



Our mission is to attract, retain, and grow business and jobs in the Long Prairie Area.

Agenda

LPEDA Meeting Agenda: 4:30 PM, December 18, 2024

Zoom or in person meeting @ City Hall

Current Executive Board Members: Chair- Terri Jo Peery, Vice Chair- Dallas Nelson, Secretary– Mary Schmidt

Board Members: David Wright, Kevin Berrios

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Review/Approve Meeting Minutes – December Notes 2024**
5. **Financial Report** – balance & bills:
6. **Old business**
 - a. Melissa Wyman & Lu- Updates & Child Care pods, see attached work plan, DEED application 2025
 - b. Main Street Renderings - NEXT steps – Prices & grant possibilities - \$10,000 + 10,000 = 20,000 – Apply for Sourcewell grant 2025 - July
Bolton & Menk – [download the link](#) – see next page
 - c. Discussion: Sponsorship for TCDC - City did not budget an increase
 - d. EDA commissioners – New applications?
7. **New business**
 - a. Strategic Planning/Work plan
 - b. LPEDA & Chamber Contract – see attached
 - c. Next year's budget - Increases?
8. **Next meeting Date and Time January 22, 2025, 4:30(3rd Wed.)**
9. **Other**
10. **Adjourn**

2024 LPEDA Goals accomplished.

- ✓ Complete and hang banners for Central Avenue & HWY 71
- ✓ Website Redesign Video Banner -[LINK HERE](#) www.longprairie.net
- ✓ Childcare work sessions with Todd County Commissioners and City Council meeting – moving forward with Child Care Pods – see attached doc.
- ✓ General LPEDA plan created to move forward on: Child Care, Housing, Downtown Revitalization

MSR: The projects still open and the notes I have on them are:

1. **Chavez Event Center – see attachments (emails that Jessy sent in response to what was sent) – I don't believe I heard back on my questions yet.**
2. **Chavez Mexican Restaurant – have quote only (no proven expenses)**
3. **Edita's Restaurant – still need approx. \$8k in expenses/receipts to cover grant.**
4. **Hats off Coffee – on list for HVAC, still need to complete.**
5. **Hidalgo Investment Company – have only a small % needed. Large quote from Angeles construction from June 2023 but no invoices from there (grant was paid on this large bid)**
6. **LP Lumber – will be doing work in the spring.**
7. **Nostalgic LP Drive-In – still need approx. \$22k or so to cover grant. Will be doing the rest in 2025.**
8. **Sellnow Law Office – doing the work between winter 2024 and spring 2025.**

BOLTEN & MENK - Streetscape improvement - Schematics

[Download all files](#)

Additional links:

[Reply to All](#)

Project Name: Long Prairie-2024 General Engineering

Project Number: OW1.133141.000

From: Kent Louwagie (Bolton & Menk, Inc.)

To: Candace Bruder (City of Long Prairie); Chad Bosl (City of Long Prairie); chamber@longprairie.org

CC: Kent Louwagie (Bolton & Menk, Inc.)

Subject: Downtown Streetscape information

Purpose: For your use

Sent via: Info Exchange

Expiration Date: 12/3/2024

Remarks: Hi Candy, Lu, and Chad

I've prepared a memo regarding the downtown streetscape improvements that Lu had asked me about. It's a large file so I'm including a link in this email to download the pdf. Some of this information I've already shared with Lu, but I've added it to the memo so it's all in one place. Please let me know if you have any questions or if there is additional information you want me to include in the memo.

Thanks,

Kent M Louwagie P.E.
Principal Engineer
Bolton & Menk, Inc.
2040 Highway 12 East
Willmar, MN 56201-5818
Phone: 320-231-3956 ext. 2496
Mobile: 320-905-5446
Bolton-Menk.com

Information gathered from Public Works & ARC Electric:

Public Works: Chad Bosl

Only request was new sidewalks and ADA compliant ramps to the sidewalks

Question: Many shops have steps into their business, is there a way to build so that all businesses are handicap accessible?

Electric: ARC & Les Levin

They gave me example towns - Eagle Bend (low end), Browerville (low end), Wadena (high end)

Simple request- Aluminum light poles with plug ins for holiday decorations

For Prairie days or any downtown events: Panels with 4 x 250 & 8 x 110

UPDATE: Jaycee Mall panel

Panel on corner of R-Way

Panel on corner of Bargain Barn or Hart Mall

Panel in Veterans Memorial for Food trucks and other plug ins

Spoke with Ted & Candy on July 15, 2024

Email from Bolton & Menk 7/29/24

Hi Lu,

I've attached a pdf showing some of the various streetscape schematics that our team can prepare. I thought this might help determine the format you are looking for. Page 10 or Page 12 might work for what you are planning. Please let me know if you have opinions on this.

See [Streetscape design introduction](#)

LETTER from Bolten & Menk

Hi Lu,

Thanks for sharing the Owatonna project. Looks like they spent a lot of time (and money) in developing their downtown plan over the course of several years and through several different projects, including a separate signage project.

As far as developing **three different concepts**, we can certainly do that for you. **Can you provide an idea on how much public engagement and City staff engagement you are anticipating to develop these plans?** Most of the time we start with an input process – this means getting **feedback from a stakeholder group or steering committee, the general public, the Chamber of Commerce, City staff from multiple departments, etc.** Then we develop concepts based on this. This all takes a little time.

Can you also let me know what kind of a budget you had in mind? Final production for the three ideas on the listed pages is not a real big lift, but the idea development and input sessions to get there does take a bit of time.

Here is a basic breakdown of the process, assuming good input sessions from the stakeholders:

1. Input session 1:
 - a. Base Mapping, research, and prep for meeting
 - b. Meeting with Stakeholders and documentation
2. Concept generation based on input session 1
3. Input session 2 (refining concepts)
4. Finalize concepts and construction costs

Prices and final product can be tailored to your budget, but there will be some time spent to get there.

Please let me know if you have any questions or would like to discuss further.

Thanks,

Kent M Louwagie P.E.

Bolton & Menk, Inc.

Mobile: 320-905-5446

Bolton-Menk.com

2024 LPEDA Goals accomplished.

- ✓ Complete and hang banners for Central Avenue & HWY 71
- ✓ Website Redesign Video Banner -[LINK HERE www.longprairie.net](http://www.longprairie.net)
- ✓ Childcare work sessions with Todd County Commissioners and City Council meeting – moving forward with Child Care Pods
- ✓ General LPEDA plan created to move forward on: Child Care, Housing, Downtown Revitalization

2024 LPEDA Goals - Future Goals, projects and Ideas

Main Street Renderings - 3 options for Central Avenue

Community Center planning- Visits

Bike trail – Lu shared google drive document folder – see link below

<https://drive.google.com/drive/folders/1q5iFNsAsCyxYu670IP8OSWTyBwDMclqw?usp=sharing>

- ✓ ONGOING -Monitor and support the Main Street Revitalization grant recipients- 28 projects - \$493,000 total (30% of project totals)
- ✓ ONGOING- Child Care Solutions- pursue DEED grant
Partner with various businesses in finding solutions to Day Care issues.
- ✓ ONGOING- www.longprairie.net website upkeep and articles
- ✓ ONGOING- Discuss the future of the Southwest Industrial park
- ✓ ONGOING- Continue keeping comprehensive list of available buildings/business real estate - posting it on LOIS
- ✓ Attend and participate in the Comprehensive Plan process

2023 LPEDA Goals accomplished.

- ✓ Flowers on Central
- ✓ Community Center visits: Paynesville
- ✓ 1st phase: Main Street Revitalization grant November start - 28 projects - \$493,000 total (30% of project totals)

2023 LPEDA Goals for the LPEDA - Future Goals, projects and Ideas

- Banners for Central Avenue, HWY 27, HWY 71
- ✓ ONGOING- www.longprairie.net website upkeep and articles
- ✓ ONGOING- Discuss the future of the Southwest Industrial park - Promote & Advertise for the Southwest Industrial park on Chamber FB page and other sources
- ✓ ONGOING- Continue keeping comprehensive list of available buildings/business real estate - posting it on LOIS
- ✓ ONGOING- Initiative Foundation Child Care Solutions grant allocation and continuing to partner with various businesses in finding solutions to Day Care issues.

2022 LPEDA Goals accomplished

- ✓ Revised by-laws, Chair- Vice Chair & stabilized EDA commissioner membership
- ✓ Seasonal Décor ordered – 42 pole decorations
- ✓ Welcome Signs renovated on HWY 287, 27 and new sign design approved for HWY 71 S & Lake Charlotte sign- passed by City Council June 2022. HWY 71 S and Lake Charlotte were hung up in July 2022
- ✓ SRTS- 9th Street N by Cenex- lines for a shoulder on both sides of the street all the way to the LPGE HS - Crosswalk repainted on HWY27
- ✓ Final applications for 16 projects submitted and agreement documents sent for DEED Main Street Revitalization Grant : includes “Main Street Corridor”

2021 LPEDA Goals accomplished

- ✓ Advertised for the Southwest Industrial park and an article was written about it
 - IQ magazine ad - 3 x

- Golden Shovel article- SOUTHWEST INDUSTRIAL PARK PATIENTLY AWAITS SUITORS:
<https://www.longprairie.net/news/p/item/33419/southwest-industrial-park-patiently-awaits-suitors>
www.longprairie.org
- Chamber & FB page shared article
- ✓ Creating a comprehensive list of available buildings/business real estate - posting it on LOIS
- ✓ Revised by-laws, establish mission and stabilize group membership.
- ✓ Initiative Foundation Child Care Solutions grant - \$10,000 - \$5,000 grant for Trinity Learning Center's Infant care room/s & \$2,500 for Jill Hanson at LPGE - Work based learning certification in order to continue with a CDA program and work program
- ✓ Nonprofit Board Basics Workshop (virtual) attended by board members: Mary S, Bob K, Terri Jo P and Lu on November 18, 2021 - sponsored by Sourcewell & Initiative Foundation

2020 LPEDA Goals accomplished

- ✓ City/EDA website with Golden Shovel- launched in July 2020.
- ✓ Initiative Foundation Child Care Solutions grant matching funds & disbursement of \$11,500 end of July.

- Projects for LPEDA:

- Downtown Vision Plan and short-term priorities that can be accomplished with little effort
- New businesses and housing options in town
- Bike trail – Lu shared google drive document folder – see link below
<https://drive.google.com/drive/folders/1q5iFNsAsCyxYu670IP8OSWTyBwDMclqw?usp=sharing>
- Safe Routes to Schools- Safer streets - continue
- Vitality of community, good schools, parks and recreation and opportunities for spouse. Click on link for project possibilities:
https://docs.google.com/presentation/d/1xOrrbQdIPUSmyK2uybrLpsjFrds_k9vtVRVhUSgBobY/edit?usp=sharing
- Comprehensive Plan updates
- Hiring a FT EDA director. May not be an option for 5 years due to debts that must be paid off.
- Southwest Industrial park

<https://drive.google.com/file/d/1xUNAN48TgvxCkof35J7iWtIMyHIHu10/view?usp=sharing>

[Career Fair 2024 Descriptions](#)

LPEDA Goals

2023 LPEDA Goals accomplished.

Flowers on Central

Community Center visits: Paynesville

\$493,000 Main Street Revitalization Grant : 28 projects (3 years to finish)

2023 LPEDA Goals for the LPEDA - Future Goals, projects and Ideas

Banners for Central Avenue, HWY 27, HWY 71

Community Center planning- Visits

- ✓ ONGOING- www.longprairie.net website upkeep and articles
- ✓ ONGOING- Discuss the future of the Southwest Industrial park : Alternative solutions, promote & advertise for the Southwest Industrial park on Chamber FB page and other sources-
- ✓ ONGOING- Continue keeping comprehensive list of available buildings/business real estate - posting it on LOIS
- ✓ ONGOING- Initiative Foundation Child Care Solutions grant allocation and continuing to partner with various businesses in finding solutions to Day Care issues.
- ✓ **ONGOING DEED Main Street Revitalization Grant**