

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
JULY 21, 2016**

1. CALL TO ORDER

Ruppert called the meeting to order at 7:00 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

Prigge, Zellner, Ruppert, Furrer and Daleiden

MEMBERS ABSENT:

Duban and Rivers

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 Daleiden and seconded by Zellner to approve the agenda as presented. Vote for: Prigge, Zellner, Ruppert, Furrer and Daleiden. Against: None Vote 5-0. Motion carried.

3. APPROVAL OF THE MINUTES FROM THE JUNE 16, 2016 REGULAR MEETING AND THE JULY 12, 2016 SPECIAL MEETING

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 June 16, 2016 regular meeting and the July 12, 2016 Special Meeting. Vote for: Prigge, Zellner, Ruppert, Furrer and Daleiden. Against: None Vote 5-0. Motion carried.

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

Erickson said June had a beginning balance of \$203,982.95, revenues of \$1,032.70 and expenses of \$413.17 for an ending balance of \$204,602.48. He said there were no bills to be paid in July. Ruppert asked if anyone had any questions. There were no questions. A motion was made by Daleiden and seconded by Zellner to approve the June 2016 Treasurer's Report and monthly bill(s). Vote for: Prigge, Zellner, Ruppert, Furrer and Daleiden. Against: None Vote 5-0. Motion carried.

5. OLD BUSINESS

a. Update on the EDA Equipment Grant Program

Erickson reviewed the program requirements. He asked the Board if the intention was to provide a total of \$50,000 for program funding or for each individual project. Furrer said if it is \$50,000 per project, the EDA funds would be wiped out. The Board agreed the program should be kept vague. Erickson said he has a hard time recommending approval of the program to the City Council with up to \$50,000 allocated to each project. Daleiden requested staff review the information for grammatical errors.

b. Consider Approval of a Lonsdale Economic Development Authority Rehabilitation Grant Program Application Submitted by Fredrickson Properties, Inc.

Erickson reviewed the application submitted by Fredrickson Properties, Inc. for improvements to the building located at 108 Main St. N. He said all of the information has been provided except the bids for the work proposed to be completed. He said the request is for \$10,000. This item was tabled until the next meeting because bids were not submitted by the applicant.

c. Consider Approval of a Lonsdale Economic Development Authority Rehabilitation Grant Program Application Submitted by Gerald Zabinski

Erickson said the applicant is proposing to remove the existing cedar siding, fascia and soffit and replace it with steel siding, fascia and soffit. The Board agreed this would be a good project and an improvement to the building. The Board agreed it was good to see interest in the program. A motion was made by Prigge and seconded by Zellner to approve the application submitted by Gerald Zabinski with the EDA providing up to 50% of the project cost. Vote for: Prigge, Zellner, Furrer, Ruppert and Daleiden. Against: None Vote 5-0. Motion carried.

6. NEW BUSINESS

a. Discuss the EDA's 2017 Budget / Goals for 2017

Erickson said the City Council has begun the 2017 budget process. He said the main expense / project of the EDA in 2016 was the updated City website. He said revenues are limited for the EDA. The consensus of the Board was to begin thinking about the 2017 budget for the next meeting.

7. OTHER BUSINESS

a. Business Retention & Expansion Visits

Erickson said he contacted CarQuest and they are interested in participating in the B.R.&E. program but July did not work. He said he scheduled them for August. Prigge said she met Tom Davis, the owner of CusTom- Design, a relatively new business to town located on Florida St. SE and suggested contacting him regarding doing a B.R.&E. visit. The Board recommended visiting the following businesses: Midwest Cryogenics, Lonsdale Packaging, R&L Woodcraft, DM Cabinet and Design and BME Tool.

b. Additional Items to be Discussed

Ruppert asked if there were any additional items to discuss. Ruppert asked for an update on the July 12, 2016 Special Meeting. Specifically, the loan request by Whitney Land Holding Company, LLC. Erickson said the Board reviewed the additional information requested and motioned to recommend approval of the loan to the City Council. Ruppert said there might be a chance the EDA could end up owning the building because the projections show the business breaking even.

Furrer asked if all of the planters were planted. Erickson replied yes.

Erickson said that Cushman Wakefield has been going to businesses in the area and providing information to each on the Business Park. He said they are also leaving information on the site at businesses that allow it on their bulletin boards.

b. Items for the August 2016 Agenda

The Board requested the Main Street Flower Planter Contest and the 2017 EDA budget be on the August agenda.

8. ADJOURNMENT

A motion was made by Zellner and seconded by Prigge to adjourn the meeting at 7:42 am. Vote for: Prigge, Zellner, Furrer, Ruppert and Daleiden. Against: None Vote 5-0. Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator