



## ECONOMIC DEVELOPMENT AUTHORITY

Monday, November 23, 2020, 5:15PM

\*Go to Meeting (see webinar instructions below).

### Meeting Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – October 26, 2020
4. Approval of the Bills – November 23, 2020
5. New Business
  - 5.1. 2021 Work Plan
6. Other Business
7. Adjournment - Next Meeting: TBD

\*Please register for Le Sueur Economic Development Authority (EDA) Regular Meeting on November 23, 2020 at 5:15pmPM CDT at:

<https://register.gotowebinar.com/register/4635418288466263311>

After registering, you will receive a confirmation email containing information about joining the webinar.

A meeting of the Le Sueur Economic Development Authority was held on Monday, October 26, 2020 at 5:00pm via virtual City webinar. Members present: Dan Mahoney, John Favolise, Marvin Sullivan, Irene Manke, Brian Pfarr and Jesse Wenisch. Members Absent: Melissa Meger.

**Motion** by Member Manke, seconded by Member Sullivan, to approve the agenda as written. Voting in favor: Members Wenisch, Sullivan, Manke, Pfarr and Mahoney. Voting no: None. Motion carried.

**Motion** by Member Manke, seconded by Member Sullivan approving the minutes of the October 7, 2020 meeting. Voting in favor: Members Wenisch, Sullivan, Manke, Pfarr and Mahoney. Voting no: None. Motion carried.

**Motion** by Member Manke, seconded by Member Mahoney, approving the bills for October 26, 2020. Voting in favor: Members Wenisch, Sullivan, Manke, Pfarr and Mahoney. Voting no: None. Motion carried.

Member Favolise joined the meeting at this time.

**Item 5.1. CommonBond SAC Credit Request:** CommonBond Communities is requesting partial financial assistance from the EDA on the payment of the City of Le Sueur's Sewer Access Charge (SAC) Fee. The total SAC Fee due from CommonBond is \$58,500. CommonBond is requesting the EDA assist by paying \$24,500 of this fee and they will pay the remaining \$34,000. A motion by Member Favolise, seconded by Member Sullivan, to approve \$24,500 to assist CommonBond for with their SAC Fee. Voting in favor: Members Wenisch, Sullivan, Manke, Favolise, Pfarr and Mahoney. Voting no: None. Motion carried.

**Item 5.2. INH Termination:** The City of Le Sueur and the EDA entered into a purchase agreement with INH Property Management (INH) to acquire the King property adjacent to Kingsway. INH and the King Family were unable to come to an agreement on a closing date, therefore the Purchase Agreement was terminated. City Attorney, Mike Couri, has worked with INH on the termination of the purchase agreement. Once the Termination of Purchase Agreement and Release of Claims has been executed, the Economic Development Authority will receive a refund of \$2,000 in earnest money was paid at the time the Purchase Agreement was signed. INH paid \$3,000 towards the Tax Increment Financing Application, since the TIF application never moved forward and instead of returning INH's application fee, the EDA will receive a reduced amount. A **motion** by Member Sullivan, seconded by Member Favolise approving the Termination of Purchase Agreement and Release of Claims and authorize its execution. Voting in favor: Members Wenisch, Sullivan, Manke, Favolise, Pfarr and Mahoney. Voting no: None. Motion carried.

**Item 5.3. Housing Update:** The EDA authorized staff to negotiate the purchase of PID 21.520.1030 and PID 21.520.1020. Staff has been looking closely at the development of the lot and is now recommending the EDA not acquire this land due to the high cost of infrastructure.

**Item 5.4. Co-Working Space Update:** The EDA authorized staff to retrofit two offices at the Community Center. The City of Le Sueur offers room rentals at this time. Instead of retrofitting the community center offices, staff is going to work to market the current spaces in city hall and will request the City Council amend the rates to make them more favorable.

A **motion** by Member Favolise, seconded by Member Mahoney to adjourn until Monday, November 23, 2020. Voting in favor: Members Wenisch, Sullivan, Manke, Favolise, Pfarr and Mahoney. Voting no: None. Motion carried.

Respectfully submitted,  
Samantha DiMaggio, EDA Executive Director/Community Development Director



# EDA Approval Report for November 23, 2020

By Fund

Post Dates 10/27/2020 - 11/23/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
<b>Fund: 380 - EDA GENERAL FUND</b>					
<b>Department: 46500 - ECONOMIC DEVELOPMENT ASSIST</b>					
380-46500-101	CITY OF LESUEUR	OCTOBER PAYROLL EXPENSE	INV0010585	380-46500-101	4,182.54
380-46500-121	CITY OF LESUEUR	OCTOBER PAYROLL EXPENSE	INV0010585	380-46500-121	306.55
380-46500-122	CITY OF LESUEUR	OCTOBER PAYROLL EXPENSE	INV0010585	380-46500-122	297.69
380-46500-125	CITY OF LESUEUR	OCTOBER PAYROLL EXPENSE	INV0010585	380-46500-125	56.30
380-46500-131	CITY OF LESUEUR	OCTOBER PAYROLL EXPENSE	INV0010585	380-46500-131	569.74
380-46500-133	CITY OF LESUEUR	OCTOBER PAYROLL EXPENSE	INV0010585	380-46500-133	11.26
380-46500-207	CARDMEMBER SERVICE	MULTI-STATE COMMUNITIES S...	INV0010594	380-46500-207	20.00
<b>Department 46500 - ECONOMIC DEVELOPMENT ASSIST Total:</b>					<b>5,444.08</b>
<b>Fund 380 - EDA GENERAL FUND Total:</b>					<b>5,444.08</b>
<b>Fund: 394 - TIF DISTRICT #14</b>					
<b>Department: 47000 - DEBT SERVICE</b>					
394-47000-430	CB LSM I LLC C/O LLOYD MANA...	2ND HALF 2020 TIF PAYMENTS	INV0010577	394-47000-430	9,781.65
<b>Department 47000 - DEBT SERVICE Total:</b>					<b>9,781.65</b>
<b>Fund 394 - TIF DISTRICT #14 Total:</b>					<b>9,781.65</b>
<b>Fund: 398 - TIF DISTRICT #18</b>					
<b>Department: 47000 - DEBT SERVICE</b>					
398-47000-430	BIMEDA	2ND HALF 2020 TIF PAYMENT	INV0010584	398-47000-430	1,679.07
398-47000-733	CITY OF LESUEUR	2ND HALF 2020 ADMIN FEES	INV0010583	398-47000-733	88.37
<b>Department 47000 - DEBT SERVICE Total:</b>					<b>1,767.44</b>
<b>Fund 398 - TIF DISTRICT #18 Total:</b>					<b>1,767.44</b>
<b>Fund: 399 - TIF DISTRICT #19</b>					
<b>Department: 47000 - DEBT SERVICE</b>					
399-47000-430	OAK TERRACE SENIOR HOUSING..	2ND HALF 2020 TIF PAYMENT	INV0010581	399-47000-430	28,457.16
399-47000-733	CITY OF LESUEUR	2ND HALF ADMIN FEES	INV0010579	399-47000-733	1,757.77
<b>Department 47000 - DEBT SERVICE Total:</b>					<b>30,214.93</b>
<b>Fund 399 - TIF DISTRICT #19 Total:</b>					<b>30,214.93</b>
<b>Grand Total:</b>					<b>47,208.10</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
380 - EDA GENERAL FUND	5,444.08
394 - TIF DISTRICT #14	9,781.65
398 - TIF DISTRICT #18	1,767.44
399 - TIF DISTRICT #19	30,214.93
<b>Grand Total:</b>	<b>47,208.10</b>

### Account Summary

Account Number	Account Name	Payment Amount
380-46500-101	FULL-TIME EMPLOYEES-R...	4,182.54
380-46500-121	PERA CONTRIBUTIONS	306.55
380-46500-122	FICA CONTRIBUTIONS	297.69
380-46500-125	MEDICARE CONTRIBUTIO...	56.30
380-46500-131	HEALTH INSURANCE	569.74
380-46500-133	LIFE INSURANCE	11.26
380-46500-207	TRAINING & INSTRUCTIO...	20.00
394-47000-430	PAY-AS-YOU-GO REIMBU...	9,781.65
398-47000-430	PAY-AS-YOU-GO REIMBU...	1,679.07
398-47000-733	TRANSFER TO GENERAL F...	88.37
399-47000-430	PAY-AS-YOU-GO REIMBU...	28,457.16
399-47000-733	TRANSFER TO GENERAL F...	1,757.77
<b>Grand Total:</b>	<b>47,208.10</b>	

### Project Account Summary

Project Account Key	Payment Amount
**None**	47,208.10
<b>Grand Total:</b>	<b>47,208.10</b>



ECONOMIC DEVELOPMENT AUTHORITY  
Item 5.1

TO: Economic Development Authority  
FROM: Samantha DiMaggio  
SUBJECT: SAC Credit Request  
DATE: Monday, October 26, 2020

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**PURPOSE/ACTION REQUESTED**

Discuss an Economic Development Work Plan which will be approved by the EDA and adopted by the City Council for 2021.

**SUMMARY**

Staff has utilized the 2040 Comprehensive Plan to develop a 2021 Economic Development Work Plan. The EDA should review this document and recommend any changes to it. Once approved by the EDA, it will be reviewed and adopted by the City Council at their January 11, 2021 meeting.

**RECOMMENDATION**

Staff recommends review and adoption of the 2021 Work Plan.

## OVERVIEW

The Economic Development Authority (EDA) has developed the following 2021 Work Plan to be used as a reference and tool for developing priorities, budgets, goals, and initiatives derived from the cities 2040 Comprehensive Plan.

## COMPREHENSIVE PLAN

The Comprehensive Plan encourages the EDA to take leadership in the Downtown Master Plan and in various economic development and housing initiatives. These strategies are detailed below.

### 1. Strategy 5 – Downtown Master Plan

Downtown Master Planning is highly recognized as the focal point of need for Le Sueur. The downtown carries significant historical roots and significant momentum exists to plan for the future of downtown Le Sueur. The plan is not starting from scratch, but rather building off the envision Le Sueur process facilitated through the Minnesota Design Team (MDT) process in 2007. A downtown master plan would provide the following directions:

- ✓ Build a stronger understanding of how the mall site can be reconfigured to re-open Main Street to vehicle traffic while maintaining an optimal use for the mall site that contributes to the vibrancy and resiliency of downtown.
- ✓ Identifying opportunities for investments in public improvements that strengthen connections to adjacent neighborhoods and enhance the pedestrian environment (walkability and bikability) and generally define the cost implications of the improvements.
- ✓ Identifying locations for organized civic events, activities and gathering places that bring more people into downtown for entertainment, cultural and social opportunities and devise a strategy for establishing such spaces/places (can Giant Days be brought back downtown?)
- ✓ Evaluate redevelopment and reuse needs and demonstrate opportunities for new development aligned with creation of new downtown housing opportunities, new office opportunities, niche retail/services and civic attractions (museum, other???)
- ✓ Devise a strategy and plan for how redevelopment can occur including public financial incentives/assistance

- ✓ Ensure a coordinated parking and wayfinding strategy that enables smooth traffic flow and circulation in downtown and a complete street element to street design
- ✓ Provide design direction relative to scale and massing of new development so that it can retain the small town, traditional downtown character desired by Le Sueur
- ✓ Recommend streetscape and signage that defines the downtown district
- **Action Steps**
  - ✓ Complete a Downtown Master Plan

## 2. Strategy 6 – Economic Development & Housing

Expanding the commercial and industrial base of the City is an ongoing effort. Identifying new, effective strategies for Le Sueur will most likely come in response to the needs articulated by existing and prospective businesses. Thus, listening and establishing relationships with existing businesses, and even business prospects, is the best initial step. Housing is a vital part of economic development. Offering a diverse supply of quality housing is important to attracting a strong and qualified labor force. The City of Le Sueur Housing Study completed in 2014 contains a number of recommendations, some of which are highlighted within as key priorities. Initiatives which do and can benefit economic development efforts include:

- **Action Steps**
  - a) Support and Enhance Educational Institutions - Schools are perhaps the most prominent asset within the community of Le Sueur. Schools are a primary factor in a family's location decision. In order to attract entrepreneurs and business interests, the city must continue to maintain high quality school facilities and educational programming.
    - ✓ At minimum, conduct an annual meeting between school board and city council to ensure open communication
    - ✓ Continue and explore new city-school cost sharing and seek opportunities to supplement school activities with city facilities when possible such as through the community education program
    - ✓ Attract young families that will support the school system
    - ✓ Consider impacts on school planning and engage district administration in master planning processes that can bring new energies (tax base, employees, student growth)
  - b) Increase connectivity to regional centers – Creating access to amenities and work opportunities in Mankato or the Twin Cities will make Le Sueur an attractive place to live for those who are less mobile due to age, socioeconomic status, physical disability, or those who want to limit car usage. Safe transportation for children to recreational facilities not available in Le Sueur would enhance the quality of life for families in Le Sueur.

- ✓ Work with local property/building owners and the EDA to create a co-working space or telecommuting space where residents who work in regional centers can share conference rooms or technology or have a place to work and collaborate with other professionals.
  - ✓ Seek grant opportunities through MN DOT or regional transit providers to expand bus services/transit opportunities and plan future neighborhoods with long term transit service in mind
  - ✓ Develop a forum for residents to seek ride-share opportunities
  - ✓ Explore business spin offs or startups that build off of the identity and image of major regional businesses but are more interested in the quality of life offered by a smaller, bedroom community.
- c) Facilitate Planned Housing Development - Housing development is an important component in economic development. Housing can define the character of a community, and is often a primary factor in people's location decision. Housing development can affect property values throughout the city and aid or hinder other economic development. Le Sueur must ensure that a diverse and abundant supply of housing at all price ranges will make this community an attractive place to locate for individuals and families with diverse socioeconomic characteristics.
- ✓ Assist with the development of senior housing/assisted living so individuals have the option of staying in Le Sueur throughout their lives or can live close to family members.
  - ✓ Market available property to potential home builders
  - ✓ Facilitate connectivity between future housing and current and future commercial/retail
  - ✓ Create a diverse housing stock with affordable housing options to ensure that Le Sueur workers can also afford to live in Le Sueur.
  - ✓ Promote housing opportunities in and near downtown to support community vibrancy and resiliency of downtown.
  - ✓ Collaborate with property owners and developers who wish to develop new neighborhoods on the edge to make sure adequate public services are provided.
  - ✓ Continue to promote housing rehab and maintenance of existing neighborhoods through zero or low interest loan programs.
  - ✓ Work with the local and regional chambers of commerce to host an annual trade show that links homeowners to vendors, remodelers, builders, landscapers, lenders, designers, etc. This could include collaboration with other nearby towns.
- d) Encourages Appropriate Commercial Development – Commercial development provides goods and services to local residents, eases the tax burden on residents for city services, and creates employment opportunities within the local workforce. Increasing the local workforce will have secondary and tertiary benefits for local commercial and retail businesses as these workers spend money within the local economy.
- ✓ Establish objective measures to evaluate development projects that seek financial assistance. These might include number of new jobs, type of jobs created, potential tax benefits, possible externalities (spin off growth,



support of local businesses), as well as secondary and tertiary economic benefits.

- ✓ Facilitate marketing of available industrial/commercial property and buildings.
  - ✓ Offer competitive tax/fee benefits for industrial projects that display long-term benefits for the community
  - ✓ Collaborate with businesses to meet service needs
  - ✓ Continuously explore emerging retail consumer behavior and trends to understand what retail form and markets are best suited for the community
  - ✓ Create continuity among businesses that complement each other
- e) Encourage Entrepreneurship and Business Retention – Part of being a great place to live is fostering an environment that encourages entrepreneurship and supports long standing businesses. The following key strategies are in support of business development and retention:
- ✓ Assist business development services such as financial planning, marketing, and market research
  - ✓ Maintain the revolving loan fund to assist with small capital investments and gap financing
  - ✓ Ensure that business has adequate workspace to expand within the community
  - ✓ Partner with the Le Sueur Chamber of Commerce to identify and address business needs relating to public services
  - ✓ Survey current businesses to gauge satisfaction with city services
- f) Encourage consumption of local goods and services - Due to the great percentage of residents that commute into Mankato or the Twin Cities, where retail is plentiful and convenient, business in Le Sueur suffers. Le Sueur businesses and the city should work to have businesses capture consumption of goods and services by Le Sueur residents.
- ✓ Develop a public relations/marketing campaign to create awareness
  - ✓ Ensure that new development has convenient access to commercial business
  - ✓ Create greater access and higher visibility from Highway 169 through wayfinding and programming

## 2021 GOALS:

- Recommend streetscape and signage that defines the downtown district as part of the Main Street Redesign.
- Continue working with Housing Developers to market Le Sueur and to utilize various economic development tools to ensure a variety of housing types are constructed.
- Continue surveying and meeting with local entrepreneurs.
- Utilize economic development tools and make application as necessary to aide in the development of the vacation land owned by the EDA at 169.

## 2020 ACOMPLISHMENTS:

- Listed the EDA owned land at 169 for sale with Cushman & Wakefield.
- The EDA approached the Jahn Family on a purchase option and will continue communications with them moving forward in hopes of securing this.
- The EDA Tracking is actively tracking vacant land sales within the City of Le Sueur and is working specifically on the following housing development:
  - a. Multi-Family (Apartments):
    1. The EDA assisted CommonBond with \$24,500 in Sewer Access Charge (SAC) Credits.
    2. The EDA assisted with the TIF for CommonBond Communities.
  - b. Single Family:
    1. The EDA has accessed the viability of numerous single-family parcels in the City and has marked these parcels to various developers.
- Downtown Redevelopment:
  - a. The EDA applied for and were awarded \$857,689 from the State of Minnesota, Department of Employment & Economic Development Redevelopment Grant Program to assist with the Valleygreen Sq. Mall Redevelopment.
  - b. The EDA assisted with a TIF for Building Good Downtown's LLC.
  - c. The EDA is partnering with the City of Le Sueur to sell the downtown parking lot (PID 21.999.0150) to Building Good Downtown's LLC.
- The Rural Entrepreneur Venture Program continued in Le Sueur.
  - a. Received business surveys from 14 local businesses. These surveys were used to:
    1. Assist in revamping the City's Revolving Loan Fund Program.
    2. Marketing information was created for the RLF and it was put on the City of Le Sueur's website.
  - b. A COVID business resource page was created on the City of Le Sueur's website. The EDA also discussed a micro-loan program but decided to hold off at this time.
  - c. The EDA updated the Ripple Map that originally created in Nov 2018.
  - d. A REV Business resource page was updated on the City of Le Sueur's website.
  - e. The EDA completed a REV Sustainability plan for the City of Le Sueur.
  - f. The EDA held a virtual training for Businesses on Succession Planning.
  - g. The EDA discussed a coworking space at the Community Center. Instead of investing more funds, the EDA would like to partner with the City Council on utilizing space at City Hall more efficiently for local entrepreneurs.