

**MEETING OF THE PEQUOT LAKES ECONOMIC DEVELOPMENT COMMISSION
TUESDAY, JULY 19, 2016
PEQUOT LAKES CITY HALL**

Members Present: Chair Jurchen, Commissioners Lindholm, Lubke, Rieck, Roggenkamp, and Sjoblad

Members Absent: Commissioner Stroot

Others Present: Dan Frank, Initiative Foundation; Nancy Malecha, City Administrator/Clerk; Dawn Bittner, Zoning Specialist; Sheila Holley, Greater Lakes Association of Realtors

1. Call Meeting to Order

The meeting was called to order by Chair Jurchen at 8:00 a.m.

2. Approve EDC Minutes

COMMISSIONER ROGGENKAMP MOVED TO APPROVE THE JUNE 21, 2016 ECONOMIC DEVELOPMENT COMMISSION MINUTES. COMMISSIONER LUBKE SECONDED THE MOTION. MOTION CARRIED 6-0.

3. Business Industry Update

a. Summer Business & Construction

Chair Jurchen informed the Commission that he visited with a few retailers in Pequot Lakes and business is down in certain areas and up in other areas. Mayor Sjoblad noted that the Hungry Loon has seen an increase in sales this summer.

b. Barajas Mexican Restaurant & Cantina:

Chair Jurchen informed the Commission that he met with Ruben Barajas on the anticipated opening of Barajas Mexican Restaurant & Cantina. Chair Jurchen noted that there are several structural issues that need to be taken care of before the opening can occur.

4. Thriving Communities Initiative

a. City Council Action

Chair Jurchen thanked the Pequot Lakes City Council for their unanimous support and funding in the amount of \$6,000.

b. Assembly of Core Teams/Calendar of Future Meetings

Dan Frank informed the Commission that the Thriving Communities Initiative (TCI) recruitment process should entail a cross-section of community members of about 25-35 people.

Commission discussion ensued as to dates and venues for the informational and training sessions with the goal of task force implementation by early next year. The consensus of the Commission agreed to schedule the sessions as follows.

- Informational/Recruitment Meeting - August 11th from 12:00 p.m. to 1:00 p.m. at the Pequot Lakes City Hall. Lunch will be provided.
- Informational/Recruitment Meeting - August 25th from 8:00 a.m. to 9:00 a.m. at the Pequot Lakes City Hall. Breakfast will be provided.
- TCI Training (Session 1) – September 20th from 5:30 p.m. to 8:30 p.m. at the Cole Memorial Building. Dinner will be provided.
- TCI Training (Session 2) – October 13th from 5:30 p.m. to 8:30 p.m. at the Cole Memorial Building. Dinner will be provided.
- Community Input Meeting (Session 3) – November 15th from 6:00 p.m. to 8:30 p.m. at the Pequot Lakes School Cafeteria. Each person on the Core Team will send personal invitations to at least ten people to attend this meeting. Dinner will be provided.
- Plan Improvement Meeting (Session 4) – November 29th from 5:30 p.m. to 8:00 p.m. at the Cole Memorial Building. This Session will entail analysis of the draft priority projects and the top three choices will be selected with the creation of task forces for each. Dinner will be provided.
- Task Force Organization and Training (Session 5) – January 24th from 5:30 p.m. to 8:30 p.m. at the Cole Memorial Building. Dinner will be provided.

Commission discussion ensued as to the recruitment process of inviting people to participate in the Initiative. The consensus of the Commission agreed to proceed as follows.

- Approximately 60-75 letters will be mailed out by August 1st to potential core team members. The letter will include information on the Initiative, the informational and training session schedules, and definition as to the mission and goal of this process.
- Commission members will follow up the letters with phone calls to the potential core team members.
- Commissioner Lindholm will notify the Pequot Lakes PTA and ECFE coordinators to obtain names of potential core team members under the age of 40.
- Notices will be placed in the Echo Journal newspaper. Chair Jurchen will keep Nancy Vogt informed on an ongoing basis.
- Notices will be sent to Sheila Haverkamp at BLAEDC and the Pequot Lakes Chamber for inclusion to their groups.

c. Funding Discussion

Commission members will divide and contact potential funding sources.

d. Application Process

A Team consisting of Chair Jurchen, Commissioner Lubke, Commissioner Sjoblad, and Nancy Malecha will convene on Tuesday, July 26th to begin formulating information for the TCI application and letter. Dan Frank noted that the application deadline is August 31st.

5. School Update

Commissioner Lindholm noted the parking lot expansion by the high school is underway and Eagleview sustained damage to their retaining wall during the recent storm.

6. Chamber Update

No update

7. BLAEDC Update

No update

8. City of Jenkins Update

No update

9. Other Business

Sheila Holley informed the Commission that the Greater Lakes Association of Realtors have Smart Growth Grants available for the Thriving Communities Initiative. Ms. Holley handed out the Realtors Local Economic Area Report for Pequot Lakes to Commission members.

Chair Jurchen would like to schedule Jim Park from the Jack Pine Center and Country Corner on the next agenda.

Commissioner Roggenkamp informed the Commission that she is resigning from the EDC effective immediately. The Commission thanked Cindy Roggenkamp for all of her work and service on the EDC.

Mayor Sjoblad informed the Commission that Habitat for Humanity is looking for funding sources to raise \$30,000 to construct a home in the Trailside Estates development.

Commissioner Lindholm noted that Habitat for Humanity has a great structure in place for economic development and this may be something for the Commission to gain insight on.

The Commission thanked Chris Lindholm and Jenna Crawford for all of their collaborative and positive efforts at the School District and Chamber of Commerce.

Mayor Sjoblad advised the Commission to begin thinking about solar and wind power for future projects. Commissioner Lindholm noted that the Pequot Lakes School recently received a Region 5 grant to implement solar power.

10. Adjourn

There being no further business the meeting adjourned at 9:26 a.m.

Respectfully submitted,



Nancy Malecha
City Administrator/Clerk