Properties on February 4, 2026. Administrator Walbridge is requesting acknowledgement of the City Council's action in this matter. Member Pursell asked for additional context. Administrator Walbridge shared the items leading to this action, including delinquent property taxes and utility payments, an order from an administrative law judge regarding building code violation, and failure to make timely loan payments. Member Albrecht-Benson asked if there was anything we could have seen as a red flag when this was created. Administrator Walbridge shared that the loan program in place at the time of the loan to Sparrow Valley Properties had changed and that the city previously had to be a pass-through, where now the city can lend directly through its own loan program. Member Wade entered a motion to acknowledge the Notice to Cure; Member Albrecht-Benson seconded the motion. Roll call was taken with four ayes and zero nays; Motion carried.

Next Meeting: Thursday, March 5, 2025, at 10:45 a.m.

Members Tacke will join via Zoom for the March meeting. Member Pursell entered a motion to adjourn; Member Albrecht Benson seconded the motion. Roll call was taken with four ayes and zero nays; Motion carried.

Member Wade adjourned the meeting at 11:18 a.m.

Respectfully submitted,

Michelle Marotzke
City of Lanesboro
Economic Development Director

Lanesboro Economic Development Authority
Regular Meeting Minutes
Thursday, March 5, 2026 – 10:45 a.m.
City Council Meeting Chambers

Present Members:
☒ Mindy Albrecht-Benson ☐ Michael Boho ☐ Tom Pursell ☒ Linda Tacke (remote)
☒ Kathryn Wade

Staff:
☒ Mitchell Walbridge ☐ Darla Taylor ☒ Michelle Marotzke

Guests: William Saint Amour, Cobalt (remote)

Call to Order: Member Wade called the regular meeting to order at 10:50 a.m.

A. **Agenda Approval**: Member Albrecht-Benson entered a motion to approve the agenda; Chair Wade seconded the motion. Roll call was taken with three ayes and zero nays; Motion carried.
B. **Public Comments**: No public comments were shared.
C. **Consent Agenda:**
    a. Minutes of the Regular Meeting, February 5, 2026
    b. Minutes of the L.E.A.N. Sub-Committee, January 28, 2026
    c. February EDA Financials

Director Marotzke indicated that item b, Minutes of the L.E.A.N. Sub-Committee, January 28, 2026, were not included in the packet and requested that they be removed from the Consent Agenda. Member Albrecht-Benson entered a motion to approve the agenda as amended; Chair Wade seconded the motion. Roll call was taken with three ayes and zero nays; Motion carried.

Department Reports

A. **EDA Director Report:**
    a. Director Marotzke shared highlights of her report, which was not included in the packet, including:
        i. Bluff Country Business Academy has been a primary focus; there are 15 participants starting on Monday.
        ii. The RLF closing for The Scoop is planned for next week with attorney Greg Schieber in Harmony.
        iii. The Rural Child Care Innovation Program is in full swing. This effort is led by Allison Whalen with the Fillmore County EDA and facilitated by First Children's Finance with support from SMIF and Taylor Family Farm Foundation. It will kick off with a provider appreciation event on May 7th at Harmony Spirits, then the launch of surveys for providers, employers and parents.
        iv. There are two workshops scheduled for the REV program. First is an AI session with Michael Seiler on March 18th and then a stress budgeting session with Scott Taylor on March 31st. SMIF will be sunsetting the REV program and announcing a replacement.
        v. Working with a local business for a Department of Ag grant to help them extend their offerings.
        vi. I will attend EDAM's Day at the Capitol on March 17th and will meet with Representative Davids and Senator Miller to discuss economic development topics that are important to Preston and Lanesboro.

B. **City Council/City Administration:** City Administrator Mitchell Walbridge provided an update to the EDA Board including:
    a. There have been two City Council meetings since the last EDA Board meeting. The final design for the Highway 250 project has been approved. We are proceeding to put together the subsurface plans to get signoffs to apply for PFA funding.
    b. The 30-day Notice to Cure has been delivered to Sparrow Valley. The next procedural steps will be taken in the next 30-45 days.
    c. We are moving forward with mapping out and doing GPS and data collection for the electric grid, which will help us move forward to process interconnection applications for solar systems from our utility customers.
    d. Monitoring every committee's agenda in the House and Senate for this session.

C. **Chamber of Commerce:** Executive Director Joe Goetzke was not available to attend the meeting but shared an update with Director Marotzke.
    a. The Visitors Guides have been distributed to all regional visitor centers.
    b. An advanced screening of McGivern's Main Street episode about Lanesboro will be held on Saturday, March 14th at 2:00 p.m. at the Saint Mane Theatre. Tickets are free-will donation and available online. The episode officially premieres on April 2nd.
    c. The 2026 Pocket Map is in production with Sarah Peterson. That should go to print in the next couple of weeks and has included more content and enriched it for SEO and AI searches.

    Marotzke introduced William Saint Amour (Cobalt Community Research), who presented 2025 visitor data used for marketing, benchmarking, and economic development. Highlights of the presentation include:

    - 531,000 visitors to the Lanesboro ZIP code generated 964,600 total visits (1.8 average), slightly down from 2024 in line with statewide trends.
    - January–February saw increased visitation due to favorable weather, stable gas prices, and expanded winter marketing.
    - June visitation rose, supported by good weather during Rhubarb Fest and the Art Festival.
    - Core visitor demographic is ages 20–34, primarily white-collar and college-educated.

    Board members asked about data methodology and visitor definitions. Mr. Saint Amour provided clarification and was thanked for his presentation.

D. **School Board:** School board member Sarah Peterson was not available for an update.

Revolving Loan Fund

A**. Available Funds:** There is about $15,000 available to disburse with the second USDA loan, with a disbursement deadline of June 30, 2026. Our USDA representative will perform a site visit this summer. The first USDA fund has approximately $20,000 available to lend. Member Benson-Albrecht asked what our monthly income is for these loans. Walbridge and Marotzke will confirm the information.
B. **Loans in Repayment:** Presented in the financials.
C. **Pending Applications:** None at this time.

Continued Business

A. **Bluff Country Business Academy Update**: Marotzke shared that there are 15 people registered for the program. March sessions will be held at the Commonweal Theatre starting March 9th, and the April sessions will be held at the DMRC in Preston. The final session will be on April 27th at the Preston golf Course. Preston Foods provided a discount for snacks, and The Lanesboro Market will help with fresh

fruit. Rochester Technical College will provide instructors for the sessions. A Zoom link will be provided if a participant is unable to attend in person. Sessions will not be recorded.

B. **SMIF Rural Entrepreneurial Venture Program Update:** Marotzke shared that SMIF is sunsetting this program and will share more information as they determine the direction they want to go. We have workshops scheduled with Michael Seiler and Scott Taylor, which will feed into the bigger workshop for the Highway 250 project.

C. **Consider Bid from Okapi Strategy for TH250 Reconstruction Business Workshop:** Marotzke presented a proposal from Okapi Strategy to facilitate a 2-hour workshop and up to twenty 30-minute one-on-one sessions with businesses impacted by the 2027 Highway 250 reconstruction. She also consulted with Julie Kiehne (Winona State), who can offer helpful resources, though in a less coordinated, piecemeal approach compared to a dedicated consultant. Okapi owner Linda Mathiasen also offers optional add-on services that could support the project. The L.E.A.N. Subcommittee approved the bid. Member Benson-Albrecht moved to enter into a contract with Okapi Strategy; Chair Wade seconded the motion. Roll call was taken with three ayes and zero nays; Motion carried.

Additional Discussion:
Member Benson raised questions about downtown access and mapping during construction. Administrator Walbridge and Marotzke discussed enhancing wayfinding, particularly for business access. The group is considering applying for a SMIF Small Town grant next year. Coordination between Linda Mathiasen and Joe Goetzke on marketing was also discussed, along with broader strategies to support businesses and foster positive engagement with construction workers.

New Business

Next Meeting: Thursday, April 2, 2025, at 10:45 a.m.

Member Albrecht Benson entered a motion to adjourn; Chair Wade seconded the motion. Roll call was taken with three ayes and zero nays; Motion carried.

Member Wade adjourned the meeting at 11:37 a.m.

Respectfully submitted,

Michelle Marotzke
City of Lanesboro
Economic Development Director

Approved _____/26

Lanesboro Entrepreneurial Action Network (LEAN)
Regular Meeting Minutes
Wednesday, January 28, 2026 – 8:30 a.m.
Paddle on Coffee & Maker Emporium – 115 Parkway Avenue North

Members Present:

☒ Michael Seiler ☒ Joe Goetzke ☒ Kara Maloney ☒ Kathryn Wade ☒ Allie Palmer
☒ Lori Bakke ☒ Steve Harris (*ad hoc*) ☒ Ambrin Olson (*ad hoc*)

☒ EDA Director Michelle Marotzke ☐ City Administrator Mitchell Walbridge

Call to Order
Chair Seiler called the meeting to order at 8:32 a.m.

A. **Agenda Approval:** Director Marotzke requested to add item A, Next Meeting Date and item B, RCCIP under New Business. Members Bakke and Maloney requested two additions to the agenda under New Business: Business Promotion Group as item C and pursuing new businesses to Lanesboro as item D. Member Bakke entered a motion to approve the agenda as amended; Member Wade seconded the motion. Motion carried with all in favor.

B. **Approval of Minutes:** Member Wade entered a motion to approve the minutes of the December 11, 2025, meeting; Chair Seiler seconded the motion. Motion carried with all in favor.

Continued Business

A. **REV Program**
   a. REV Financials: Director Marotzke provided an update of the REV Financials. The current balance of the $20,000 grant from SMIF is $14,093.24. The first workshop will be $2,000 and reimbursements for the December 11, 2025, meeting will come out of this budget.
   b. **Review REV data**: Marotzke presented the REV report created from the 12 surveys that were conducted. It was recommended to put this report on the Lanesboro EDA website after SMIF has approved it, as well as consider it for a new business packet to share with people considering locating their business in Lanesboro.
   c. **Workshops:** Marotzke reminded everyone of the AI and Marketing Workshop being held the next day (January 29) and facilitated by Val Lockhart from IgniteMN. There are 16 people registered. Additional discussion centered around workshop discussions, including Scott Taylor for financial emergency planning, Julie Kiehne for mentorship, Michael Boho for succession/transition planning, and Michael Seiler for marketing possibilities.

   Marotzke shared that she is working on a Scope of Work to hire a consultant who can work with businesses to plan for the Highway 250 reconstruction project in 2027. Members shared that they would like to have someone who has been through this type of project before and if possible, someone who is local to Lanesboro or at least familiar with small communities and small businesses. They also asked Marotzke to connect with the peer communities to see if there were specific businesses that would talk with similar businesses in Lanesboro for idea sharing.

Approved _____/26

B. **Business Education Program:** Marotzke provided an update for the Bluff Country Business Academy. Registration is live and open until February 9th. Anyone thinking of starting a business or wanting to increase their business knowledge is encouraged to register. The cost is $100, which will be refunded to participants who complete six of the eight sessions.

C. **TH250**: Administrator Walbridge was unable to attend the meeting, so no update was provided. The committee members are specifically interested in the beautification plan.

New Business

A. **Next Meeting Date:** The next meeting is scheduled for February 26th; however, Marotzke will be out of town that day. Member Maloney entered a motion to reschedule the meeting to February 23rd at 8:30 a.m. at Paddle On Coffee; Member Goetzke seconded the motion. Motion carried with all in favor.

B. **RCCIP**: Marotzke shared that Fillmore County EDA was accepted into First Children's Finance's Rural Child Care Innovation Program. This is a long-standing program that aims to assist communities who are experiencing child care challenges. While Lanesboro has a surplus of child care slots, there are areas of the county that need more slots. Marotzke has worked with this program in the past and will share information as it progresses. Allison Whalen is the main contact.

C. **Business Promotion Group**: Member Maloney shared that there have been ongoing discussions about the future of the Business Promotion Group. The group is made up of about half of the business owners in Lanesboro and is responsible for coordinating a list of activities throughout the year. The coordination takes a lot of time, and there is a desire to consider having a designated coordinator. It was suggested that the EDA could take over this group; however, Member Goetzke shared the concern that it would then become a public meeting, and it might not be as well received with city government taking it over. He is willing to consider bringing some ideas to the Chamber Board, including contracting with someone to be an event coordinator. It may include a request to the Lanesboro EDA Board to provide funding toward the cost of an event coordinator. Discussions will continue as this group has been very valuable to the success of the business community. The topic of empty buildings was also mentioned with the idea of looking for ways to help beautify them, so they are not distracting from the downtown aesthetic.

D. Pursuing new businesses to Lanesboro: In the interest of time, it was decided to move this topic to the next meeting.

The meeting was adjourned at 10:20 a.m.

Respectfully submitted,

Michelle Marotzke
EDA Director

Approved _____/26

Lanesboro Entrepreneurial Action Network (LEAN)
Regular Meeting Minutes
Wednesday, February 23, 2026 – 8:30 a.m.
Lanesboro City Council Chambers – 202 Parkway Avenue North

Members Present:

☒ Michael Seiler ☒ Joe Goetzke ☒ Kara Maloney ☒ Kathryn Wade ☐ Allie Palmer
☒ Lori Bakke ☒ Steve Harris (*ad hoc*) ☒ Ambrin Olson (*ad hoc*)

☒ EDA Director Michelle Marotzke ☐ City Administrator Mitchell Walbridge

Call to Order
Chair Seiler called the meeting to order at 8:32 a.m.

A. **Agenda Approval:** Member Maloney entered a motion to approve the agenda as amended; Member Bakke seconded the motion. Motion carried with all in favor.

B. **Approval of Minutes:** Member Wade entered a motion to approve the minutes of the January 28, 2026, meeting; Chair Seiler seconded the motion. Motion carried with all in favor.

Continued Business

A. REV Program
   a. **REV Financials:** Director Marotzke provided reimbursement forms and shared an update of the REV Financials. The current available balance is 10,875.73. The budget format was revised to match the City's fund report. Three workshops are budgeted for $600 each, and $3,500 is budgeted for a "Highway 250 Best Practices" workshop.
   b. **Workshops:** A workshop with Scott Taylor for Stress Budgeting has been confirmed for March 31st. Another workshop related to AI and SEO with Michael Seiler is in progress, and a final workshop for Business Succession and Transition planning is being considered. A recommendation was made to consider a workshop for communication/conflict. Marotzke will look into some resources for that.
   c. **SMIF Update:** SMIF is planning to sunset the REV program and replace it with a new program, to be determined. They will share more information as it is available.

B. **Business Education Program**
   a. Marotzke shared that there are 15 registrants for Bluff Country Business Academy. Classes start on March 9th and are held for 8 weeks.

C. **TH250**:
   a. **City update:** Administrator Walbridge was unable to attend the meeting but shared with Marotzke that the City Council approved the final layout of the project at a special meeting the prior Wednesday.
   b. **Business Strategy Workshop and 1:1 business coaching proposal:** Marotzke and Member Goetzke presented a proposal for professional services through Okapi Strategy. They met with owner Linda Mathiasen to discuss the proposal and expectations for this work and were comfortable with her level of knowledge about small business development and working through a major construction project. Marotzke informed the group that she also presented Julie Kiehne

Approved _____/26

with the Request for Proposal (RFP). Kiehne is able to provide excellent resources, which would be helpful for a consultant to tap into. Using the resources on our own is an option but would create a cobbled-together approach versus the focused work a consultant could provide. Marotzke will share the resources that Kiehne provided with the approved consultant and facilitate a conversation between the consultant and Kiehne as Kiehne has a great deal of experience with the city and its small business community. Member Wade entered a motion to approve the proposal with Okapi Strategy for the Deliverables; Member Bakke seconded the motion. Motion carried with all in favor. It was also agreed to have the workshop on April 16th.

D. **Business Promotion Group Discussion:** A proposal for this will be brought to the April EDA Board meeting.

New Business

A. **Next Meeting Date:** The next meeting is scheduled for March 26th at Paddle On Coffee & Make Emporium.

The meeting was adjourned at 09:09 a.m.

Respectfully submitted,

Michelle Marotzke
EDA Director

CITY OF LANESBORO

EDA March 2026

Fund Abbrev	Fund	Dept	Account Descr		Current Period	March 2026 Amt	2026 YTD Amt	2026 YTD Budget	%YTD Budget	Act Status
Expenditure										
EDAOPER	250	46500	E 250-46500-100	Wages and Salaries	March 2026	$0.00	$0.00	$900.00	0.00%	Active
EDAOPER	250	46500	E 250-46500-122	FICA	March 2026	$0.00	$0.00	$76.85	0.00%	Active
EDAOPER	250	46500	E 250-46500-136	MN Paid Leave	March 2026	$0.00	$0.00	$3.96	0.00%	Active
EDAOPER	250	46500	E 250-46500-210	Operating Supplies	March 2026	$0.00	$58.28	$500.00	11.66%	Active
EDAOPER	250	46500	E 250-46500-300	Professional Srvs	March 2026	$6,781.75	$6,824.23	$27,126.93	25.16%	Active
EDAOPER	250	46500	E 250-46500-445	EDA Project	March 2026	$2,225.00	$5,825.63	$5,000.00	116.51%	Active
EDAOPER	250	46500	E 250-46500-500	Capital Outlay	March 2026	$0.00	$0.00	$0.00	0.00%	Active
Revenue										
EDAOPER	250	46500	R 250-46500-36200	Miscellaneous	March 2026	$0.00	$75.00	$0.00	0.00%	Active
EDAOPER	250	46500	R 250-46500-36210	Interest Earnings	March 2026	$0.00	$22.35	$0.00	0.00%	Active
EDAOPER	250	46500	R 250-46500-39203	Transfer from Other	March 2026	$0.00	$0.00	$0.00	0.00%	Active
EDAOPER	250	46600	R 250-46600-31000	General Property	March 2026	$0.00	$252.21	$33,607.74	0.75%	Active

Fund	2026 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
10104 - F&M Bank EDA								
250 - EDA OPERATING	$61.95	$22.35		0	$0.00	$0.00	$84.30	In Balance
313 - Sparrow Valley Properties Abt	$6,489.53			0	$0.00	$0.00	$6,489.53	In Balance
620 - EDA Loan Funds Flexible	$1,030.80	$3,883.35	($1,315.10)	0	$0.00	$0.00	$3,599.05	In Balance
625 - EDA USDA Loan Funds	$42,136.84	$7,904.77	($20,000.00)	0	$0.00	$0.00	$30,041.61	In Balance
	$49,719.12	$11,810.47	($21,315.10)	$0.00	$0.00	$0.00	$40,214.49	

CLIENT	STATUS	Monthly Payment	BALANCE	Loan Maturity Date
Root River Adventure Arcade	On-Time	$510.70	$36,148.31	08/15/2032
Hotel Lanesboro	On-Time	$383.02	$ 21,229.68	01/01/2031
Driftless Trading Post	Past Due 2/1/26	$191.51	$ 9581.82	05/01/2030
Sparrow Valley Properties, LLC	Past Due 1/1/26	$773.73	$ 54,953.42	12/01/2032
Harvey High Court, LLC	On-Time	$510.70	$ 23,088.92	02/01/2030
Clara's Eatery	On-Time	$319.19	$ 12,042.77	06/01/2029
Paddle On Coffee	On-Time	$574.53	$ 16,803.85	09/01/2028
Junipers	On- Time	$638.37	$ 22,303.32	05/01/2029
Erwin	Write Off 2025 Audit		$ 1786.40	Write Off Audit
Golf Club	On-Time	$1534.61	$38,465.39	10/1/2032
Clara's 2025	On-Time	$383.02	$29,285.27	12/20/2032

Loan Balances as of 3/18/26

202 Parkway Avenue South | P.O. Box 333
Lanesboro, MN 55949
P:507-467-3722 | E: city@lanesboro-mn.gov
www.lanesboro-mn.gov

To: Lanesboro Economic Development Authority Board
From: Michelle Marotzke, Economic Development Director
Date: April 2, 2025

Housing

- I attended the Rochester Economic Summit on February 3rd, which yielded good conversations about housing in the "second tier" communities of Rochester.
- Representative Davids and Senator Miller have each received the Tax Increment Financing letter signed by EDA Board members. I discussed it with Representative Davids in my meeting with him on March 17th.

U.S. EDA Grant Opportunity

- The Preliminary Engineering Report (PER) bid for the floodproofing project was awarded to Bolton & Menk. They anticipate a 10-12 week timeline to complete this.
- The LMC Grant Navigator application will be revisited when we have the PER completed.

Revolving Loan Fund

- The Fillmore County Journal will be publishing information about financial programs throughout Fillmore County. We have submitted responses to their questions, so that may generate some interest.

LEAN and Rural Entrepreneurial Venture (REV) program

- Workshops
    - We held an AI and SEO workshop with Michael Seiler on March 18th. There were 8 attendees and one commented that it was the best training she has been to. There were a lot of useful tips to use right away.
    - A Stress Budgeting workshop with Scott Taylor will be held on March 31st.
    - The Business Strategy workshop for the Highway 250 project is scheduled for April 16th. Registration is open to businesses along the project corridor.
    - We are considering a Conflict Resolution workshop, as requested by the L.E.A.N. sub-committee.
- Administrator Walbridge and I are working with the University of Minnesota Extension to consider a graduate research student that could provide up to 20 hours of free assistance with developing communication plans for the Highway 250 project.
- Bluff Country Business Academy started on March 9th with 12 of the 15 registrants in attendance. Despite the weekend storm, we had 10 attendees in person on March 16th and 3 joined virtually.

Miscellaneous

- I attended EDAM's Day at the Capitol on March 17th and met with Representative Davids. Senator Miller was unable to meet due to the weather, so I left a packet of information and followed up via email. Topics discussed on behalf of Lanesboro include supporting programs for infrastructure (including the Bonding bill), removing the income limits on TIF projects in Greater Minnesota, the Non-Disclosure Agreement bill, and grant programs. A copy of EDAM's 2026 Legislative Priorities is included in the Board packet. Legislators were given a paper copy of the TIF letter from the Lanesboro EDA board that was emailed to them on February 2nd, 2026.

- The Fillmore County Rural Child Care Innovation Program will host a Town Hall on Tuesday, July 28th, at Fillmore Central High School. Anyone interested in helping to find childcare solutions is welcome to attend. Registration is required; a copy of the flyer is included in the Board packet.

Lanesboro Business Promotion Group (LBPG)
Paid Staff Support - EDA Consideration

Prepared for the April 2nd, 2026 EDA Meeting

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1. Lanesboro Business Promotion Group delivers community-wide economic impact

The Lanesboro Business Promotion Group (LBPG) is not simply promoting individual businesses. It leads signature community events and ongoing group coordination:

- Drive visitor spending and length of stay
- Strengthen the local tax base
- Support downtown vibrancy and public spaces
- Enhance overall quality of life for residents

These outcomes align directly with the EDA's economic development mission.

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2. LBPG efforts help generate measurable public revenue

- Lanesboro's **0.5% local sales tax generated $80,459 in 2023**, representing approximately **$16.1 million in taxable sales**
- These dollars help fund **street and infrastructure projects** that benefit the entire community
- LBPG-led signature events consistently coincide with high-volume sales periods for lodging, dining, retail, and services

A modest investment in LBPG helps protect and grow this public revenue stream.

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3. LBPG strengthens business recruitment and retention

- New business owners and prospective buyers consistently cite LBPG as a major reason they choose to open or purchase a business in Lanesboro
- LBPG provides an immediate, welcoming support network for new owners
- Strong collaboration improves long-term business viability and succession

Business recruitment is driven by confidence in the local ecosystem — not just available storefronts.

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4. Monthly collaboration improves the visitor experience

LBPG's regular meetings:

- Improve communication across businesses
- Align hours, promotions, and visitor messaging
- Reduce confusion and friction for visitors
- Create a more consistent, welcoming destination experience

A stronger visitor experience benefits residents, businesses, and the community as a whole.

5. The volunteer-only model has reached its limit

- LBPG has been sustained for over 30 years by a small core group of volunteer business owners
- The time and coordination required to execute events and facilitate collaboration is no longer sustainable on a volunteer-only basis
- Burnout and loss of continuity now pose a real risk to signature events and momentum

The challenge is capacity, not commitment.

Proposal: Support from the EDA would fund an event coordinator

- Approximately **15 hours per month** of paid coordination by an independent contractor which may or may not be be a current or previous member of LBPG
- Fundraising and sponsorship management
- Graphic design and publicity for each event
- Event execution and logistics
- Monthly meeting facilitation and communication

Estimated cost:

- **$35/hour × 15 hours/month ≈ $6,000 annually**

Local business support: Private investment remains central

- Annual event execution costs (**~$4,000**) are already covered largely by business sponsorships and donations
- Businesses will continue to invest financially and in-kind
- Public support would focus on **coordination capacity**, not event subsidies

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The return on investment is strong and disproportionate to cost

- A ~$6,000 annual investment is minimal compared to:
    - **$16.1 million in annual taxable sales**
    - The visitor spending generated during signature event weekends
    - The cost of losing downtown momentum or event continuity

From an EDA perspective, this represents a **high-leverage, low-risk investment**.

This aligns cleanly with the EDA's role and goals

Supporting the Lanesboro Business Promotion Group:

- Encourages business vitality and retention
- Protects and grows the tax base
- Supports placemaking and downtown health
- Complements, rather than duplicates, Chamber efforts

This is economic development in practice.

2025 Lanesboro Businesses Promotion Group In-Kind Volunteer Hours

Date	Event Name	Event Chair or Co-Chairs and tasks	Total Volunteer Hours
Valentine's weekend - Feb. 14-16, 2025	Lovebirds in Lanesboro*	Alison Leathers (Cottage House Inn) & Christina Evenson (Clara's Eatery) -get list of events, deals, specials, hours from Lanesboro area businesses -compile list and put on lanesboro.com -send list to Fillmore County Journal for full-page ad -create, print & post fliers around town -email fliers & social media posts to local businesses to print/post/help promote -Send Friday folder flier to school for them to put in grades K-6 Friday folders -Get Valentine's crafting supplies ready & put at event location -Staff crafting location on day of event -Set up and take down LED luminaries on Parkway Avenue	15
Mid-March - March 14-16, 2025	Cabin Fever Fest*	-Allie and Ryan Palmer (Root River Inn & Suites, Paddle On Coffee) co-chair this event -get list of events, deals, specials, hours from Lanesboro area businesses -compile list and put on lanesboro.com -send list to Fillmore County Journal for full-page ad -create, print & post fliers around town -email fliers & social media posts to local businesses to print/post/help promote -organize and plan a local artist market to be held at local businesses	15
April 25-26, 2025	Get Squirrely with Surly*	-High Court Pub organizes this event with other bars/businesses participating in town -LBPG helps by sponsoring the full-page ad in the Fillmore County Journal and making sure event details are on lanesboro.com and businesses post on social media	50
2nd Saturday in May - May 10, 2025	Spring Boutique & Business Crawl*	-Alison Leathers and co-chair plan this -get list of events, deals, specials, hours from Lanesboro area businesses -find and secure six local hand-made items vendors for Parkway Place, send then contact, collect $35 fee -compile list and put on lanesboro.com -send list to Fillmore County Journal for full-page ad	50

		-create, print & post fliers around town -email fliers & social media posts to local businesses to print/post/help promote -get prizes for bingo game from local businesses/orgs -create and print over 400 bingo cards for visitors to use on day of event and give to businesses/orgs on the card to hand out on event day -Make sure vendors are all set on event day and fees collected -create FB event and post about each vendor and business/org that is on the bingo card -at 4pm, draw names for prizes & contact winners to give them their prize	
Third Sat. in September - Sept. 20, 2025	Fall Boutique & Business Crawl and Fall Craft Beer & Wine Fest*	-Alison Leathers and co-chair plan this -get list of events, deals, specials, hours from Lanesboro area businesses -find and secure six local hand-made items vendors for Parkway Place, send then contact, collect $35 fee -compile list and put on lanesboro.com -send list to Fillmore County Journal for full-page ad -create, print & post fliers around town -email fliers & social media posts to local businesses to print/post/help promote -get prizes for bingo game from local businesses/orgs -create and print over 400 bingo cards for visitors to use on day of event and give to businesses/orgs on the card to hand out on event day -Make sure vendors are all set on event day and fees collected -create FB event and post about each vendor and business/org that is on the bingo card -at 4pm, draw names for prizes & contact winners to give them their prize	50
Sept. (typically 2nd Thurs.) for set up	Corn stalk decorations	-Cynthia & Peter Ruen (new grocery store) will help coordinate this in 2025 -find farmer who will grown 1/1000th acre of cornstalks and give to downtown for a small fee -coordinate with school FFA Advisor to plan day to put up cornstalks -LBPG volunteers put up fall garland and decorations after cornstalks are up -coordinate with City to plan a day for City staff to take down cornstalks (donated time from City) -distribute funds to farmer	45

First Sat. in Oct. - Oct. 4, 2025	Fall into Lanesboro*	-Alison Leathers is event chair -find & schedule local wagon rides provider for 11am-3pm on that day -recruit girl scouts or cheer team to volunteer time to staff crafting area at Parkway Place -secure donations for ~100 mini pumpkins for crafting activity -organize and put out craft supplies on date of event at Parkway Place -get list of events, deals, specials, hours from Lanesboro area businesses -compile list and put on lanesboro.com -send list to Fillmore County Journal for full-page ad -create, print & post fliers around town -email fliers & social media posts to local businesses to print/post/help promote -send flier to school to be put in K-6 grade Friday Folders	35
Halloween Oct. 31, 2025	Downtown Trick or Treating	-Laryssa Hanson at Merchant's Bank helps coordinate flier needs -printing of fliers on orange paper -remind businesses to print a flier for their window or get on at Merchant's Bank -print & bring handouts to school for Friday folders -businesses open doors for trick or treaters from 3-5pm on Oct. 31	4
Small Business Saturday in November - Nov. 29, 2025	Experience the Magic of Lanesboro	-Event co-chairs are Annie McCabe (Stone Mill) and Karen Heimdahl (Sylvan Brewing) -find & schedule local wagon rides provider -find & schedule local pony rides provider -secure kids crafting materials/snacks for Sons of Norway kids program -get list of events, deals, specials, hours from Lanesboro area businesses -compile list and put on lanesboro.com -send list to Fillmore County Journal for full-page ad -create, print & post fliers around town -email fliers & social media posts to local businesses to print/post/help promote -send flier to school to be put in K-6 grade Friday Folders -Find local Xmas tree and put at Parkway Place -Decorate Xmas tree and pots at Parkway Place -secure ornament hunt kid prizes and adult prizes -ask businesses to hide an ornament for ornament hunt	50

Dates around 12/31	New Year's Eve	-Event usually organized by Juniper's and High Court Pub -printing of fliers -ask businesses to co-op sponsor a Fillmore County Journal ad	20
All year	Parkway Place	-volunteers work with land owner to utilize the lot for events -land owner executes vendor rental agreements for two events each year and donates rental fees back to LBPG -Lanesboro businesses/organizations have their owners or staff volunteer all year to put up tents, take down tents, plant and water flowers, pick up trash, put up and take down the Xmas tree, etc. so Parkway Place can be used as a public gathering space and location for some of our events	50
All year	LBPG plans and executes a monthly meeting - 1st Thursday of the month from 8:30am-9:30 on zoom and at Paddle On Coffee	-Alison Leathers creates agenda & emails outs meeting email -Lori Bakke or volunteer posts meeting details on Facebook -Alison Leathers or another volunteer leads the meeting -volunteer takes notes -Alison Leathers emails out meeting notes & a few emails each month with business announcements, etc. -LBPG collaborates with EDA, City of Lanesboro, Lanesboro Area Chamber of Commerce, and Lanesboro Public Schools	200
		Total Volunteer Hours	**584**
		Total Value of Volunteer Hours (hours are valued at $25/hour)	**$14,600.00**

RURAL CHILD CARE INNOVATION PROGRAM

Fillmore County

presented by:

First Children's Finance

JOIN US TO LEARN MORE ABOUT THE DATA COLLECTED AND THE CHALLENGES OF CHILD CARE LOCALLY. HELP IDENTIFY INNOVATIVE SOLUTIONS TO SUPPORT THE LOCAL CHILD CARE WORKFORCE, AND THE CHILD CARE SHORTAGE IN FILLMORE COUNTY.

This event is free & dinner is included!

TUESDAY, JULY 28, 2026

Fillmore Central High School

Cafeteria

145 Main Ave South

Harmony,MN 55939

6:00pm - Dinner

6:30pm - Presentation

Register with the QR Code:

OR with the link:

Fillmore County Town Hall

Registration deadline is July 19th!

Funding provided by:

DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES

TAYLOR FAMILY FARMS FOUNDATION, INC.

SOUTHERN MINNESOTA INITIATIVE FOUNDATION