

**City of Battle Lake
Economic Development Authority
Thursday, June 7, 2018**

The Battle Lake Economic Development Authority met in regular session on Thursday, June 7, 2018. President Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Don Maslow, Gene Kelm, Jeff Drake, and Steve Young present. Absent were Sara Boyum and Leigh Shebeck. Also present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer.

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

The commissioners reviewed goals from 2016 along with the goals discussed at the joint EDA/Council meeting. Changes were made to the 2016 goals including adding the new goals. Martin will amend the goals as discussed and bring back to the next council meeting. We will also review the Business Retention and Expansion full list of strategies to see if we want to include any of them in the list.

Updates:

- A presentation to the City Council on the visioning process for Hatchery Row will be next Tuesday at 7:00 p.m. Dan Malmstrom, Duet Designs and Traci Ryan will each participate in the presentation. A council work session to discuss Hatchery Row will be held on June 26th at 7:00 p.m. It would be important for EDA members to be at this work session to participate in the discussion. Martin suggested the EDA/Council quarterly meeting be held at this time rather than at the regularly scheduled time in July. It was agreed that we should be able to do it in one meeting. Martin will also discuss with the council.
- Soil sampling on the tax forfeiture property will be done on June 14th. Martin will ask about the timeline to get the information back to us.
- Martin reported on Tri-City Living. Their annual meeting is scheduled for Tuesday, September 25th. Location and program TBD.
- Martin reported that PartnerSHIP 4 Health has awarded the City of Battle Lake with a \$2,500 grant to install signs for designated walking routes. The signs are ordered and they will be installed shortly after they are done.
- The newcomers' picnic was held last night with about 22 newcomers. Martin and Drake felt it was a great success.
- Great Memorial weekend with beautiful weather.
- The Boathouse and Smackin' Cakes are open.
- 22 people attend the "At Your Service Training."

The Commissioners discussed producing a map of the City showing both amenities and public parking area. They felt it was important to focus in on the downtown area so it will be readable. Lisa Malmstrom provided an estimate of the cost for the design work, working with one of her designers. The cost for just the map is approximately \$700 and to add Battle Lake information on the back, making it a foldable brochure, the estimated cost would be \$1050. This cost is assuming we utilize their printing services. Prices for printing were also reviewed and decided were very reasonable. This project is all part of a need to educate the community and visitors on parking as there seems to be a misconception that Battle Lake does not have enough parking to accommodate all the businesses. In reality, there is plenty of parking within a two block area of downtown. As part of the education, Erik Osberg from Otter Tail County will do a video for us to use on social media. Young made a motion to move forward with the designing process and doing both the map and the back side with Battle Lake information. Dorn seconded. MCU

The information kiosk project was discussed. Last year, a Boy Scout had plans to do it for an Eagle Scout project and has since decided he was not going to do it. Drake suggested we ask the shop teacher at school if they could build the information kiosk if we pay the expenses. Commissioners felt this was a good idea and asked Drake to discuss the idea with the teacher.

Adjourn 8:00 a.m.

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