

Crosslake Economic Development Authority
Crosslake City Hall
February 4, 2021 – 8:30 A.M.

Mission Statement: To Develop and Promote the Economic Growth and Welfare of Crosslake While Protecting the Environment.

Agenda:

1. Call to Order: Dean Fitch
2. October Minutes (Motion Required)
3. Financial Report
 - a. 2021 Budget Review
4. Update:
 - a. BLAEDC
 - b. Region 5 Comprehensive Plan
 - c. ECTC JT Partnership (meeting 2/15)
 - Website (content writer)
 - SBI
 - Telecommuter Forward
 - d. GreenStep city
5. Other:
 - a. Suggested Mtg Dates for 2021 (April 7, June 2, August 4, October 6, December 1)
 - b. Seeking additional alternates
 - c. Loon Center
 - d. Business Visit (Jim Funk)
6. Upcoming Events:
 - a. City Council Meeting – 2/8/2021
7. Adjourn

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. October 7, 2020 Crosslake City Hall

Members present: Dean Fitch, Patty Norgaard, John Andrews, Jim Funk
Others present: Josh Netland, Crosslake Communications/ECTC General Manager; Aaron Herzog, City Council Member; Martha Steele, Mission Township resident

The regular monthly meeting of the Crosslake EDA was called to order at 8:30 A.M. by Dean Fitch.

A motion was made by Patty Norgaard and seconded by John Andrews to approve the minutes of the August 5, 2020 meeting. No discussion. Motion carried with all ayes.

Financial Report:

The 2021 EDA budget was submitted in mid-August. The budget highlights are:

<u>Category</u>	<u>Annual Expense</u>
BLAEDC	\$10,500
Website Content	\$1,500
Website Maintenance	\$ 600
Comp Plan Update	\$2,500
Small Business Initiative	\$1,000
Joint Promotion with Crosslake Communications	\$1,000
Other Undefined Projects	\$1,000
Total	\$18,100

The biggest expense is the affiliation with BLAEDC. The website content will include site specific information. The goal is to find someone to write six articles per year that would be published on the website as well as sending to interested parties. The website maintenance is provided by Crosslake Communications. A more detailed proposal was requested of Region 5 for the Comp Plan update that would target specific categories. Although the SBI was originally focusing on summer residents, the length of stay has increased with the ability to work from home. Josh Netland reported that as the increase of remote working and learning as well as the increase in Zoom type meetings, the importance of the quality of the fiber optic internet provided has become more valuable. Crosslake Communications has submitted a grant to increase the area coverage. The biggest change in the budget is the elimination of the Lake Country Journal ad with the intention of developing content for the website and doing more promotions with Crosslake Communications.

Update:

Region 5 Comprehensive Plan

The hope is that the Comprehensive Plan update will help the city with planning for the future. The growth of the city and the required infrastructure will require planning and an understanding of what the city needs. The question of what really needs to be done next as well as what the focus should be on is required for the next step. Two specifics mentioned were water quality and economic development. A meeting will be scheduled to reach out to anyone that worked on the Comprehensive Plan originally or anyone interested in working on the plan. Priorities, goals and objectives need to be defined.

BLAEDC

Dean Fitch reported on a meeting with Tyler Glynn. BLAEDC is working on the CARES Act funding and grants. Over a dozen Crosslake businesses have applied for funds. Processing the grant requests has taken up a lot of their energy plus dealing with new companies and expansions. BLAEDC continues to keep the EDA updated on the Unified Fund.

ECTC JT Partnership

Website

SBI

Dean Fitch thanked Crosslake Communications for being so supportive of the website, mailings, business opportunities and workspace. A meeting will be held next week to determine what needs to be next with both the website and SBI. Josh Netland reported on preparations for broadband grant applications through the Minnesota Department of Employment and Economic Development. A resolution from the City of Crosslake is required. The process has been pushed back due to COVID-19. Communities that have been certified are listed on the MN DEED website.

GreenStep City

Patty Norgaard reported on a 10 Year GreenStep Anniversary meeting highlighting the impacts and resources available to cities in the program. The environment is critical to the Whitefish Chain and to Crosslake. Why is it important to be a GreenStep City? It provides resources that would not have been available before. Crosslake is working on Step 3 and the goal is to complete by 2021. Contact has been made to determine if the criteria in Step 3 can be modified to be more conducive to smaller, non-urban cities.

Housing Report

The Regional Housing Workshop in September highlighted that a lot of work has been done on the subject. Housing came up as a concern during the first regional workshop hosted by the EDA. The question now is whether or not it is a Crosslake or a regional issue? The suggestion was made to drop the topic at this time. Discussion centered on workforce housing versus high density housing and the impacts of city infrastructure to support a project. Focusing on other projects was deemed to be a better use of EDA's focus.

Other:

Suggested Meeting Dates for 20-21

It was decided that going forward EDA meetings would be held every other month and continue to be the first Wednesday of the month. The meeting dates in 2021 would be February 3, April 7, June 2, August 4, October 6 and December 1.

Seeking Additional Alternates

Please let Dean if anyone is interested in participating. An additional two to three alternates would be beneficial.

December Meeting

Decision was made to have a November meeting and skip the December meeting.

Roundtable:

Networking with the businesses should be a priority.

EDA should be working together with the Crosslakers as they have similar topics and focus.

Groups have to realize that they can't work in a silo.
Links on the website are critical to getting the message out.

Upcoming Events:

City Council Meeting	October 12, 2020
Election	November 3, 2020

Next Meeting: November 4th

There being no further business or announcements, Dean Fitch adjourned the meeting at 9:50 A.M.

Martha Steele
Volunteer

Due to the pandemic, EDA has been limited in carrying out its 2020 plan. As a result the budget for 2021 reflects accomplishing the 2020 plan with some modifications. We plan to not renew the Lake Country Journal ad but rather spend those funds developing content for the web site and doing more promotions with Crosslake Communications. Budget highlights follow:

Category	Annual Expense
BLAEDC	\$ 10,500
Web site Content	1,500
Web site Maintenance	600
Comp plan update	2,500
Small Business Initiative	1,000
Joint promotion with Crosslake Comm.	1,000
Other undefined projects	1,000
Total	\$ 18,100

Become a *Telecommuter Forward!* Community

Attract Families and Businesses to your community with this new program

Legislation was passed into law late last year to establish a process by which Minnesota communities can become certified by the State as a **Telecommuter Forward!** community. The Legislation was supported by the Minnesota Telecom Alliance (MTA) as *it provides rural communities across the state with an avenue to promote themselves as telecommuter friendly.*

The MN Employment and Economic Development recently finalized a model resolution and process for communities to become a **Telecommuter Forward!** certified community.

To become certified under the new law, Minnesota cities, villages, towns or counties must adopt a resolution that includes a statement of support and commitment to promote telecommuting. The resolution must also designate a single point of contact for coordinating telecommuting opportunities.

The Minnesota Border to Border Development Grant Program was created in 2014 with a focus of providing state resources that help make the financial case for new and existing providers to invest in building broadband infrastructure into unserved and underserved areas of the state. The **Telecommuter Forward!** community certification builds upon these efforts to retain and attract families and businesses in rural Minnesota by allowing communities to market themselves in a way that showcases broadband access and telecommuting options.

For more information on the **Telecommuter Forward!** process, contact our office at 218-692-2777 or visit the MN DEED website at <https://mn.gov/deed/programs-services/broadband/telecommuter-forward/>.

The staff of Crosslake Communications supports your effort to become a **Telecommuter Forward!** certified community. Let us know if there is anything we can assist you with in this process.



218-692-2777



651-259-7610



Telecommuter Forward! Community Application Form & Model Resolution

Any political subdivision (city, township, or county) in Minnesota that supports and commits to promote the availability of telecommuting options is eligible for the Telecommuter Forward! Community Certification and may apply through the Office of Broadband Development. The political subdivision must demonstrate compliance with the statutory requirements under Minn. Stat. § 116J.9923. The Office of Broadband Development has created a model resolution, which is available below, that satisfies the minimum statutory requirements to assist communities in this effort.

Please submit this completed form and your community's Telecommuter Forward! resolution via email to: deed.broadband@state.mn.us

POLITICAL SUBDIVISION	
Name of Political Subdivision	City of Crosslake
Address	13888 Daggett Bay Road
Address	
City	Crosslake
Zip	56442
Web Address	www.cityofcrosslake.org
SINGLE POINT OF CONTACT	
Name	
Title	
Email	
Phone	

For more information about the application process for Telecommuter Forward! Certification or for any questions about the Telecommuter Forward! Community Model Resolution, please contact the Office of Broadband Development at deed.broadband@state.mn.us or 651-259-7610.

**RESOLUTION
IN SUPPORT OF TELECOMMUTING OPPORTUNITIES
AND
TELECOMMUTER FORWARD CERTIFICATION**

AT A MEETING OF THE [political subdivision] HELD AT _____, ON _____, 202____,

RESOLUTION - IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND
TELECOMMUTER FORWARD! CERTIFICATION;

WHEREAS, [political subdivision] supports and commits to promote the availability of telecommuting options;

WHEREAS, [political subdivision] hereby appoints [employee title or department name] as the single point of contact for coordinating telecommuting opportunities within [political subdivision] including the following responsibilities:

1. Coordination and partnership with broadband providers, realtors, economic development professionals, employers, employees, and other telecommuting stakeholders.
2. Collaboration with broadband providers and employers to identify, develop, and market telecommuter-capable broadband packages.
3. Communication and partnership with broadband providers and economic development professionals to develop common goals.
4. Promotion of telecommuter-friendly workspaces, such as business incubators with telecommuting spaces, if such a workspace has been established in the political subdivision at the time the political subdivision adopts the resolution.
5. Familiarity with broadband mapping tools and other state-level resources.
6. Maintaining regular communication with the state broadband office.
7. Making regular reports to the [governing body of the political subdivision].

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the [political subdivision] to support telecommuting opportunities for the [political subdivision] in its application for Telecommuter Forward! Community certification.

Dated: _____