

Approved 9/1/22

Lanesboro Economic Development Authority
Regular Meeting
Thursday, August 4, 2022 at 10:30 a.m.
Via Zoom and In Person Council Chambers

Present: Phil Dybing, Cathy Enerson and Joe Goetzke

Absent: None

Visitors: Jonathon Lavine, Michael Seiler, Alexandra Kvenvold, Andrej Zalasinski, and Bonita Underbakke.

1. **Call To Order:** Member Dybing called the Regular Meeting of the Lanesboro Economic Development Authority to order at 10:30 a.m.
2. **Agenda:** Member Goetzke motioned to approve the agenda as presented. Member Dybing seconded the motion. Motion carried with all in favor.
3. **Welcome Guests:** No comments were shared.
4. **Approval of the Consent Agenda:** Member Goetzke motioned to approve the Consent Agenda items. Member Dybing seconded the motion. Motion carried with all in favor.
 - a. June 29, 2022 EDA Minutes
 - b. Financial Reports
5. **City Business:**
 - a. **Council Reps/City Administrator/Planning and Zoning:** Member Goetzke noted that the Interim Loan Program was approved by the Council. The Council was also provided an update on the Street and Utility Improvement projects as well as reviewed ordinances for Liquor and Tobacco licensing. Finally the Council called for a Public Hearing to consider the Tax Abatement Request for Sparrow Valley Properties. Michael Seiler reported that the Planning & Zoning Commission has approved a rezoning request, however denied two petitions to vacate the Public Right of Ways. A request to install a picture on the side of a building downtown was also received, members noted that a conditional use permit should be considered. Administrator Peterson shared that a Public Hearing and Special Meeting of the Planning & Zoning Commission will be held Monday, August 15, 2022.
 - b. **Chamber:** Chamber Director Zalasinski reported they are working on the fall and winter event in Lanesboro. Additionally, the distribution of the maps and guides is going very well.
 - c. **School Board:** Director Enerson noted that she has forwarded Childcare grant information from DEED to school representatives, although had not heard back.
6. **Revolving Loan:**
 - a. **New Loan & Tax Abatement Request - Pfeffer:** Member Goetzke shared appreciation for the summary information provided by Mike Bubany. The City Council approved calling for a Public Hearing in order to consider the tax abatement request. Additionally the Council approved completion of the application for financing through MiEnergy and Dairyland Power.

7. Old Business:

- a. **Housing and Business start-up resource sheets:** Information to be shared on the new Liveability page.
- b. **Livability Website Tab:** Recent updates have been made to the Liveability tab which will be posted on the Business Promotion Facebook page.
- c. **L.E.A.N. Meeting:** Compeer Financial and Southern Minnesota will be visiting Lanesboro to better understand the benefit of the REV program. Tentatively the date is set for August 26 from 9-10:30 a.m.
- d. **Welcome Baskets:** Work continues to create the baskets. If possible baskets could be given out at the welcome week this fall.
- e. **USDA reimbursement request:** Enerson will be requesting funding for Clara's Eatery. Additionally it was noted that one year has surpassed since the original funding of the grant from the USDA and therefore a letter should be submitted to extend the time frame to disburse the funds. Member Goetzke motioned to approve submitting the letter. Member Dybing seconded the motion. Motion carried with all in favor.
- f. **Strengthening Rural Communities Grant:** Work continues, discussion to be continued.

8. New Business:

- a. **Tax abatement - Housing Infill Project, Lamon:** The application for Rick Lamon's housing development is pending as they work towards submitting the preliminary plat for review.
- b. **Tax abatement City Capacity:** Director Enerson noted that there is a maximum annual amount the City can provide abatement for. Additional information is available upon request.
- c. **EDA Brochure:** Member Goetzke motioned to approve Kelly Printing to print 200 brochures, as well as authorize \$75 for design expenses. Member Dybing seconded the motion. Members noted a desire to stay with local providers to create the brochures. Motion carried with all in favor.
- d. **Parking Ordinance for Business District:** Director Enerson shared a variety of ordinances from other communities that provided detailed information on parking specifically in a downtown area. The idea is that looking ahead to future developments, the Zoning Commission may want to consider amending the current ordinance. Enerson will work to consolidate the information, to help the EDA board provide a recommendation to the Planning & Zoning Board.
- e. **Community Cooperative:** Member Goetzke shared his desire to investigate the opportunity that a Community Investment Cooperative could have in Lanesboro as an Economic Tool. Member Goetzke will reach out and find out details including potential expenses to host a community meeting to learn more about this opportunity, this information will be shared at the next meeting. Members noted a potential date for the community meeting of October 19, 2022.
- f. **New Grant Opportunities:** Enerson reviewed the grant opportunities outlined in the Directors Report.

9. Directors Report: Director Enerson reviewed the report as well as highlighted a conference opportunity that she felt would be beneficial to attend.

10. Other:

- a. **Beautiful Something Loan Status:** The loan is currently one month past due. If no payment is received prior to next month, the board will be provided with options for corrective action.

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- b. President:** Member Goetzke motioned to appoint Member Dybing as the President of the EDA. Member Dybing seconded the motion. Motion carried with all in favor.
- c. Wayfinding Sign:** Member Dybing announced that the sign installation is complete and has noticed it being utilized already. He has ordered a thicker replacement cork for what was originally installed.

Adjournment: Member Dybing motioned to adjourn the meeting at 11:59 a.m. Member Goetzke seconded the motion. Motion carried with all in favor.

Next Meeting: Thursday, September 1, 2022 at 10:30 a.m.

Respectfully Submitted,
Michele Peterson, MCMC
City Administrator/Clerk