

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
FEBRUARY 25, 2016**

1. CALL TO ORDER

Ruppert called the meeting to order at 7:03 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

Prigge, Zellner, Furrer, Ruppert, Rivers and Daleiden

MEMBERS ABSENT:

Duban

STAFF PRESENT:

City Administrator Joel Erickson

OTHERS PRESENT:

None

2. AGENDA

Ruppert said the agenda went through 7C and asked if there were any additions, deletions or corrections to the agenda. A motion was made by Furrer and seconded by Prigge to approve the agenda as presented. Vote for: Prigge, Zellner, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 6-0. Motion carried.

3. APPROVAL OF THE MINUTES FROM THE JANUARY 21, 2016 REGULAR

Ruppert asked if there were any additions, deletions or corrections to the minutes. A motion was made by Daleiden and seconded by Furrer to approve the minutes of the January 21, 2016 regular meeting. Vote for: Prigge, Furrer, Ruppert, Rivers and Daleiden. Against: None Abstained: Zellner Vote 5-0-1. Motion carried.

4. CONSIDER APPROVAL OF THE JANUARY 2016 TREASURER'S REPORT AND MONTHLY BILL(S)

Erickson said January had a beginning balance of \$205,936.78, revenues of \$634.97 and expenses of \$831.30 for an ending balance of \$205,740.45. Ruppert asked if anyone had any questions. A motion was made by Daleiden and seconded by Prigge to approve the January 2016 Treasurer's Report and monthly bill(s). Vote for: Prigge, Zellner, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 6-0. Motion carried.

5. OLD BUSINESS

a. Review of the City's Website

Erickson reviewed the banners for each section of the website. The consensus of the Board was that they looked good. Furrer asked if the City would be notifying residents of the new website on the utility bill. Erickson said there is not space on

the bill for the notification. The Board discussed ways to get the word out about the new website.

b. Comprehensive Plan Update Follow Up

Erickson said what was enclosed in the packet was a draft of the economic development chapter, which included information from the last EDA meeting. He said he had several changes to be made and if anyone else did, to let him know and he would get them to Jo Foust.

6. NEW BUSINESS

a. Discuss a Proposed EDA Commercial Rehabilitation Program Grant

Erickson said this has been discussed at the last several meeting. He said he was looking for input from the Board because the grant program is essentially the same as the loan program, with the exception of the grant aspect. He said he believes only the grant will be applied for and asked for input on how to make the grant program different from the revolving loan program. Erickson said the Small Cities Grant program funds improvements to the exterior, health/safety and energy efficiency items. He asked how much of the EDA funds would be allocated to the program and what the maximum grant amount should be. He also asked if the grant program would be citywide or for a specific area of town, similar to the Small Cities grant program.

Discussion focused on: the grant program making an immediate visual impact; the applicant demonstrating a need to do something; accomplishing the goal/purpose of the grant program; getting the word out about the program; having two grant programs – one for exterior improvements/code violations/health and safety improvements and the second for business expansion to include equipment purchase and building expansions. To determine interest in the program, Erickson suggested tailoring it after other grant programs that have a specified application period and a project completion date and program end date. The Board requested Erickson bring drafts of each grant program to the March EDA meeting.

b. Update on Scheduling and Selection of Businesses for Business Retention & Expansion Visits in March

Erickson said he contacted Blue Eagle Properties and Advanced Resource Manufacturing regarding BRE visits. He said Blue Eagle has gotten back to him and they are flexible and just need to see when several board members are available. The Board members said March 10th or 11th at 7:00 or 8:00 am. Erickson said he would verify the date and time with them.

7. OTHER BUSINESS

a. Additional Items to be Discussed

Reminder – LACC Showcase – March 5, 2016 at TCU Lonsdale Elementary School

b. Additional Items to be Discussed

Erickson said Steve Perry, owner of three properties on Main St. was present and asked if he would like to discuss anything with the Board. Perry said he attended the meeting to provide the Board with an update on the buildings he owns. He said he purchased the South Forty building initially for his maple syrup business but when the City said he could not live on the main level, he purchase the building to the north so he could live on the second floor. With the improvements that needed to be made to both buildings to cook maple syrup, he purchased the Mystic Pizza building because it had a kitchen that was operational. The Board asked Perry what his timeline is because the most complaints/concerns about Main St. are vacant buildings. Perry said he does the work himself, so he could not give a specific timeline. Erickson said staff received a call regarding the pile of concrete to the rear of his newest building and the fact it has been there for a while and needed to be cleaned up. Perry said because he does the work himself, the cost for a dumpster was expensive. He said the construction debris shows that someone is doing something downtown. Erickson said the concrete needs to be removed or a dumpster brought to the site and cleaned up. Rivers asked Perry based on the conversation held earlier in the meeting regarding a grant program, if it was appealing to him. Perry said probably not because the works needs to get done in the end. The Board thanked Perry for attending and informing them on what was going on.

c. Items for the March 2016 Agenda

The Board requested review of proposed grant programs and Business Forum be placed on the February 2016 agenda.

8. ADJOURNMENT

A motion was made by Furrer and seconded by Zellner to adjourn the meeting at 8:27 am. Vote for: Prigge, Zellner, Furrer, Ruppert, Rivers and Daleiden. Against: None
Vote 6-0. Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator