**Lanesboro EDA Board Meeting**
**Meeting Agenda**
**Thursday, September 3, 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. Minutes of the Special Meeting, June 11, 2026
b. Minutes of the L.E.A.N. Sub-Committee, May 28, 2026
c. Minutes of the L.E.A.N. Sub-Committee, June 25, 2026
d. June, July and August EDA Financials
**Motion**_____ **Second**_____

**Department Reports**
A. EDA Director Report
B. City Council/City Administration
C. Chamber of Commerce
a. Consider request of $1,000 for matching funds to SMIF Economic Development grant
**Motion**_____ **Second**_____
D. School Board

**Revolving Loan Fund**
A. Available Funds
B. Loans in repayment
C. Pending applications
D. USDA On-Site Review Recap

**Continued Business**
A. SMIF Rural Entrepreneurial Venture Program Update
B. Fillmore County Rural Child Care Innovation Program Update
C. Empowering Small Minnesota Cities Update - Highway 250 Project
D. Department of Commerce e-Bike Charging Station Grant Update

**New Business**
A. Consider Request of $2,500 for SMIF Small Town Grant Matching Funds
**Motion**_____ **Second**_____
B. Consider Approval of 2027 Budget
**Motion**_____ **Second**_____
C. Consider Approval of $500 toward Annual Holiday Decorating Contest
**Motion**_____ **Second**_____
D. Consider Appointment of EDA Board Member to SE MN Together Housing Empowering Small Minnesota Cities Project
**Motion**_____ **Second**_____
E. Consider Request of $1,500 toward Bluff Country Business Academy
**Motion**_____ **Second**_____

F. Department of Commerce Grant for Facility Review Award

**Next Meeting:** Thursday, October 1, 2026, at 10:45 a.m.

**Adjourn Regular Meeting**

**Lanesboro Economic Development Authority**
**Special Meeting Minutes**
**Thursday, June 11, 2026 – 10:45 a.m.**
**City Council Meeting Chambers**

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

**Staff:**
☒ Mitchell Walbridge (*remote*) ☐ Darla Taylor ☒ Michelle Marotzke

**Guests:** Joe Goetzke

**Call to Order:** Member Albrecht-Benson called the regular meeting to order at 10:46 a.m.

A. **Agenda Approval**: Member Tacke entered a motion to approve the agenda; Member Boho seconded the motion. Roll call taken and motion carried with all in favor.
B. **Public Comments**: No public comments were shared.
C. **Consent Agenda:**
    a. Minutes of the Regular Meeting, May 7, 2026
    b. Minutes of the L.E.A.N. Sub-Committee, April 23, 2026
    c. May EDA Financials

    Member Tacke entered a motion to approve the agenda; Member Boho seconded the motion. Roll call taken and motion carried with all in favor.

**Department Reports**
A. **EDA Director Report:**
    a. Director Marotzke shared information about the EDAM Conference, including the TigerPath program that Hutchinson has built. She also added that the SMIF Economic Development grant will open soon and that the City of Preston is planning to apply for the USDA Rural Business Development Grant to support two more cohorts of Bluff Country Business Academy.
B. **City Council/City Administration:** Administrator Walbridge shared that the city is 0/2 on state funding requests for the wastewater treatment plan project. However, he is still hoping for a favorable outcome of federal funding requests and will know sometime between July and September.
C. **Chamber of Commerce:** Executive Director Joe Goetzke shared an update about Chamber activities.
    a. The season is in full swing and the Rhubarb Festival was a hit with over 50,000 views on the Chamber's Facebook page.
    b. There are lots of videos on the Facebook page that are getting tens of thousands of views, thanks to a lot of fun activities happening in the community.
    c. The Chamber posts a weekly flyer with events and that has been received well.

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

**Revolving Loan Fund**
A. **Available Funds:** If the proposed loan to Village Depot is approved, there will be approximately $18,000 available between the two RLF funds.
B. **Loans in Repayment:** Presented in the financials. All accounts are current except for Sparrow Valley Properties (January through May due) and Driftless Trading Post (May and June due).

C. **Pending Applications:** Marotzke presented the proposal for Village Depot. This loan would provide $10,000 to assist with roof repairs to the building. The terms are 2% for 5 years. Collateral will be in the form of a mortgage on 117 Parkway Avenue North. After discussion, a motion to approve as presented was made by Member Boho; Member Tacke seconded the motion. Roll call was taken and motion carried with all in favor. This will be presented to the City Council at its July 6, 2026, meeting.

**Continued Business**

A. **SMIF Rural Entrepreneurial Venture Program Update:** The program is being changed by SMIF to be more peer-oriented. Marotzke will follow-up with Mary Athey at SMIF for details.
B. **Fillmore County Rural Child Care Innovation Program**: Marotzke shared that the provider appreciation on May 7th was well attended and the Town Hall on July 28, 2026, is open to anyone wishing to attend. There are four surveys available on the EDA webpage.

**New Business**

A. **EDA Director Vacancy:** Marotzke shared that she has been appointed the Interim City Administrator for Preston and will need to step down from the EDA Director position. She shared updates to the Job Description and Position Packet that she and Administrator Walbridge agreed on. Changes mostly related to enhancing the partnership between Lanesboro and Preston. Member Tacke recommended that the timeline be pushed out two weeks, so Marotzke will share that with the Preston City Council who has final authority. Member Albrecht-Benson entered a motion to approve the Job Description and Position Packet; Member Boho seconded the motion. Roll Call was taken and motion carried with all in favor.

   Marotzke requested that the Board appoint two people as hiring representatives. In the past, Chair Wade and Administrator Walbridge served in this capacity. Member Boho entered a motion to appoint Chair Wade and Administrator Walbridge to the hiring committee; Member Tacke seconded the motion. Roll Call was taken and motion carried with all in favor.

B. **Highway 250 Advisory Group:** Marotzke shared the creation of the Highway 250 Advisory Group as a part of the L.E.A.N. sub-committee. This is intended to be a "bottom-up" group with three working groups that will work on the topics of navigation, communication, and financial needs for the upcoming Highway 250 construction project. The working groups will be led by a L.E.A.N. sub-committee member and will have the ability to bring local business owners/residents to the working group, then bring ideas to the EDA Director and/or the City Administrator. The general business community can do projects and promotions on their own, as the city's role is to support them rather than tell them what to do for their business success. Member Tacke entered a motion to ratify the creation of the Highway 250 Advisory Group through the L.E.AN. sub-committee; Member Albrecht-Benson seconded the motion. Roll Call was taken and motion carried with all in favor.

C. **Vacant Building Ordinance:** The vacant building ordinance has been brought up in the past. Marotzke presented this as information and will start to gather information about what other cities do.

**Next Meeting:** Member Albrecht-Benson entered a motion to cancel the July 2, 2026, meeting; seconded by Member Tacke. Roll call was taken and motion carried with all in favor. The next regular meeting will be Thursday, August 6, 2026, at 10:45 a.m.

Member Albrecht-Benson adjourned the meeting at 11:21 a.m.

Respectfully submitted,

Michelle Marotzke
City of Lanesboro
Economic Development Director

Approved _____/26

**Lanesboro Entrepreneurial Action Network (LEAN)**
**Regular Meeting Minutes**
**May 28, 2026 – 8:30 a.m.**
**Lanesboro City Council Chambers**

**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 8:34 a.m.

A. **Agenda Approval:** Member Maloney entered a motion to approve the agenda; Member Wade seconded the motion. Motion approved with all in favor.

B. **Approval of Minutes:** Member Bakke entered a motion to approve the minutes of the April 23, 2026, meeting; Chair Seiler seconded the motion. Motion approved with all in favor.

**New Business**
There was no new business.

**Continued Business**
A. **REV Program**
   a. **REV Financials:** Marotzke provided reimbursement forms and shared an update of the REV Financials. After the workshop costs, there is approximately $4,800 available.
   b. **Workshops:** Marotzke provided a recap of the workshops to date and shared that the Conflict Management workshop is schedule for Tuesday, June 9th. Abbey Guggisberg from the University of Minnesota Extension will present and will add a layered focus to include the Highway 250 construction project and how conflict might be present through that process.
B. **Business Promotion Group Update:** An update is expected at the June meeting.
C. **TH250**:
   a. **City Update:** Administrator Walbridge was unavailable.
   b. **Empowering Small Minnesota Cities Application update:** Lanesboro's application to this program for mobility throughout the city during the Highway 250 project (and beyond) was approved to move to the next step. A small group of individuals has been selected to join the University of Minnesota staff for further conversation about the application. Representatives include Mayor Pearson, Administrator Walbridge, Director Marotzke, EDA Chair Wade, Member Palmer, Chamber Director Goetzke, Jeremy VanMeter with the Commonweal Theatre, and Rochelle Gathje from Lanesboro Public School. There was a concern mentioned about the timeline matching up with the project, which will be discussed at the meeting with Extension.
   c. **MnDOT Introduction and Update:** Cindy Morgan, Sheila Thoma, and Michael Dougherty from the Communications Team at MnDOT joined the meeting to give an overview of the scope of their work with the Highway 250 project.
   d. **Okapi Strategy Presentation:** Linda Mathiasen from Okapi Strategy presented a follow-up report from the workshop she facilitated for Lanesboro businesses on April 16, 2026.
   e. **Highway 250 Advisory Group Plan Proposal**: Marotzke clarified that the Advisory Group for the Highway 250 project is intended to be a streamlined way to move communication between

the city and the business community/residents/visitors rather than a micromanaged approach (bottom-up versus top-down). If the business community wishes to coordinate amongst themselves for promotions or other ideas, they can do that. Member Maloney entered a motion to adopt the Highway 250 Advisory Group Plan Proposal, seconded by Chair Seiler. Motion approved with all in favor.

**Miscellaneous:** There was discussion about flower baskets downtown and if that is a budgeted cost for the city. It was also asked if there is money to pay people to water the plants. Some ideas for people to water include Jonathan at the Chamber and interns with the Lanesboro Arts Center. Marotzke will follow up with Administrator Walbridge and Members Harris and Wade will discuss at the next Park Board meeting.

The next meeting is scheduled for June 25, 2026, at Paddle On Coffee & Makers Emporium at 8:30 a.m.

Motion made by Member Wade to adjourn the meeting at 09:35 a.m.

Respectfully submitted,

Michelle Marotzke
EDA Director

Approved _____/26

**Lanesboro Entrepreneurial Action Network (LEAN)**
**Regular Meeting Minutes**
**June 25, 2026 – 8:30 a.m.**
**Lanesboro City Council Chambers**

**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 (*remote*)

**Call to Order**
Chair Seiler called the meeting to order at 8:35 a.m.

A. **Agenda Approval:** Member Bakke entered a motion to approve the agenda; Member Palmer seconded the motion. Motion approved with all in favor.

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

**New Business**
A. **SMIF Grant Application:** Marotzke shared that the SMIF Economic Development Grant will be opening in July, so she will watch for information about that. This could be used for Highway 250 work like what Henderson, MN did in 2025.

**Continued Business**
A. **REV Program**
   a. **REV Financials:** Marotzke provided reimbursement forms and shared an update of the REV Financials. There is $5,800 unspent with $1,400 pending to be spent. The grant must be completed by June 30th. Marotzke will talk with SMIF to see what to do if we have less than $5,000 available. She believes they may be ok with letting us use those for ongoing efforts of the REV program. Funds could be used for another Conflict Resolution workshop, purchasing a digital projector for presentations, and other needs that are identified in the REV interviews to assist business owners.
   **b. Workshops:**
      i. The Conflict Management workshop with Extension was very well done. There were only four people in attendance plus the two instructors, but it would be worth having them come out again.
      ii. The One-on-One coaching sessions have been popular. Approximately 15 sessions were completed. This would be something to consider doing again in the future.
B. **Business Promotion Group Update:** No update
C. **TH250**:
   a. **City Update:** Administrator Walbridge shared that the City is in the final stretch of the bid package for the Highway 250 project. This includes infrastructure, personnel, and access managment.
   b. **Empowering Minnesota Small Communities application**: The small group met with Andi Sutton from the Regional Sustainable Development Partnership and Mary Vogel with Extension's Design Team to discuss the application and project scope. The information was well

received, and they had a good discussion about the uniqueness of this project. Decisions should be made by August on which applications are accepted.

c. **Highway 250 Advisory Group Leads**: There was further discussion about the Highway 250 Advisory Group. Marotzke clarified the role that the Highway 250 project plays in the scope of the L.E.A.N. sub-committee and that the Advisory Group is only intended to provide a clear communication path to the city and project management. It is not intended to guide business decisions or create any barriers to doing business activities. Chair Seiler agreed to lead the Communication and Navigation working groups with help from Member Wade. It was agreed to consider the Fundraising working group at the July meeting.

The next meeting is scheduled for July 23, 2026, at Paddle On Coffee & Makers Emporium at 8:30 a.m.

Motion made by Member Bakke to adjourn the meeting at 09:54 a.m.

Respectfully submitted,

Michelle Marotzke
EDA Director

# CITY OF LANESBORO

## EDA June 2026

| | Fund Abbrev | Fund | Dept | Account Descr | | Current Period | June 2026 Amt | 2026 YTD Amt | 2026 YTD Budget | %YTD Budget | Act Status |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Expenditure | | | | | | | | | | | |
| | EDAOPER | 250 | 46500 | E 250-46500-100 | Wages and Salaries | June 2026 | $0.00 | $0.00 | $900.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-122 | FICA | June 2026 | $0.00 | $0.00 | $76.85 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-136 | MN Paid Leave | June 2026 | $0.00 | $0.00 | $3.96 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-210 | Operating Supplies | June 2026 | $0.00 | $58.28 | $500.00 | 11.66% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-300 | Professional Srvs | June 2026 | $0.00 | $6,824.23 | $27,126.93 | 25.16% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-445 | EDA Project | June 2026 | $1,001.53 | $10,646.41 | $5,000.00 | 212.93% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-500 | Capital Outlay | June 2026 | $0.00 | $0.00 | $0.00 | 0.00% | Active |
| Revenue | | | | | | | | | | | |
| | EDAOPER | 250 | 46500 | R 250-46500-36200 | Miscellaneous | June 2026 | $150.00 | $675.00 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | R 250-46500-36210 | Interest Earnings | June 2026 | $0.00 | $52.73 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | R 250-46500-39203 | Transfer from Other | June 2026 | $0.00 | $0.00 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46600 | R 250-46600-31000 | General Property | June 2026 | $18,892.52 | $19,144.73 | $33,607.74 | 56.97% | Active |

| Fund | 2026 Begin Balance | Receipts | Disbursements | Transfers | Journal Entries | Payroll Jes | Balance | |
|---|---|---|---|---|---|---|---|---|
| **10104 - F&M Bank EDA** | | | | | | | | |
| 250 - EDA OPERATING | $61.95 | $52.73 | | 0 | $0.00 | $0.00 | $114.68 | In Balance |
| 313 - Sparrow Valley Properties Abt | $6,489.53 | | ($4,368.43) | 0 | $0.00 | $0.00 | $2,121.10 | In Balance |
| 620 - EDA Loan Funds Flexible | $1,030.80 | $8,265.42 | ($8,729.20) | 0 | $0.00 | $0.00 | $567.02 | In Balance |
| 625 - EDA USDA Loan Funds | $42,136.84 | $18,337.73 | ($35,901.00) | 0 | $0.00 | $0.00 | $24,573.57 | In Balance |

| CLIENT | STATUS | Monthly Payment | BALANCE as of 6/23/26 | Loan Maturity Date |
|---|---|---|---|---|
| Root River Adventure Arcade | On-Time | $510.70 | $34,763.41 | 08/15/2032 |
| Hotel Lanesboro | On-Time | $383.02 | $ 19,807.10 | 01/01/2031 |
| Driftless Trading Post | Past-Due 5/1/26 | $191.51 | $ 8996.52 | 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 | $ 21,670.94 | 02/01/2030 |
| Clara's Eatery | On-Time | $319.19 | $ 11,143.19 | 06/01/2029 |
| Root River Inn and Suites | On-Time | $574.53 | $ 15,161.26 | 09/01/2028 |
| Junipers | On- Time | $638.37 | $ 20,498.73 | 05/01/2029 |
| The Scoop | On-Time | $1529.87 | $18,786.05 | 12/01/2032 |
| Golf Club | On-Time | $1534.61 | $37,086.75 | 10/1/2032 |
| Clara's 2025 | On-Time | $383.02 | $27,939.14 | 12/20/2032 |
| Bluffscape Amish Tours | 7/17/26 1st due | $385.61 | $22,000.00 | 06/17/2031 |

# CITY OF LANESBORO
## EDA July 2026

07/24/26 1:15 PM

| | Fund Abbrev | Fund | Dept | Account Descr | | Current Period | July 2026 Amt | 2026 YTD Amt | 2026 YTD Budget | %YTD Budget | Act Status |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Expenditure | | | | | | | | | | | |
| | EDAOPER | 250 | 46500 | E 250-46500-100 | Wages and Salaries | July 2026 | $0.00 | $0.00 | $900.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-122 | FICA | July 2026 | $0.00 | $0.00 | $76.85 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-136 | MN Paid Leave | July 2026 | $0.00 | $0.00 | $3.96 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-210 | Operating Supplies | July 2026 | $0.00 | $58.28 | $500.00 | 11.66% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-300 | Professional Srvs | July 2026 | $6,781.75 | $13,605.98 | $27,126.93 | 50.16% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-445 | EDA Project | July 2026 | $2,023.85 | $12,670.26 | $5,000.00 | 253.41% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-500 | Capital Outlay | July 2026 | $0.00 | $0.00 | $0.00 | 0.00% | Active |
| Revenue | | | | | | | | | | | |
| | EDAOPER | 250 | 46500 | R 250-46500-36200 | Miscellaneous | July 2026 | $75.00 | $750.00 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | R 250-46500-36210 | Interest Earnings | July 2026 | $0.00 | $63.83 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | R 250-46500-39203 | Transfer from Other | July 2026 | $0.00 | $0.00 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46600 | R 250-46600-31000 | General Property | July 2026 | $0.00 | $19,144.73 | $33,607.74 | 56.97% | Active |

| Fund | 2026 Begin Balance | | Receipts | Disbursements | Transfers | Journal Entries | Payroll JEs | Balance |
|---|---|---|---|---|---|---|---|---|
| **10104 - F&M Bank EDA** | | | | | | | | |
| 250 - EDA OPERATING | $61.95 | $63.83 | | 0 | $0.00 | $0.00 | $125.78 | In Balance |
| 313 - Sparrow Valley Properties Abt | $6,489.53 | | ($4,368.43) | 0 | $0.00 | $0.00 | $2,121.10 | In Balance |
| 620 - EDA Loan Funds Flexible | $1,030.80 | $9,844.83 | ($8,729.20) | 0 | $0.00 | $0.00 | $2,146.43 | In Balance |
| 625 - EDA USDA Loan Funds | $42,136.84 | $33,858.74 | ($45,901.00) | 0 | $0.00 | $0.00 | $30,094.58 | In Balance |
| | $49,719.12 | $43,767.40 | ($58,998.63) | $0.00 | $0.00 | $0.00 | $34,487.89 | |

| CLIENT | STATUS | Monthly Payment | BALANCE as of 7/24/26 | Loan Maturity Date |
|---|---|---|---|---|
| Root River Adventure Arcade | On-Time | $510.70 | $34,289.84 | 08/15/2032 |
| Hotel Lanesboro | On-Time | $383.02 | $ 19,457.73 | 01/01/2031 |
| Driftless Trading Post | Past-Due 5/1/26 | $191.51 | $ 8996.52 | 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 | $ 21,193.49 | 02/01/2030 |
| Clara's Eatery | On-Time | $319.19 | $ 10,844.76 | 06/01/2029 |
| Paddle On Coffee | On-Time | $574.53 | $ 14,610.82 | 09/01/2028 |
| Junipers | On- Time | $638.37 | $ 19,891.81 | 05/01/2029 |
| The Scoop | On-Time | $1529.87 | $18,786.05 | 12/01/2032 |
| Golf Club | On-Time | $1534.61 | $35,751.29 | 10/1/2032 |
| Clara's 2025 | On-Time | $383.02 | $27,605.11 | 12/20/2032 |
| Bluffscape Amish Tours | On-Time | $385.61 | $21,694.02 | 06/17/2031 |

# CITY OF LANESBORO

## EDA August 2026

| | Fund Abbrev | Fund | Dept | Account Descr | | Current Period | August 2026 Amt | 2026 YTD Amt | 2026 YTD Budget | %YTD Budget | Act Status |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Expenditure | | | | | | | | | | | |
| | EDAOPER | 250 | 46500 | E 250-46500-100 | Wages and Salaries | August 2026 | $0.00 | $0.00 | $900.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-122 | FICA | August 2026 | $0.00 | $0.00 | $76.85 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-136 | MN Paid Leave | August 2026 | $0.00 | $0.00 | $3.96 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-210 | Operating Supplies | August 2026 | $0.00 | $58.28 | $500.00 | 11.66% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-300 | Professional Srvs | August 2026 | $40.00 | $13,645.98 | $27,126.93 | 50.30% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-445 | EDA Project | August 2026 | $0.00 | $13,320.26 | $5,000.00 | 266.41% | Active |
| | EDAOPER | 250 | 46500 | E 250-46500-500 | Capital Outlay | August 2026 | $0.00 | $0.00 | $0.00 | 0.00% | Active |
| Revenue | | | | | | | | | | | |
| | EDAOPER | 250 | 46500 | R 250-46500-36200 | Miscellaneous | August 2026 | $0.00 | $825.00 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | R 250-46500-36210 | Interest Earnings | August 2026 | $0.00 | $72.23 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46500 | R 250-46500-39203 | Transfer from Other | August 2026 | $0.00 | $0.00 | $0.00 | 0.00% | Active |
| | EDAOPER | 250 | 46600 | R 250-46600-31000 | General Property | August 2026 | $0.00 | $19,144.73 | $33,607.74 | 56.97% | Active |

| Fund | 2026 Begin Balance | Receipts | Disbursements | Transfers | Journal Entries | Payroll JEs | Balance | |
|---|---|---|---|---|---|---|---|---|
| **10104 - F&M Bank EDA** | | | | | | | | |
| 250 - EDA OPERATING | $61.95 | $72.23 | | 0 | $0.00 | $0.00 | $134.18 | In Balance |
| 313 - Sparrow Valley Properties Abt | $6,489.53 | | ($4,368.43) | 0 | $0.00 | $0.00 | $2,121.10 | In Balance |
| 620 - EDA Loan Funds Flexible | $1,030.80 | $10,959.31 | ($8,729.20) | 0 | $0.00 | $0.00 | $3,260.91 | In Balance |
| 625 - EDA USDA Loan Funds | $42,136.84 | $36,255.96 | ($45,901.00) | 0 | $0.00 | $0.00 | $32,491.80 | In Balance |
| | $49,719.12 | $47,287.50 | ($58,998.63) | $0.00 | $0.00 | $0.00 | $38,007.99 | |

| CLIENT | STATUS | Monthly Payment | BALANCE as of 8/26/26 | Loan Maturity Date |
|---|---|---|---|---|
| Root River Adventure Arcade | On-Time | $510.70 | $33,830.60 | 08/15/2032 |
| Hotel Lanesboro | On-Time | $383.02 | $ 19,108.82 | 01/01/2031 |
| Driftless Trading Post | Past-Due 5/1/26 | $191.51 | $ 8996.52 | 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 | $ 20,722.27 | 02/01/2030 |
| Clara's Eatery | On-Time | $319.19 | $ 10,543.39 | 06/01/2029 |
| Paddle On Coffee | On-Time | $574.53 | $ 14,060.31 | 09/01/2028 |
| Junipers | On- Time | $638.37 | $ 19,289.41 | 05/01/2029 |
| The Scoop | On-Time | $1529.87 | $18,786.05 | 12/01/2032 |
| Golf Club | On-Time | $1534.61 | $35,751.29 | 10/1/2032 |
| Clara's 2025 | On-Time | $383.02 | $27,265.96 | 12/20/2032 |
| Bluffscape Amish Tours | On-Time | $385.61 | $21,413.41 | 06/17/2031 |
| Village Depot | On-Time | $175.28 | $9869.18 | 07/15/2031 |

CITY OF Lanesboro

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: September 3, 2025

**Housing**

- Southeast Minnesota Together has been accepted into the University of Minnesota's Empowering Small Minnesota Communities (ESMC) program to work on regional housing solutions. We will request that an EDA Board member be appointed to represent Lanesboro. A copy of the letter is included in the packet.

**Revolving Loan Fund**

- The USDA audit on 8/7 went well. There were two recommendations for file maintenance: ensure that we have a reporting method for business visits and request updated financial statements annually. The business visits have been done on a casual observation basis but should be recorded for ongoing monitoring. A spreadsheet has been created to track the visits, and a form letter has been created to be sent to all USDA RLF borrowers in mid-December with follow-up in mid-April (after tax season). Insurance, UCC filings, and payments are tracked appropriately, and files are well-kept. The building review was excellent with the only finding being to ensure that bathroom plumbing is insulated. A copy of the letter is included in the packet.

**LEAN and Rural Entrepreneurial Venture (REV) program**

- Empowering Small Minnesota Cities project – Mitchell and I met with the UMN team on August 20th to review the process and goals.
- The City of Preston has received notice that its USDA grant application to facilitate two cohorts of Bluff Country Business Academy has been awarded. The grant will cover the cost of instructors from Rochester CTE program and local experts. We will request $1,500 in funding from each of the Preston and Lanesboro EDAs to assist with additional expenses such as rental space, snacks, and supplies. It is expected to follow the same format as the pilot class with eight three-hour sessions; however, RCTC will provide instruction for five sessions (down from six). The remaining three sessions will be provided by local experts on a variety of business-related topics.

**Miscellaneous**

- The SMIF Small Towns grant was submitted for the purpose of providing community meals and entertainment during the 2027 street project. A copy of the application is included in the packet. We will request $2,500 as matching funds for the project if it is selected.
- The City of Lanesboro's application to the Minnesota Department of Commerce for a facilities review grant of $20,000 was approved. This funding will be used to hire a consultant to review city-owned facilities and develop a report identifying opportunities for energy use improvements.
- It's time to start preparing for the Annual Holiday Decorating Contest! More information in the packet and a request for $500 will be made to fund the program.

USDA

United States Department of Agriculture

**Rural Development**

110 Buchanan St N
Cambridge, MN 55008

Voice 763.689.3354
Fax 855.804.4097

8/11/2026

City of Lanesboro
Michelle Marotzke
202 Parkway Ave S Lanesboro, MN 559

RE: Servicing Visit & Compliance Review

Dear Michelle,

Thank you for meeting with me on Friday, August 7, 2026. The purpose of the visit was to review the City of Lanesboro's facilities and assess loan compliance for the city's revolving loan fund (RLF), which is supported in part by Rural Business Development Grants. During the visit, we discussed the history and current status of the RLF, toured your facility to assess civil rights and ADA compliance, and reviewed Ultimate Recipient (UR) loan files for Make Fine Dreams, LLC (dba Clara's Eatery) and the Lanesboro Golf Course, followed by visits to both businesses.

The City of Lanesboro has a strong track record of sound lending to local businesses, and we appreciate your continued commitment. Please continue that success as you follow the RLF lending plan and program regulations, and ensuring borrower files remain current.

Moving forward, as noted in your ADA compliance, please make sure bathroom pipes are insulated to protect them from contact. Regarding loan files, continue updating project information as necessary—including jobs and loan details—and submitting the fund report within 30 days after the end of the federal fourth quarter. For servicing and monitoring of existing loans, conduct UR site visits at least annually and establish a formal schedule for such visits within the next 30 days. Please also continue promoting the RLF and ensure it is marketed inclusively to all segments of the population.

Lastly, as a new person will be overseeing the RLF, please ensure they are familiar with, and adhere to, the City's lending plan, UR servicing and monitoring, and Rural Development grant requirements, including establishing their LINC access for project updates and annual reporting.

If you have any questions, feel free to contact me at 763-333-2807 or david.tracy@usda.gov.

Sincerely,
Dave Tracy

Dave Tracy
Rural Business Specialist

USDA is an equal opportunity provider, employer, and lender.

Preston

CITY OF Lanesboro

# PUBLIC E-BIKE CHARGING SURVEY

Preston and Lanesboro are exploring installing public e-bike charging stations and want to hear from you. Whether you ride regularly or are simply interested in the future of biking in our communities, your feedback will help guide where potential chargers are installed and how the program is developed.

1. Scan the QR code using your phone
2. Let us know what you think
3. Keep an eye out for future updates!

# Application

## Organization Profile

### Organization Name

City of Lanesboro

### Department (when applicable)

EDA

### AKA (when applicable)

### Tax ID

41-6005308

### Street 1

202 Parkway Ave S

### Street 2

PO Box 333

### City

Lanesboro

### State

MN

### Postal Code

55949-0333

### Organization Email

### Phone

507-467-3722

### Website

https://lanesboro-mn.gov/

### Organization Mission/Description

**Primary Contact for Organization**
**First Name:** Mitchell
**Last Name:** Walbridge
**Job Title:** City Administrator
**Email Address:** mwalbridge@lanesboro-mn.gov
**Phone Number:** 5074673722

## Eligibility Checklist

>
- **Are you a 501(c)(3), unit of government, public agency, or have a fiscal agent?** *
<

Yes

>
- **Does the community being served have a population of 10,000 or under?** *
<

Yes

>
- **Will this grant support:** *
- **individuals, businesses, or other for-profit organizations**
- **general operating expenses and expenses not directly related to the project -Â**
- **programs or services mandated by law**
- **routine maintenance**
- **campaigns or endowments (If you answer yes to any of these questions, you will not be eligible to apply for the Small Town Grant.)**
<

No

>
- **Watch introductory video:** *
<

Yes

**Small Town Grant Introductory Video**

# I. Applicant Information

## Primary Contact

**Primary Contact First Name***

Michelle

**Primary Contact Last Name***

Marotzke

**Title***

Economic Development Director

**Email Address***

lanesboroeda@prestonmn.gov

## Applicant Organization

**Organization Name***

City of Lanesboro

**Tax ID #**

41-6005308

**Address Line 1***

202 Parkway Ave S

**Address Line 2**

PO Box 333

| City* | State* | Zip Code* | County* | Telephone* | Business Email* |
|---|---|---|---|---|---|
| Lanesboro | MN | 55949-0333 | Fillmore | 507-467-3722 | lanesboroeda@prestonmn.gov |

**Tax Status***

Unit of Government

**Do you have a Project Contact person that is different from the Primary Contact?**

No

# III. Project Description

**Impacted Community Name***

Lanesboro

**2020 Census Community Population***

724

**Project Type***

New Initiative

**Project Title***

Community Hospitality & Meal Project

**Brief Project Description**

The Community Hospitality & Meal Project will host monthly community meals during the 2027 Highway 250 reconstruction, bringing together residents, visitors, local businesses, volunteers, and construction workers in a welcoming, informal setting. The project will strengthen relationships, foster goodwill, and reduce the "us versus them" mentality that can develop during major infrastructure projects, while showcasing the hospitality and community spirit that define our town.

**SMIF Counties and/or Native Nation served:**

- [ ] Select All
- [ ] Blue Earth
- [ ] Brown
- [ ] Dodge
- [ ] Faribault
- [x] Fillmore
- [ ] Freeborn
- [ ] Goodhue
- [ ] Houston
- [ ] Le Sueur
- [ ] Martin
- [ ] Mower
- [ ] Nicollet
- [ ] Olmsted
- [ ] Prairie Island Indian Community
- [ ] Rice
- [ ] Sibley
- [ ] Steele
- [ ] Wabasha
- [ ] Waseca

- [ ] Watonwan
- [ ] Winona

IV Narrative

**A. What goals are you hoping to achieve? (A shared vision, agreed milestones, and a common goal are all necessary for successful collaboration).**

The proposed project aims to strengthen community connections throughout the 2027 Highway 250 reconstruction by hosting monthly community meals that bring together residents, visitors, local businesses, volunteers, and construction workers. These shared meals will create opportunities for meaningful conversations, relationship-building, and mutual understanding during a period of significant disruption.
The project seeks to foster a welcoming environment that reduces the "us versus them" mentality that can develop during major construction projects. By encouraging positive interactions outside of the worksite, the community can build trust with the construction workforce, recognize their contributions, and promote a shared sense of investment in the project's success.
In addition to strengthening social connections, the meals and entertainment will help maintain community morale during a difficult construction project, support local businesses by encouraging continued visitation, and reinforce the small-town hospitality that defines our community. Ultimately, the project will leave a lasting legacy of collaboration, demonstrating that even during challenging infrastructure projects, a community can come together to support one another and create positive experiences for everyone involved.
Each event will also include a brief, informal progress report about the project. This information is expected to put residents and visitors at ease by knowing what is going to happen next with the project, including where access points to downtown businesses will be throughout the summer.

**B. Briefly describe what SMIF grant funds will be spent on.**

SMIF grant funds will be spent on entertainment and local food vendors to provide monthly community meals. Entertainment will include local music artists for 2-3 hours of entertainment. The vendors will include local restaurants and food trucks. Tickets valued at $10 will be provided to construction workers first, and then to community members on a first-come first-served basis. We expect to market the event through the city's utility bills and local efforts to ensure community members have adequate access to tickets.
All activities will be held in Sylvan Park. Backup locations will be identified based on the food vendor.

**C. Who is part of your team? (Team member names not necessary. Community collaboration is required. Describe why these key individuals and organizations will be key to success and how their participation will add value. Examples: church, school, city government, nonprofit)**

The City of Lanesboro will lead the project. Team members include the Lanesboro Area Chamber of Commerce and Tourism, the Lanesboro EDA, and the Lanesboro Entrepreneurial Action Network (a subcommittee of the EDA consisting of the Lanesboro City Administrator, 6 business and community members and 2 ad-hoc members including a Lanesboro High School student representative).

**D. Why is this project important to your community and what will be the impact of your work or project in your community? (Share insights on how this project materialized. Describe why this work is important and what change you will create or influence because of this work.)**

The 2027 Highway 250 reconstruction will be one of the most significant infrastructure projects our community has experienced in decades. While the completed project will improve transportation and aging underground infrastructure, the construction period will temporarily disrupt travel, businesses, and daily life. In a small tourism-based community, these challenges can create frustration and an unintended divide between residents, visitors, and the construction crews working to improve our community.
The Community Hospitality & Meal Project will proactively build relationships during this period by hosting monthly meals that bring together residents, visitors, business owners, volunteers, and construction workers in a welcoming, informal setting. Sharing a meal creates opportunities for meaningful conversations, builds trust, and reminds everyone that they are working toward the same goal—a stronger community.
Community leaders who have experienced similar projects have found that construction workers who feel welcomed are more likely to support local businesses, participate in community life, and become ambassadors for the community long after the project is complete. Likewise, residents and visitors have opportunities to ask questions, share concerns, and build understanding through personal interactions rather than complicated formal processes.
The project's impact extends beyond the meals. It will strengthen community connections, encourage continued support of local businesses, promote volunteer engagement, and foster a positive, collaborative atmosphere throughout construction. Interactions between the public and the contractor crews are an opportunity for the public, residents, and business owners to better understand the project. By investing in relationships alongside infrastructure, we will help ensure the Highway 250 project leaves behind not only an improved roadway, but also a stronger, more connected community.

**E. How will you define success? (Describe the team's expectations of what will happen.)**

Success will be defined by the strength of the relationships and community engagement created throughout the Highway 250 reconstruction project. We will measure success through both participation and community impact.
Key indicators of success include:
Consistent attendance by residents, construction workers, volunteers, and visitors at each monthly meal.
Participation from local businesses, civic organizations, and volunteers in hosting or supporting meals.
Positive feedback from attendees indicating that the events helped foster connections, improve communication, and create a welcoming atmosphere.
Increased patronage of local businesses by construction workers during the project.
A collaborative community environment that minimizes the "us versus them" mentality often associated with major construction projects.
Ultimately, success means that community members and construction workers know one another by name rather than by role. If the Highway 250 reconstruction is remembered not only for the improvements to the roadway but also for the way the community came together to support one another during a challenging time, the project will have achieved its goal.

**F. How will your project result in a more welcoming community or additional sense of belonging? Does this project include groups in your community that are often overlooked? (Consider ethnicity, race, gender, age, disabilities, military status, socioeconomic status. Share how you plan to include and/or impact a broad make up of people to execute your project or initiative)**

This project creates a more welcoming and inclusive community by providing a shared space where residents, visitors, local businesses, volunteers, and construction workers can connect over a meal in an informal, relaxed setting. Rather than interacting only through traffic delays, construction zones, or public meetings, participants will have the opportunity to build personal relationships based on conversation, shared experiences, and the universal connection that comes from sharing food. These positive interactions help foster goodwill, strengthen trust, and create a greater sense of belonging for everyone involved.

The project also recognizes groups that can easily be overlooked during a major construction project. Construction workers are often viewed only in the context of their work, yet they become temporary members of the community for many months. By intentionally welcoming them, we demonstrate that they are valued members of the community while they are here.

At the same time, the project acknowledges the importance of our year-round residents. As a tourism destination, community resources and attention are often focused on supporting visitors and businesses during the busy season. With construction occurring during this same period, residents may feel that their needs and experiences are secondary. By ensuring that community members have access to meal tickets and are encouraged to participate, the project reinforces that residents are a priority and that their patience and resilience during construction are appreciated.

Ultimately, the project creates opportunities for people who might not otherwise interact to come together as neighbors, rather than as residents, visitors, or workers. The result is a stronger sense of community, greater understanding among different groups, and a welcoming environment that extends beyond the duration of the Highway 250 reconstruction project.

**G. How many people are you expecting to impact?**

There will be six meal events, one each month starting in April and concluding in September. There could be up to 50 contractors/construction workers at each event, and up to 100 additional tickets would be given out. For those who do not receive a ticket, they are able to purchase meals on their own so we would plan for 200-250 people per event. It is estimated that up to 1,000 people could be impacted.

**H. What is your plan to sustain or continue your project beyond the 12-month timeframe of the Small Town Grant? (Project sustainability is a requirement)**

The Highway 250 Community Meals Project is designed to support the community during the 2027 reconstruction period, with grant funding providing the resources needed to launch and coordinate the initiative. While the monthly meals are tied to the duration of the construction project, the relationships and partnerships established through the program are intended to have a lasting impact.

The project will also strengthen collaboration among the Chamber of Commerce, local organizations, businesses, and residents, creating a network that can continue to support community-building activities long after construction is complete. Lessons learned from the project—including volunteer coordination, sponsorship opportunities, and event logistics—will be documented so they can be used for future community engagement efforts.

Although the monthly meals are expected to conclude with the completion of the Highway 250 reconstruction, the spirit of hospitality, partnership, and community connection fostered through the project will continue to benefit the community. The relationships built during this initiative will help create a stronger, more resilient community that is better prepared to come together during future opportunities and challenges.

## V. Budget

**Enter whole numbers only, no commas or decimals (ex. 10000). Enter '0' for none.**

### A. Total Project Cost:

**A1. Total Project Cost: $**
**The total cost of competing your project, including both cash expenses and in-kind contributions.***

19700

### B. Project funding sources: Cash and In-Kind Funding

**B1. Cash already secured (In-Hand): $***

0

**B2. Project cash expected but not yet received: $**
**(enter '0' for none, do not include your SMIF Grant Request)***

2500

>
• **If you have pending funding, when do you expect to receive it?** *
<

The request will be made to the Lanesboro EDA Board at its September 3, 2026, meeting.

**B3. SMIF Grant Request Amount (up to $10,000): $***

10000

**B4. Estimated value of donated goods and services: $**
**(Examples include donated materials, supplies, equipment, or professional services.)***

0

**B5. Estimated value of volunteer time: $**
**(Estimate the value at $36.14/hr that volunteer labor contributed to the project.)***

0

**B6. Estimated value of other In-Kind contributions: $**
**(Examples include donated meeting space, administrative support, or other non-cash resources.)***

7200

## C. Cash match requirement - Grant requests require a cash match or in-king value equal to at least 25% of the amount requested from SMIF.

**C1. Do you have the required 25% cash or in-kind match available? (See note below.)***

No

>
- **If no, when do you expect to have it in-hand?** *

<

The request will be made to the Lanesboro EDA Board at its September 3, 2026, meeting.

### Cash Match Example

If you request $10,000 from SMIF, you must **provide at least $2,500 in cash or in-kind** as your required match. Your total project cost would therefore be at least $12,500. You do not need have the cash match available when your apply, but it must be secured before grant funds can be released.

### D. Budget Review

This section is automatically calcuated to help verify your budget.

**D1. Total Cash Funding (B1 + B2 + B3): $**

12500

**D2. Total In-Kind Support (B4 + B5 + B6): $**

7200

**D3. Total Project Resources (D1 + D2): $**

19700

**D4. Does Total Project Resources (D3) equal Total Project Cost (A1)***

Yes

## Letter(s)/Email(s) of Support

Attach 1-2 letter(s) or email(s) of support from partner organization(s). Letters should not come from the applicant, project contact or fiscal agent. We are looking for buy-in and support for your project.

*Do not include more than 1 letter/email of support per PDF.*

**Letter/email of support***

SMIF Small Towns Grant Lanesboro 2026 LOS.pdf

**Letter/email of support**

No file selected

## Application Submittal

| Submitted by* | Title* | Submit Date* |
| --- | --- | --- |
| Michelle Marotzke | Economic Development Director | 08/13/2026 |

# SMIF Small Towns Grant Lanesboro 2026 LOS.pdf

Lanesboro
Area Chamber of Commerce

August 13, 2026

Dear SMIF Small Towns Grant Review Committee:

On behalf of the Lanesboro Area Chamber of Commerce, I am pleased to support the City of Lanesboro's application to the Southern Minnesota Initiative Foundation Small Towns Grant program for community meals and gatherings during the 2027 Highway 250 reconstruction project.

The reconstruction will bring months of construction-related disruption, including changes in access, traffic patterns, and day-to-day activity for residents, businesses, and visitors. These gatherings will provide an opportunity to build positive relationships between the community and construction workforce, recognize the crews' contributions, and maintain a spirit of cooperation throughout the project.

They will also serve an important communication role by giving residents, businesses, and visitors informal updates on construction progress, upcoming work, and access to downtown businesses. From the Chamber's perspective, that communication—along with continued opportunities to gather downtown and support local food and entertainment providers—will be especially valuable during the construction season.

We believe this project is a thoughtful way to strengthen community morale, support local businesses, and reinforce the welcoming spirit that defines Lanesboro. The Lanesboro Area Chamber of Commerce strongly supports the City's application.

Sincerely,

Joe Goetzke
Executive Director
Lanesboro Area Chamber of Commerce

| Account | Status | Description | Budget 2027 | Budget 2026 | Budget 2025 | 2025 Total | 2024 Budget | 2024 Total | 2023 Budget | 2023 YTD |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | EDA | | | | | |
| E 250-46500-100 | Active | Wages and Salaries (GENERAL) | $ 900.00 | $ 900.00 | $ 900.00 | $ 645.00 | $ 900.00 | $ 600.00 | $ 540.00 | $ 570.00 |
| E 250-46500-122 | Active | FICA | $ 76.85 | $ 76.85 | $ 69.00 | $ 49.36 | $ 90.00 | $ 45.91 | $ 54.00 | $ 43.61 |
| E 250-46500-210 | Active | Operating Supplies (GENERAL) | $ 500.00 | $ 500.00 | $ 500.00 | $ 446.98 | $ 12,500.00 | $ 14,179.95 | $ 500.00 | $ 37,216.44 |
| E 250-46500-300 | Active | Professional Srvs (GENERAL) | $ 27,553.32 | $ 27,092.81 | $ 15,963.15 | $ 22,957.40 | $ 15,203.00 | $ 15,202.00 | $ 14,479.00 | $ 14,479.00 |
| E 250-46500-445 | Active | EDA Project Development Funds | $ 5,000.00 | $ 5,000.00 | $ 5,000.00 | $ 8,097.75 | $ 5,000.00 | $ 750.00 | $ 5,000.00 | $ - |
| E 250-46500-500 | Active | Capital Outlay (GENERAL) | $ 1,000.00 | $ - | $ 10,000.00 | $ 1,196.91 | $ - | $ - | $ - | $ - |
| | | | **$ 35,030.17** | **$ 33,569.66** | **$ 32,432.15** | **$ 33,393.40** | **$ 33,693.00** | **$ 30,777.86** | **$ 20,573.00** | **$ 52,309.05** |

| Account | Status | Description | Budget 2027 | Budget 2026 | Budget 2025 | 2025 Total | 2024 Budget | 2024 Total | 2023 Budget | 2023 YTD |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | EDA | | | | | |
| R 250-46500-36200 | Active | Miscellaneous Revenues | | $0.00 | $0.00 | $7,300.00 | $ 750.00 | $ 22,408.37 | $ - | $ 17,012.50 |
| R 250-46500-36210 | Active | Interest Earnings | | $0.00 | $0.00 | $61.95 | $ - | $ - | $ - | $ - |
| R 250-46500-39203 | Active | Transfer from Other Fund | | $0.00 | $0.00 | $0.00 | $ - | $ - | $ - | $ - |
| R 250-46600-31000 | Active | General Property Taxes | $ 35,030.17 | $33,569.66 | $32,432.15 | $32,346.55 | $ 33,693.00 | $ 33,152.34 | $ 20,573.00 | $ 20,420.80 |
| | | | **$ 35,030.17** | **$ 33,569.66** | **$ 32,432.15** | **$ 39,708.50** | **$ 34,443.00** | **$ 55,560.71** | **$ 20,573.00** | **$ 37,433.30** |

UNIVERSITY OF MINNESOTA
Driven to Discover

Twin Cities Campus

Minnesota Design Center
College of Design

1425 University Avenue S.E.
Room 255
Minneapolis, MN 55414

August 25, 2026

Dear Community Members,

I'm happy to share that Southeast MN Together's housing-focused application was accepted by University of Minnesota to move forward with support from the Empowering Small Minnesota Communities (ESMC) program.

Our ESMC team is looking forward to working with you and Nancy Zaworski, our as part of the proposal by S.E. Minnesota Together partner, to address the affordable housing challenges and opportunities in your community.

I'm writing to let you know a bit more about what involvement in this project would look like and to see if you still want to be one of the participating Southeast MN communities.

**Please read below and let me know by email (tfisher@umn.edu) by September 15, if you are still interested in participating in the upcoming year.**

We plan to have an introductory presentation about the project on a Zoom call from 9:30 to 11:30 am on Thursday, October 1st. At that meeting, we will have an introductory presentation of the work that we have done so far and after the meeting, we will give you the material that we have gathered for you and your community to consider. Members of the ESMC team as well as S.E. MN Together will then schedule in-person meetings this Fall to talk about how we can help you move your ideas about this forward.

As one of the communities in this project, you will receive - or be involved in - the following:

- Attendance at the launch event, where we will introduce the project as well as summarize the research to date
- Access to the menu of housing strategies that our team has put together for your community to consider
- A research-based analysis of your community, focused on your housing needs and opportunities
- A half-day site visit in October or November with UMN team members to meet you and understand more about your housing questions, needs and opportunities
- Participation in regular zoom or in-person meetings addressing housing-innovation ideas and shared strategies

- Development of a housing strategy specific to your community, including design deliverables (research materials, reports, etc.)

For participating communities, we ask that you select one to two people as the primary participants, who would join the introductory meeting, help to coordinate the fall site visit, and join 1-to-1.5 hour zoom meetings, which will happen approximately monthly between September 2026 and June 2027. Our team follows the needs and ideas that come up as projects progress, so it is quite possible that work together would extend beyond June. We expect to be in close conversation with you about pacing and expectations throughout, especially if the project timeline extends beyond June, to ensure that our process continues to suit your availability and needs.

We expect the outline of our work together to look something like this:

- Fall:
  - Initial meetings (launch meeting and ½ day site visits) and background research focused on local housing concerns, hopes, ideas and opportunities
- Winter:
  - Research, discussion and ongoing alignment around individual and regional strategies and opportunities
- Spring
  - Development of community-specific strategies and approaches to answer housing questions; concrete recommendations for pathways and actionable next steps

- Possible Year 2 opportunities
  - Support from UMN for implementation of some of the pathways you have identified

The ESMC team will consist of me and Harlan Buckalew from the UMN Minnesota Design Center and Andi Sutton from the UMN Extension Southeast Regional Sustainable Development Partnership and possibly Megan Tucker from the UMN Humphrey School of Public Affairs. Our project lead with primary contact with SE MN Together will be Nancy Zaworski. We will share our contact information at the first, introductory meeting and you should feel free to reach out to any of us if you have questions.

Sincerely,

Sincerely,



Thomas Fisher
Professor and Director