

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
SEPTEMBER 15, 2016**

1. CALL TO ORDER

Ruppert called the meeting to order at 7:07 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

Duban, Prigge, Ruppert and Furrer

MEMBERS ABSENT:

Zellner, Rivers and Daleiden

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 Duban and seconded by Prigge to approve the agenda as presented. Vote for: Duban, Prigge, Ruppert and Furrer. Against: None Vote 4-0. Motion carried.

3. APPROVAL OF THE MINUTES FROM THE AUGUST 18, 2016 REGULAR MEETING

Ruppert asked if there were any additions, deletions or corrections to the minutes. A motion was made by Prigge and seconded by Furrer to approve the minutes of the August 18, 2016 regular meeting. Vote for: Duban, Prigge, Ruppert and Furrer. Against: None Vote 4-0. Motion carried.

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

Erickson said August had a beginning balance of \$204,635.95, revenues of \$1,158.35 and expenses of \$60,835.57 for an ending balance of \$144,958.73. He said there were two bills to be paid in September. Ruppert asked if anyone had any questions. Ruppert asked for an update on the TMI, Inc. and Pet Shop projects. Erickson said TMI is progressing with construction of the roof complete and backfilling soon. He said he closed on the EDA RLF on August 25th and the project is at a standstill due to poor soils encountered where the building is proposed to be located. A motion was made by Furrer and seconded by Duban to approve the August 2016 Treasurer's Report and monthly bill(s). Vote for: Duban, Prigge, Ruppert and Furrer. Against: None Vote 4-0. Motion carried.

5. OLD BUSINESS

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

Erickson said the EDA's proposed 2017 budget has been discussed at the last several meetings and with the City Council approving the preliminary budget at the end of the month, the EDA needs to approve its preliminary budget. The Board agreed to keep the goals for 2017 the same as 2016. The Board discussed marketing, specifically, a reader board sign to promote civic events and businesses. A motion was made by Duban and seconded by Prigge to keep the 2017 goals the same as 2016 and to approve the preliminary 2017 EDA budget as proposed. Vote for: Duban, Prigge, Ruppert and Furrer. Against: None Vote 4-0. Motion carried.

6. NEW BUSINESS

a. Discuss Hosting a Business Forum in November

Erickson said this was discussed at the last meeting and based on that discussion, the Board wants to have a second Business Forum on either November 1st or the 15th. The Board agreed to have a second Business Forum and to have Prigge, Furrer, Rivers and Erickson work on the format and presentation. Furrer said she would contact the Legion. It was agreed that the food selection would be the same as in May. Erickson said he would send out postcards mid-October. Prigge said she would work on the presentation.

The Board discussed topics such as a "2016 Year In Review", "2017 Things to Come" and the Streetscape project review for 2018. Erickson said he would include the previous streetscape renderings in the October packet.

b. Update on the Small Cities Development Program Grant Awarded to 127 1st Ave SE

Erickson said the property is being sold via short sale and based on the offer made, which is going to be accepted by the bank, there are not enough funds to pay the mortgage balance and the SCDP grant funds. The Board asked Erickson to contact the bank and get as much reimbursement as possible.

7. OTHER BUSINESS

a. Business Retention & Expansion Visits

Erickson said he contacted DM Cabinet and Design for the B.R.&E. visit this month. He said the B.R.&E. visit begins at 8:30.

b. Additional Items to be Discussed

Ruppert asked if there were any additional items to discuss. There was none.

b. Items for the October 2016 Agenda

The Board requested the Business Forum, SCDP Grant update, reader board sign and streetscape be on the September agenda.

8. ADJOURNMENT

A motion was made by Duban and seconded by Furrer to adjourn the meeting at 8:27 am. Vote for: Duban, Prigge, Ruppert and Furrer. Against: None Vote 4-0. Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator