

**City of Battle Lake
Economic Development Authority
Thursday, November 2, 2017**

The Battle Lake Economic Development Authority met in regular session on Thursday, November 2, 2017. President Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Jeff Drake, Don Maslow, Leigh Shebeck, Sara Boyum, Gene Kelm and Milt Paulson present. Also present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer.

Paulson made a motion to approve the agenda. Drake seconded. MCU Shebeck moved to approve the minutes from the last meeting. Maslow seconded. MCU Drake moved to approve the financials as presented. Paulson seconded. MCU

Dorn reported on the Battle Lake gift certificate program. The bank will start a checking account and the checks written from the account will be used as a gift certificate that can be spent in any establishment. They would be legal checks so the businesses can deposit them in their account as they would any other check. People will need to spend the whole amount at one time at an establishment so if someone is getting a \$50 gift certificate it might make sense to buy two \$25 certificates. The program will be up and running soon. Martin will do the promotion for it and she will also print labels for envelopes which will list the available businesses where you can use the certificates.

Updates:

- Tri-City Living – Working on an education project related to housing called Tri-City Living listens. The group is planning a “listening session” where anyone that might have interest in selling their house can come to one of three sessions on November 9th. This session will be for information gathering. After gathering information from each community, Tri-City Partnership will schedule a second session to provide technical assistance to community members related to housing and the information they received at the listening sessions.
- Hatchery Row - The start of the visioning process with Duet Designs was on October 25th. The meeting went well and the architects will take the next few weeks to work on the project from their end. The next meeting will be held in January.
- Members of the Business Retention and Expansion team attended a meeting in St. Paul to review preliminary results of the surveys. Both Martin and Drake attended and felt the session went well. The Leadership team will be having another meeting soon and the final results of the surveys will be revealed at the workshop in January.
- The quarterly review of the strategic plan was completed with Drake making updates to the plan.
- The Market in Battle Lake is having a soft opening today.

City council agenda and minutes were reviewed.

Meeting adjourned at 8:05 a.m. Next meeting will be held Thursday, December 7, 2017 at 7:00 a.m.

Valerie J. Martin, Clerk/Treasurer/EDA Director/Zoning Officer