



Announcement of Meeting
Economic Development Authority
Regular Meeting Minutes

305 E. Luverne St.
Luverne, MN 56156
www.cityofluverne.org

Monday, March 10, 2025

8:00 AM

Council Chambers

A. CALL TO ORDER - ROLL CALL

A Regular Meeting of the Luverne Economic Development Authority was held in the Council Chambers, commencing at 8:00 AM.

Additional attendees include: City Administrator Jill Wolf and EDA Director Holly Sammons.

B. APPROVAL OF MINUTES OF PRECEDING MEETING

Present Ryan DeBates, Tara Zewiske, Kevin Aaker, and Sherri Thompson

Excused Patrick Baustian

- 1. LEDA - Regular Meeting - 02 10 2025

A motion was made by DeBates, seconded by Zewiske, that these LEDA Minutes be approved. The motion carried by the following vote:

Aye: DeBates, Zewiske, Aaker, and Thompson

C. BILLS AND COMMUNICATIONS

- 1. Approval of Financial Report - 02 2025

A motion was made by Thompson, seconded by DeBates, that this LEDA Financial Report be approved. The motion carried by the following vote:

Aye: DeBates, Zewiske, Aaker, and Thompson

- 2. Approval of Regular Department Payment Report - 02 2025

A motion was made by DeBates, seconded by Thompson, that this LEDA Regular Department Payment Report be approved. The motion carried by the following vote:

Aye: DeBates, Zewiske, Aaker, and Thompson

D. DIRECTOR'S REPORTS & DISCUSSION

1. Minnesota Housing Partnership - Housing Institute

Minnesota Housing Partnership (MHP) is launching a unique initiative to increase the supply of housing in the southwestern region of Minnesota: MHP's 10th Housing Institute in Southwest Minnesota. In many rural communities, there's a significant gap between the supply of affordable housing and the number of people who need it. MHP's Housing Institute closes that gap through customized curriculum, guided collaboration, and capacity building for a variety of community stakeholders. Established in 2010, the Housing Institute brings together housing leaders and stakeholders to share their experiences, learn best practices, and develop creative solutions for bringing quality affordable housing to their communities.

MHP's Housing Institute offers a 12+ month program with a unique opportunity to gain the expertise, tools, and connections needed to bring more housing to your community. The Housing Institute plans to host six (6) 2-day workshop events from June 2025 to August 2026. Luverne has been invited to apply. If we apply, a team from our community can benefit from a customized curriculum designed to expand your housing development knowledge, while collaborating with fellow housing leaders, funders, developers, and other valuable partners. If selected, our community will receive expert guidance from MHP's experienced staff.

Program Website:

<https://mhponline.org/housing-institute/>

E. BUSINESS**1. Motion to Approve Facade Improvement Application for Mike & Cheryl Main Street Property LLC for Project at 212 E. Main**

Mike & Cheryl Main Street Property LLC has submitted an application for a facade improvement project at 212 E. Main Street.

The scope of work includes:

Roof on back side of building

- install framing over rubber roof
- install new high rib steel and seal each seam
- install new wall flashing and wall cap
- install vented so fit and new gutter

Siding on back side of building

- remove old siding
- remove doors and windows on
- install new pre finished siding and trims

The total project cost is \$31,600. The applicant is applying for a loan in the amount of \$11,060 at a rate of 4% for 7 years and a grant in the amount of \$11,060. The applicant has met all of the requirements for this program.

A motion was made by DeBates, seconded by Zewiske, that this LEDA Business be approved. The motion carried by the following vote:

Aye: DeBates, Zewiske, Aaker, and Thompson

F. ADJOURNMENT

A motion was made by Zewiske, seconded by Thompson, that this meeting be adjourned. The motion carried by the following vote:

Aye: DeBates, Zewiske, Aaker, and Thompson

G. SIGNATURES

Patrick T. Baustian, President

Holly J. Sammons, EDA Director