

**MINUTES
CITY OF LONSDALE
ECONOMIC DEVELOPMENT AUTHORITY MEETING
SEPTEMBER 17, 2015**

1. CALL TO ORDER

Furrer called the meeting to order at 7:03 am in the City Council Chambers, 415 Central St. W.

MEMBERS PRESENT:

Prigge, Duban, Zellner, Furrer, Ruppert, Rivers and Daleiden

MEMBERS ABSENT:

None

STAFF PRESENT:

Joel Erickson, City Administrator

OTHERS PRESENT:

None

2. AGENDA

Furrer 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 Rivers to approve the agenda as presented. Vote for: Prigge, Duban, Zellner, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

3. APPROVAL OF THE MINUTES FROM THE AUGUST 20, 2015 REGULAR

Furrer asked if there were any additions, deletions or corrections to the minutes. A motion was made by Daleiden and seconded by Rivers to approve the minutes of the August 20, 2015 regular meeting. Vote for: Prigge, Duban, Zellner, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

4. CONSIDER APPROVAL OF THE AUGUST 2015 TREASURER'S REPORT AND MONTHLY BILL(S)

Erickson said August had a beginning balance of \$213,555.93, revenues of \$516.35 and expenses of \$1,644.49 for an ending balance of \$212,427.79. Erickson said there were no bills to be paid in September. Furrer asked if anyone had any questions. Furrer asked what the insurance payment was for. Erickson said that a portion of the municipal liability has to do with expenses and payroll and that those portions were expensed to the EDA based on their percentage to the total City. A motion was made by Daleiden and seconded by Zellner to approve the August 2015 Treasurer's Report and monthly bill(s). Vote for: Prigge, Duban, Zellner, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

5. OLD BUSINESS

a. Update on the Transition of the Lonsdale First Program to the Lonsdale Area Chamber of Commerce

Erickson at the last meeting, the Board approved the transition of the Lonsdale First program to the LACC with several stipulations. He said that he attended the last LACC Board meeting and informed the LACC on the decision made by the EDA. He said the LACC agreed to take over the Lonsdale First program and to abide by the EDA stipulations.

b. Discussion on the Development of an Action Plan to Achieve the EDA's Mission and Goals

Erickson reviewed the progress made to date by the Board and the sub-committee. Ruppert said on page 3, "promote commerce" needed to be added to goals. Rivers said that promoting commerce goes hand and hand with the LACC and the Lonsdale First program. He said he is looking for components such as increasing jobs and marketing. The Board agreed that the City's tax base will increase with implementation of the other goals. Prigge asked about funding for donation requests such as the Lonsdale Area Veteran's Memorial, etc. Ruppert said he understands what the Board is looking for and the sub-committee will work on strategies to achieve the goals. Prigge said the sub-committee will work within the parameters of two broad goals and then establish sub-goals underneath each of them. Rivers said there should be goals established that can be achieved in a short period of time so the achievement of them can be gauged.

The Board reviewed the Summary of Economic Issues next. Prigge and Ruppert said they are issues and not goals and that the sub-committee is working towards making each section flow the same way. Furrer asked if the Board was okay with the Economic Issues section. Duban said the committee did a good job. Rivers said the goals need to be measurable, achievable and simple.

c. Discuss the EDA's 2016 Budget

Erickson said the Board has discussed this topic at the last several meetings. He said that when the Board is setting the budget, they are establishing their goals by providing funding for specific items. The Board agreed to work on the budget over the next several months.

6. NEW BUSINESS

a. Review the Proposed Lonsdale Area Chamber of Commerce Logo

Erickson said the LACC has been working on developing a new logo and requested staff send them the EDA logo. He said the LACC is looking for approval, comments, etc. on their proposed logo. Ruppert said the LACC should not use the EDA logo because it implies the LACC is part of the EDA. Rivers said people will not make the connection between the EDA and LACC and he liked the wording. Ruppert said the LACC can use the wording underneath the logo but not the logo. Furrer agreed the LACC should not use the EDA logo but the Lonsdale First logo was okay to be used for the program. The Board agreed the LACC could not use the picture logo but the wording was okay to be used.

7. OTHER BUSINESS

a. Additional Items to be Discussed
None

b. Items for the October 2015 Agenda

The Board requested the following items on the October agenda: (1) Development of Action Plan and (2) 2016 budget

Ruppert requested that Erickson provide an update on the TMI project. Erickson said he has spoken to TMI and they are working on finalizing the building plans and SBA financing. He said he was told by TMI that they still plan to construct a building and relocate to Lonsdale. The Board discussed financial incentive options they could provide to help TMI.

8. ADJOURNMENT

A motion was made by Rivers and seconded by Duban to adjourn the meeting at 8:30 am. Vote for: Prigge, Duban, Zellner, Furrer, Ruppert, Rivers and Daleiden. Against: None Vote 7-0. Motion carried.

Respectfully Submitted:

Joel A. Erickson, City Administrator