



## Battle Lake Economic Development Authority Tuesday, August 20, 2024 – 7:00 a.m. Battle Lake City Hall

Call to Order  
Approve Agenda  
Approve Minutes  
Approve Financials

School Construction Project

### WORK SESSION:

#### Goals

1. Complete Hatchery Row Redevelopment.
2. Foster the relationship with area townships for economic development growth – invite members of Everts and Clitherall Townships to participate in EDA meetings by sending email packets and inviting them to attend meetings. Invite them to the March EDA meeting and provide breakfast either at City Hall or at Shoreline.
3. Continue Business, Retention and Expansion Process
  - Continued communication with Network Battle Lake – work with them on projects as needed.
  - Continued communication with the Lakes Area Community Center Board.
  - Business communication – hold an annual breakfast & and business appreciation meeting each year in February and follow up with a newspaper article detailing the work of the EDA.
  - On-going yearly surveys to businesses.
4. Continued work on a group advertising & marketing campaign.
5. Keep the website up to date with information on the EDA.
6. Assist businesses with staffing needs by working with Otter Tail County's job opening portal.
7. Provide training opportunities for area businesses.
8. Fully utilize all real estate within City limits for residential and commercial expansion.

#### Ongoing Priorities

1. Keep an inventory of available commercial property on the City's website by including a link to area realtors.
2. Reach out to prospective businesses when members have heard of possible interest in the community.
3. Identify business gaps in the community and seek prospective business owners.
4. Broadband – continue to work with the County on options and reach out to internet suppliers to hear about future projects and priorities.
5. Housing – work on both single-family and multifamily options including new locations to expand housing. Look at public/private partnerships for development.
6. Support the school.
7. Parking – educating the businesses and public on availability – keep a map in the Battle Lake brochure.
8. On-going training for business owners.
9. Continue the working relationship with surrounding communities, employers, and partners - i.e., Tri-City Living, Otter Tail Tourism, Otter Tail County Community Development Agency and Live Wide Open.
10. Continue to meet quarterly with the business/community collaboration and the LACC.

#### • **Other Updates**

#### • Upcoming Meeting:

Tuesday, September 17, 2024 – 7:00 a.m.

Wednesday, September 18, 2024 – 7:30 a.m. Breakfast and Brainstorming

**“The mission of the Battle Lake Economic Development Authority is to promote diverse Economic Development and enhance quality of life through the retention and growth of business, industry & services in the Battle Lake area.”**

# BREAKFAST & BRAINSTORMING

Wednesday, September 18, 2024. 7:30 a.m.

**NEW LOCATION—First National Bank—Battle Lake**

*Come check out their newly remodeled building*

*Enjoy donuts from Bev's Bakery*

**MY KIND  
OF BANK**

**1<sup>ST</sup>  
NATIONAL  
BANK**



Join us for an informal discussion and breakfast with representatives from the Battle Lake Economic Development Authority (EDA) and the Lakes Area Community Center (LACC) and other partners of the Battle Lake community. This will be a wrap up of the summer season with planning for the fall and winter and to brainstorm new ideas for 2025.



Questions? Call or email Val Martin at 218.864.0424 or [cityclerk@battlelakemn.org](mailto:cityclerk@battlelakemn.org)



**“The mission of the Battle Lake Economic Development Authority is to promote diverse Economic Development and enhance quality of life through the retention and growth of business, industry & services in the Battle Lake area.”**

**City of Battle Lake  
Economic Development Authority  
Thursday, July 17, 2024**

The Battle Lake Economic Development Authority met in regular session on Tuesday, July 17, 2024, at 7:00 a.m. with Rich Bullard, Sean Belmont, Randy Dorn, Rob Nudell, Steve Young, and Majorie Quammen present. Absent was Josie Thomopoulos. Also, present were Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer, Reba Gilliland representing the Battle Lake Arts Advisory Committee, Sharon Casey representing the Lakes Area Community Center, and Steve Henning, AMS Digital Productions.

Young made a motion to approve the agenda. Nudell seconded. MCU  
Nudell made a motion to approve the minutes as presented. Bullard seconded. MCU  
Belmont made a motion to approve the financials. Dorn seconded. MCU

**Visitors – Steve Henning – AMS Digital Productions – Discussion on the Proposal for Videos**

- **Video Themes**
  - Why visit here
  - Why move here
  - What we have – showcase of our amenities
- **Some ideas to be included**
  - The people/comradery/supportive
  - Progressive Community
  - The Serenity
  - Otter Tail County has over 1000 lakes
  - You could live here
  - Medical clinic/chiropractic service/pharmacy/dentist/first responders
  - Aerial of some of the businesses that haven't been included in the past
  - Vet Clinic
  - Pet daycare, grooming, & training
  - Pickleball and other amenities?
  - Glendalough with new amenities
  - There might be some drone shots from members of the sporting club from the winter ice fishing derby that could be included.
  - August 28<sup>th</sup> school open house
  - Hatchery Row ribbon cutting
  - Wenonga Day events
- Steve asked for suggestions of people to interview that would work with the themes:
  - Rich Bullard
  - Rikka Brandon
  - Sean Belmont
  - NBL members – especially Gary and Karalyn Harrington
  - Jackson Everts
  - Pat and Brenda Kava
  - Lisa Frank
  - Sara Boyum
  - Focus on remote workers and Wi-Fi access

**Other Updates/Discussion:**

- Sharon Casey reported that a Health and Safety Block Party is in the planning stages with Lake Region, fire and rescue, etc.
- Hatchery Row Ribbon Cutting – Friday, July 26<sup>th</sup> at 3:00 p.m.
- Next meeting – August 20, 2024, at 7 a.m.

Adjourn at 8:08 a.m.

## Economic Development Authority

### Fund # 240

#### Statement of Revenue and Expenditures

| Dept   | Acct  |                             | Current Period     | Year-To-Date        | Annual Budget      | Annual Budget        | Jan 2024          |
|--|-------|-----------------------------|--------------------|---------------------|--------------------|----------------------|-------------------|
|  |       |                             | Jul 2024           | Jan 2024            | Jan 2024           | Jan 2024             | Dec 2024          |
|  |       |                             | Actual             | Actual              | Dec 2024           | Variance             | Percent of Budget |
| <b>Revenue &amp; Expenditures</b>            |       |                             |                    |                     |                    |                      |                   |
| <b>Revenue</b>                               |       |                             |                    |                     |                    |                      |                   |
| <b>Hatchery Row</b>                          |       |                             |                    |                     |                    |                      |                   |
| 46316  | 33600 | Grants and Aid              | 31,468.28          | 31,468.28           | 0.00               | (31,468.28)          | 0.0%              |
| <b>Hatchery Row Totals</b>                   |       |                             | <b>\$31,468.28</b> | <b>\$31,468.28</b>  | <b>\$0.00</b>      | <b>(\$31,468.28)</b> |                   |
| <b>Economic Development Authority</b>        |       |                             |                    |                     |                    |                      |                   |
| 46500  | 36211 | Now Acct Interest           | (1.00)             | 28.87               | 0.00               | (28.87)              | 0.0%              |
| 46500  | 39203 | Transfer from Liquor Fund   | 0.00               | 0.00                | 20,000.00          | 20,000.00            | 0.0%              |
| 46500  | 70000 | Transfers In                | 0.00               | 0.00                | 5,500.00           | 5,500.00             | 0.0%              |
| <b>Economic Development Authority Totals</b> |       |                             | <b>(\$1.00)</b>    | <b>\$28.87</b>      | <b>\$25,500.00</b> | <b>\$25,471.13</b>   |                   |
| <b>Revenue</b>                               |       |                             | <b>\$31,467.28</b> | <b>\$31,497.15</b>  | <b>\$25,500.00</b> | <b>(\$5,997.15)</b>  |                   |
| <b>Gross Profit</b>                          |       |                             | <b>\$31,467.28</b> | <b>\$31,497.15</b>  | <b>\$25,500.00</b> | <b>\$0.00</b>        |                   |
| <b>Expenses</b>                              |       |                             |                    |                     |                    |                      |                   |
| <b>Hatchery Row</b>                          |       |                             |                    |                     |                    |                      |                   |
| 46316  | 810   | Refunds & Reimbursements    | 31,468.28          | 31,468.28           | 0.00               | (31,468.28)          | 0.0%              |
| <b>Hatchery Row Totals</b>                   |       |                             | <b>\$31,468.28</b> | <b>\$31,468.28</b>  | <b>\$0.00</b>      | <b>(\$31,468.28)</b> |                   |
| <b>Economic Development Authority</b>        |       |                             |                    |                     |                    |                      |                   |
| 46500  | 100   | Wages and Salaries          | 466.49             | 2,580.52            | 8,300.00           | 5,719.48             | 31.1%             |
| 46500  | 121   | PERA                        | 22.88              | 171.73              | 0.00               | (171.73)             | 0.0%              |
| 46500  | 122   | FICA                        | 27.78              | 152.05              | 0.00               | (152.05)             | 0.0%              |
| 46500  | 123   | Medicare                    | 6.50               | 35.58               | 0.00               | (35.58)              | 0.0%              |
| 46500  | 131   | Employer Paid Health        | 76.14              | 304.59              | 0.00               | (304.59)             | 0.0%              |
| 46500  | 133   | Employer Paid Dental        | 1.60               | 6.40                | 0.00               | (6.40)               | 0.0%              |
| 46500  | 200   | Office Supplies             | 0.00               | 10.16               | 300.00             | 289.84               | 3.4%              |
| 46500  | 210   | Operating Supplies          | 0.00               | 0.00                | 500.00             | 500.00               | 0.0%              |
| 46500  | 306   | Training                    | 0.00               | 0.00                | 500.00             | 500.00               | 0.0%              |
| 46500  | 319   | Other Professional Services | 0.00               | 2,000.00            | 5,000.00           | 3,000.00             | 40.0%             |
| 46500  | 322   | Postage                     | 0.00               | 107.98              | 500.00             | 392.02               | 21.6%             |
| 46500  | 331   | Travel Expenses             | 0.00               | 0.00                | 500.00             | 500.00               | 0.0%              |
| 46500  | 340   | Advertising                 | 0.00               | 26.00               | 4,000.00           | 3,974.00             | 0.7%              |
| 46500  | 350   | Print/Binding               | 0.00               | 29.32               | 2,000.00           | 1,970.68             | 1.5%              |
| 46500  | 351   | Publishing                  | 0.00               | 0.00                | 300.00             | 300.00               | 0.0%              |
| 46500  | 360   | Insurance                   | 0.00               | 43.72               | 120.00             | 76.28                | 36.4%             |
| 46500  | 413   | Office Equipment Rental     | 0.00               | 0.00                | 300.00             | 300.00               | 0.0%              |
| 46500  | 430   | Miscellaneous               | 0.00               | 1,063.33            | 1,000.00           | (63.33)              | 106.3%            |
| 46500  | 433   | Dues And Subscriptions      | 0.00               | 0.00                | 500.00             | 500.00               | 0.0%              |
| <b>Economic Development Authority Totals</b> |       |                             | <b>\$601.39</b>    | <b>\$6,531.38</b>   | <b>\$23,820.00</b> | <b>\$17,288.62</b>   |                   |
| <b>Expenses</b>                              |       |                             | <b>\$32,069.67</b> | <b>\$37,999.66</b>  | <b>\$23,820.00</b> | <b>(\$14,179.66)</b> |                   |
| <b>Revenue Less Expenditures</b>             |       |                             | <b>(\$602.39)</b>  | <b>(\$6,502.51)</b> | <b>\$1,680.00</b>  | <b>\$0.00</b>        |                   |
| <b>Net Change in Fund Balance</b>            |       |                             | <b>(\$602.39)</b>  | <b>(\$6,502.51)</b> | <b>\$1,680.00</b>  | <b>\$0.00</b>        |                   |

10-Jul 47812 Goodneighbors \$ 31,468.28 Deed Reimbursement (pass through)

1/1/2024 Beginning Balance \$ 27,879.26

7/31/2024 Ending Balance \$ 21,376.75