

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
AUGUST 15, 2019**

1. CALL TO ORDER

Pelava called the meeting to order at 7:02 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

E. Daleiden, Benninghoff, Pelava, Furrer, Rivers and J. Daleiden

MEMBERS ABSENT:

Prigge

STAFF PRESENT:

City Administrator Joel Erickson

OTHERS PRESENT:

None

2. AGENDA

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

3. APPROVAL OF THE MINUTES FROM THE JULY 18, 2019 MEETING

Pelava asked if anyone had any additions, deletions or corrections to the minutes. A motion was made by Furrer and seconded by E. Daleiden to approve the minutes from the July 18, 2019 meeting. Vote for: E. Daleiden, Pelava, Furrer, Rivers and J. Daleiden; Against: None; Vote 5-0. Motion carried.

4. CONSIDER APPROVAL OF THE JULY 2019 TREASURER'S REPORT AND MONTHLY BILL(S)

Erickson said July had a beginning balance of \$70,858.40, revenues of \$9,511.84 and expenses of \$2,108.28 for an ending balance of \$78,261.96 between the two accounts. Rivers asked about the tax revenue received. Erickson explained that cities receive 70% of the first half of the tax settlement in June and the remaining 30% in July. A motion was made by J. Daleiden and seconded by Furrer to approve the July 2019 Treasurer's Reports and bill(s). Vote for: E. Daleiden, Pelava, Furrer, Rivers and J. Daleiden; Against: None; Vote 5-0. Motion carried.

5. OLD BUSINESS

a. Business Retention & Expansion Program Survey Review

Erickson said he submitted the EDA's application to the program and was notified that the application was approved. He said he would work with Extension on the service agreement and get everything in place. Erickson said Extension is asking the EDA to consider a new survey

that has been created by students. Erickson and the Board reviewed the differences in the surveys compared to the original Extension survey. Rivers said the question on staff training should be asked and the Board agreed. Daleiden said a question should be added to the survey regarding if businesses get training through professional organizations they are affiliated with. The Board held general discussion on training. E. Daleiden asked if the question on exporting should be included or not. Erickson said it really comes down to if the Board wants the survey to be quantitative or qualitative and he recommended the survey be quantitative. E. Daleiden said she preferred the original survey used by Extension. Erickson agreed. River said he preferred the original survey as well. The consensus of the Board was to implement the original survey used by Extension.

b. Finalize the Proposed 2020 Budget

Erickson said the Board reviewed the budget at the last meeting. He reviewed the proposed revenues and expenses and asked the Board if there were any changes since the last meeting. The Board agreed the budget looked good. A motion was made by Rivers and seconded by J. Daleiden to approve the EDA's 2020 preliminary budget. Vote for: E. Daleiden, Pelava, Furrer, Rivers and J. Daleiden; Against: None; Vote 5-0. Motion carried.

6. NEW BUSINESS

- a. None

7. OTHER BUSINESS

a. Additional Items to be Discussed

Rivers asked if the EDA has or will be providing an update to volunteers regarding business retention and expansion. Erickson said since the application has been approved he would send out an update and timeline. E. Daleiden said she would put an update on social media. Benninghoff attended the meeting at 8:05 am.

b. Items for the September 19, 2019 Agenda

The Board requested the following items on the September 19th agenda: (1) BRE update

8. ADJOURNMENT

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

The meeting ended at 8:22 am.

Respectfully Submitted:

Joel A. Erickson, City Administrator