

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
APRIL 16, 2020**

1. CALL TO ORDER

Prigge called the meeting to order at 7:05 am said the meeting was being held electronically due to the ongoing State of Emergency and health pandemic in accordance with Minnesota State Statute §13D.021.

MEMBERS PRESENT:

Rasmussen, Daleiden, Pelava, Benninghoff, Prigge, Furrer and Rivers

MEMBERS ABSENT:

None

STAFF PRESENT:

City Administrator Joel Erickson

OTHERS PRESENT:

None

2. AGENDA

Prigge asked if there were any additions, deletions or corrections to the agenda. A motion was made by Furrer and seconded by Rivers to approve the agenda. Vote for: Rasmussen, Daleiden, Benninghoff, Prigge, Furrer and Rivers; Against: None; Vote 6-0. Motion carried.

3. APPROVAL OF THE MINUTES FROM THE FEBRUARY 20, 2020 MEETING AND THE MARCH 19, 2020 MEETING

Prigge asked if anyone had any additions, deletions or corrections to the minutes. A motion was made by Benninghoff and seconded by Furrer to approve the minutes from the February 20, 2020 meeting and the March 19, 2020 meeting. Roll Call Vote for: Rasmussen, Daleiden, Benninghoff, Prigge, Furrer and Rivers; Against: None; Vote 6-0. Motion carried.

Pelava attended the meeting at 7:10 am.

4. CONSIDER APPROVAL OF THE FEBRUARY AND MARCH 2020 TREASURER'S REPORTS AND MONTHLY BILL(S)

Erickson said February had a beginning balance of \$92,582.91, revenues of \$1,572.60 and expenses of \$1,400.87 for an ending balance of \$92,754.64 between the two accounts. He summarized the revenue and expenditure detail. Erickson said March had a beginning balance of \$92,754.64, revenues of \$1,753.77 and expenses of \$1,152.80 for an ending balance of \$93,355.61 between the two accounts. Furrer asked where the additional \$181.17 came from. Erickson said he just realized there was a difference and would need to follow up with the City Treasurer. A motion was made by Daleiden and seconded by Benninghoff to approve the February and March 2020 Treasurer's Reports and bill(s). Roll Call Vote for:

Rasmussen, Daleiden, Pelava, Benninghoff, Prigge, Furrer and Rivers; Against: None; Vote 7-0. Motion carried.

5. OLD BUSINESS

a. Update on the Taste of Lonsdale Revolving Loan Default

Erickson provided the EDA with a status update and said the City Attorney has the documents ready to be filed with the court, which is the next step prior to serving the foreclosure notice on Otto's. He said the City Attorney has been informed the court is shut down but he plans to contact the judge to see if a teleconference hearing can be scheduled. Furrer asked what the foreclosure process is. Erickson said the City needs to obtain a court order, serve it on Otto's which begins the six month redemption period and if not cured then, a Sheriff's sale of the property will take place.

b. Update on the Business Retention & Expansion Program

Prigge said due to COVID-19, the program has been put on hold and hopes the program can start back up in May. She said she continues to receive interview packets from the interviews conducted prior to COVID-19. Rivers said it would be interesting to see the survey responses from a business pre/post COVID-19. Prigge said the U of M said the same thing and is working to update their surveys to account for that. Pelava questioned how much the answers would change since most of the questions focus on City resources. Benninghoff also said the U of M is working on other survey instruments to gauge the effects of COVID-19 and also that going forward, interviews can be conducted by one person instead of two to accommodate schedules and the possibility to still practice physical distancing. Pelava suggested providing the new COVID-19 survey questions to businesses that have already been interviewed. Furrer asked if interviews could be done via zoom given people seem to have more time now than previously. Rivers said this would not be a good time and negatively affect survey responses. The consensus of the Board was to keep the program on hold until after COVID-19. Rivers said the City of Montgomery sent out a survey to take the temperature of businesses and the effects of COVID-19. Prigge asked what questions would be asked if the EDA did a similar survey. Rivers said he was not sure but that it would be nice to know what other businesses are doing to cope with COVID-19. The Board held general discussion on conducting a survey. Rasmussen suggested social media be utilized to communicate with businesses and comments not be allowed to prevent people from trolling the site. Prigge said this has been discussed in the past and not pursued because people do not have the time to manage the site. The EDA agreed a survey would be a good idea. Erickson said he could coordinate with the Chamber as he has done since the beginning of COVID-19 and asked the Board what questions they wanted to ask. The Board said the questions should be:

1. Is your business open?
2. If so, what are your hours of operation?
3. Have you had to lay employees off?
4. Have you utilized any of the Federal/State assistance programs?
5. Do you know the process to access/utilize any of the assistance programs?
6. Do you need assistance accessing any of the assistance programs?

6. NEW BUSINESS

a. Implementation of 2020 Goals

Erickson said this was discussed at the last meeting and partnership on construction of a building in the Lonsdale Business Park was added to the EDA's goals for 2020. He asked how the EDA wanted to work towards achieving the state goals. Prigge said the goals are similar to prior years and are good. Rivers summarized his recommended goal for increasing available space in Lonsdale and/or business incubator. Prigge said based on discussion from the last meeting, the City would not build the building. Rivers said the City/EDA would participate somehow and that having attractive space available is a critical goal of the EDA. Prigge said the City cannot even build a police facility due to a lack of public support let alone a building built on speculation. Rasmussen suggested the EDA market the Business Park in the metro area such as on a billboard. Erickson provided the history on the EDA trying to obtain permission/permits for a billboard adjacent to I-35. Rivers said having space available is more important than marketing.

Daleiden left the meeting at 8:00 am.

Prigge provided a summary of the EDA's current and past broker for land in the Business Park and marketing videos. Furrer asked if the commercials were still running without sports being played. Erickson said no, the contract terminated last October. Erickson asked what information he could provide the EDA to keep moving forward on a partnership for construction of a building in the Business Park. Prigge said some type of policy regarding pricing should be determined. Rivers said given the economic outlook, the City should look to recoup its costs on the backend through property taxes.

b. Discuss COVID-19

Prigge asked if there was anything specific to go over. Erickson said this was discussed thoroughly earlier in the meeting. Pelava said the emails are becoming like spam, in that the same email is being sent by multiple agencies. Erickson said he took the role of providing the Chamber with any information he received regard financial assistance due to COVID-19 so he was not sending emails out and the Chamber was sending the same ones. This way, there is one location, the Chamber's website, that businesses could access for assistance along with email blasts.

7. OTHER BUSINESS

a. Additional Items to be Discussed

There were no additional items discussed by the Board.

b. Items for the May 2020 Agenda

The Board requested the following items on the January agenda: (1) Taste of Lonsdale, (2) Business Retention & Expansion Program Update; (3) Marketing and (4) Business Park Building partnership

8. ADJOURNMENT

A motion was made by Pelava and seconded by Benninghoff to adjourn the meeting. Vote for: Rasmussen, Pelava, Benninghoff, Prigge, Furrer and Rivers; Against: None; Vote 6-0. Motion carried.

The meeting ended at 8:23 am.

Respectfully Submitted:

Joel A. Erickson, City Administrator