

**City of Battle Lake
Economic Development Authority
Tuesday, October 23, 2018**

The Battle Lake Economic Development Authority met in regular session on Tuesday, October 23, 2018. President Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Jeff Drake, Gene Kelm, Leigh Shebeck, and Steve Young present. Absent were Don Maslow and Sara Boyum. Also present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer.

The Hatchery Row grant application to DEED was approved. The application is a 50/50 match program which included acquisition (this can only be the City's match portion), demolition, asbestos removal and utility work.

Martin presented a proposal for the environmental assessment from Northland. The total cost is \$20,000. Several questions needed answering but it will ultimately need to be the City Council's decision whether or not to proceed. Martin will be talking with the engineer later today and will ask a number of questions before the council meeting. The EDA agreed that we need to move forward with this as soon as possible.

The Commissioners discussed the need to expedite the execution of the purchase agreements, especially if this needs to get done for the environmental assessment. Dorn made a motion to approve the proposal and start work on the environmental study, if the property owners are in agreement and to move forward with the execution of the purchase agreements, if needed. Drake seconded. MCU. Martin and Dorn will contact the property owners after council approval to make sure they are on board with the environmental assessment and execution of the purchase agreements.

The Commissioners started working on the EDA goals by reviewing both the 2016 goals and the Council/EDA goals set on April 24, 2018. It was decided that the list needed to contain both goals and priorities and some of the past goals needs to be moved, more appropriately to ongoing priorities. Below is a draft list of goals and ongoing priorities:

2019 Goals

1. Complete Hatchery Row Redevelopment
2. Continue to develop a working relationship with surrounding communities and employers - i.e. Tri-City Living, Otter Tail Tourism and Live Wide Open
3. Create a relationship with area townships for economic development growth
4. Continue Business, Retention and Expansion Process

Ongoing Priorities

1. Keep an inventory of available commercial property on City's web-site
2. Reach out to prospective business when members have heard possible interest out in the community
3. Identify business gaps in the community and seek prospective business owners
4. Broadband

5. Land Use – single family housing - start a conversation with area townships
6. Support the school
7. Look at public/private partnerships for housing
8. Parking – educating the businesses and public on availability

Drake notes that support of the school is being done through housing, BR&E and job growth.

Martin will work on some possible additions to the list of goals and priorities from the BR&E strategies.

Commissioners would like to send out a Christmas card to businesses with the parking maps. The Christmas card should say thank you for all you do for our community and should contain a signature of the EDA Commissioners/Staff. There was a question on which businesses to send to – just the Battle Lake area or further out? Martin will print a list and the Commissioners will discuss at the next meeting.

An annual article for the paper should be done after the annual meeting and Martin will write an article for the Hatchery Row project and will e-mail to commissioners prior to sending out.

Adjourn 8:02 a.m.

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