

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
JUNE 18, 2015**

1. CALL TO ORDER

Furrer called the meeting to order at 7:05 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

Prigge, Furrer, Ruppert, Rivers and Daleiden

MEMBERS ABSENT:

Zellner and Lieske

STAFF PRESENT:

Joel Erickson, City Administrator

OTHERS PRESENT:

None

2. AGENDA

Furrer said the agenda went through 7B asked if there were any additions, deletions or corrections to the agenda. A motion was made by Rivers and seconded by Prigge to approve the agenda as presented. Vote for: Prigge, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 5-0. Motion carried.

3. APPROVAL OF THE MINUTES FROM THE MAY 21, 2015 REGULAR

Furrer asked if there were any additions, deletions or corrections to the minutes. A motion was made by Daleiden and seconded by Prigge to approve the minutes of the May 21, 2015 regular meeting. Vote for: Prigge, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 5-0. Motion carried.

4. CONSIDER APPROVAL OF THE MAY 2015 TREASURER'S REPORTS AND MONTHLY BILL(S)

Erickson said May had a beginning balance of \$223,879.49, revenues of \$516.35 and expenses of \$10,467.02 for an ending balance of \$213,928.82. He said the bill(s) paid in May totaled \$10,467.02. Erickson said there was one bill paid June 15, 2015. Furrer asked if anyone had any questions. A motion was made by Daleiden and seconded by Prigge to approve the May 2015 Treasurer's Report and monthly bill(s). Vote for: Prigge, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 5-0. Motion carried.

5. OLD BUSINESS

- a. Consider a Funding Request Submitted by the Rice County Small Business Development Center

Erickson said this item was discussed at the last meeting. He said he requested additional information and reviewed the email provided in response. He said it is a good organization and valuable service provided to businesses but recommended denial of it. Daleiden said in the past the EDA has provided funding. Rivers said he would like to know specifics such as if the businesses are home based or existing and the amount of capital raised. The Board held general discussion on the request. They questioned the benefit to Lonsdale and that businesses should tell the EDA if they have used the program and if it was beneficial or not. Ruppert said it would be beneficial to know a business owners perspective on the program. A motion was made by Daleiden and seconded by Ruppert to deny the funding request submitted by the Rice County Small Business Development Center. Vote for: Prigge, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 5-0. Motion carried.
- b. Update on the EDA Business Forum

Erickson said the proposed presentation was included in the packet for review and comments. The Board discussed holding a Q & A after the presentation, providing sheets for attendees to take notes, establishing a message of a partnership/cooperative effort between the EDA and businesses and this events is potentially the first of several. The Board also discussed what the next steps would be. Potential next steps included: increased communication with the business community, establishing a vision, marketing, review of financial incentives and soliciting input.

6. NEW BUSINESS

- a. Development of an Action Plan to Achieve the EDA's Mission and Goals

Erickson said this was discussed at the last meeting and that the Economic Development chapter of the City's Comprehensive Plan, the Revolving Loan Fund Policy, Streetscape Plan and zoning districts were included in the packet. He said much of what was discussed at the last meeting has been done and based on the Business Forum may need to be updated. Rivers said the business community needs to see the EDA is active and progressive. Prigge said the Board needs to determine how funding decisions will be made. Rivers asked for examples of funding decision success stories. The Board agreed this will be an ongoing agenda item.
- b. Discuss Becoming a Community Venture Network (CVN) Regional Member with the Cities of Faribault and Northfield

Erickson said he was approached by the City of Faribault regarding a "regional" membership to CVN and reviewed what CVN was. The Board discussed the benefits of a membership to CVN and said it would be discussed in greater detail during the 2016 budget process.

- c. Bruce Lieske's Letter of Resignation from the Economic Development Authority
Furrer said that Bruce Lieske has submitted his letter of resignation from the EDA because he and his wife are moving. A motion was made by Daleiden and seconded by Prigge to accept Bruce Lieske's letter of resignation from the EDA. Vote for: Prigge, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 5-0. Motion carried.

7. OTHER BUSINESS

- a. Additional Items to be Discussed
Daleiden asked if it was known how many people have downloaded the Lonsdale APP. He suggested there be more publicity of it on the City's website and newspaper.
- b. Items for the July 2015 Agenda
The Board requested the following item be on the July agenda: (1) 2016 budget; (2) election of officer(s); (3) the Economic Development section of the City's Comprehensive Plan, the EDA's Revolving Loan Fund and beginning discussions on goals moving forward based on the Business Forum.

8. ADJOURNMENT

A motion was made by Daleiden and seconded by Ruppert to adjourn the meeting at 8:30 am. Vote for: Prigge, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 5-0. Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator