

## 1. Agenda Documents

### Documents:

EDA AGENDA 1-8-25.PDF  
2A CONSIDERATION OF PAYMENT OF BILLS.PDF  
2B EDA WORKSHOP MINUTES 071024 (DRAFT).PDF  
2C EDA REGULAR MEETING MINUTES 071024 (DRAFT).PDF  
2D EDA REGULAR MEETING MINUTES 072424 (DRAFT).PDF  
2E EDA REGULAR MEETING MINUTES 121124 (DRAFT).PDF  
2F EDA SPECIAL MEETING MINUTES - 121124 (DRAFT).PDF  
4A CONSIDERATION AUTHORIZE STAFF TO PREPARE PRE-DEVELOPMENT  
AGREEMENT.PDF  
4B CONSIDERATION OF OBTAINING PHASE II ESA PROPOSAL 216 PINE ST.  
- WSB.PDF  
4C CONSIDERATION OF OBTAINING BLIGHT SUBSTANDARD PROPOAL.PDF  
5A CONSIDERATION OF ECONOMIC DEVELOPMENT MANAGERS  
REPORT.PDF

**AGENDA**  
**REGULAR MEETING - ECONOMIC DEVELOPMENT AUTHORITY (EDA)**  
**Wednesday, January 8, 2025 – 6:00 p.m.**  
**Mississippi Room, Monticello Community Center**

**ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING**

**Monticello Community Center - Academy Room**

4:45 p.m.      Block 34 Redevelopment Update

5:45 p.m.      Nordic BrewPub Update

Commissioners: President Steve Johnson, Vice President Jon Morpew, Treasurer Hali Sittig, Rick Barger and Councilmembers Lloyd Hilgart and Tracy Hinz

Staff: Executive Director Jim Thares, Rachel Leonard, Angela Schumann, Tyler Bevier

**1. General Business**

- A. Call to Order
- B. Roll Call 6:00 p.m.
- C. Consideration of Additional Agenda Items

**2. Consent Agenda**

- A. Consideration of Payment of Bills
- B. Consideration of Approving Workshop Meeting Minutes – July 10, 2024
- C. Consideration of Approving Regular Meeting Minutes – July 10, 2024
- D. Consideration of Approving Regular Meeting Minutes – July 24, 2024
- E. Consideration of Approving Regular Meeting Minutes – December 11, 2024
- F. Consideration of Approving Workshop Meeting Minutes – December 11, 2024

**3. Public Hearing**

N/A

**4. Regular Agenda**

- A. Consideration of directing staff to prepare Pre-Development Agreement for presentation at the February 12, 2025, EDA meeting.
- B. Consideration of directing staff to prepare an environmental study proposal for presentation at the February 12, 2025, EDA meeting
- C. Consideration of directing staff to prepare a Blight and Substandard Findings proposal for presentation at the February 12, 2025, EDA meeting

**5. Other Business**

A. Consideration of Economic Development Manager's Report

6. **Adjournment**

**2A. Consideration of Approving Payment of Bills**

<p><b>Prepared by:</b> Community &amp; Economic Development Administrative Assistant</p>	<p><b>Meeting Date:</b> 1/7/2025</p>	<p><input type="checkbox"/> Regular Agenda Item <input checked="" type="checkbox"/> Consent Agenda Item</p>
<p><b>Reviewed by:</b> N/A</p>	<p><b>Approved by:</b> Economic Development Manager</p>	

**REFERENCE AND BACKGROUND:**

Accounts Payable summary statements listing bills submitted during the previous month are included for review.

**ALTERNATIVE ACTIONS:**

1. Motion to approve payment of bills through December 2024.
2. Motion to approve payment of bills through December 2024 with changes as directed by the EDA.

**STAFF RECOMMENDATION:**

Staff recommend approval of Alternative 1.

**SUPPORTING DATA:**

- Accounts Payable Summary Statements for December 2024.

# Accounts Payable

## Transactions by Account

User: julie.cheney  
Printed: 12/04/2024 - 3:14PM  
Batch: 00202.12.2024



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
213-46301-430400	KENNEDY AND GRAVEN CHAR	Block 52 Redevelopment - Oct 2024	12/10/2024	129374	224.00	
213-46301-430400	KENNEDY AND GRAVEN CHAR	GMEF Loan - Car Wash - Oct 2024	12/10/2024	129374	980.00	
213-46301-430400	KENNEDY AND GRAVEN CHAR	General EDA - Oct 2024	12/10/2024	129374	736.00	
213-46301-430400	KENNEDY AND GRAVEN CHAR	Facade Forgivable Loan Program - Oc	12/10/2024	129374	560.00	
Vendor Subtotal:					2,500.00	
Subtotal for Fund: 213					2,500.00	
Report Total:					2,500.00	

# Accounts Payable

## Transactions by Account

User: julie.cheney  
 Printed: 12/19/2024 - 1:28PM  
 Batch: 00203.12.2024



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
213-46301-430400	KENNEDY AND GRAVEN CHAR	Facade Forgivable Loan Program - No	12/19/2024	129451	780.00	
		Vendor Subtotal:			780.00	
213-46301-431990	GROMBERG & ASSOCIATES	Project Megawatt RFP	12/19/2024	129441	540.00	
		Vendor Subtotal:			540.00	
213-46301-433100	JAMES THARES	Mileage Reimbursement (174 Miles)	12/19/2024	0	116.58	
		Vendor Subtotal:			116.58	
213-46301-434990	AE2 - ADVANCED ELEMENTS, IN	IMCP Templates - Nov 2024	12/19/2024	129423	190.50	
		Vendor Subtotal:			190.50	
213-46301-437100	WRIGHT CO AUDITOR-TREAS	155-226-000010 - Property Tax Pmt	12/19/2024	129479	165.75	
		Vendor Subtotal:			165.75	
213-46540-465110	GRANITE CITY REAL ESTATE	Pay As You Go - 2nd Pmt 2024	12/19/2024	129439	34,207.70	
		Vendor Subtotal:			34,207.70	
213-46546-435100	WRIGHT CO RECORDER	Development Agreement - A #1565180	12/19/2024	129480	46.00	
		Vendor Subtotal:			46.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					36,046.53	
					36,046.53	

# Accounts Payable

## Transactions by Account

User: julie.cheney  
 Printed: 01/03/2025 - 8:06AM  
 Batch: 00204.12.2024



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
213-46301-430400	KENNEDY AND GRAVEN CHAR	General EDA - Nov 2024 (1/3)	12/30/2024	129497	253.00	
		Vendor Subtotal:			253.00	
213-46524-430400	KENNEDY AND GRAVEN CHAR	General EDA - Nov 2024 (1/3)	12/30/2024	129497	161.00	
		Vendor Subtotal:			161.00	
213-46546-430400	KENNEDY AND GRAVEN CHAR	General EDA - Nov 2024 (1/3)	12/30/2024	129497	115.00	
		Vendor Subtotal:			115.00	
		Subtotal for Fund: 213			529.00	
		Report Total:			529.00	

# Accounts Payable

## Transactions by Account

User: julie.cheney  
 Printed: 01/03/2025 - 8:06AM  
 Batch: 00201.12.2024



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
213-46301-438200	CITY OF MONTICELLO	7256-015 - 216 Pine St - EDA	12/15/2024	0	52.61	
213-46301-438200	CITY OF MONTICELLO	7256-004 - 130 Brdwy- Stormwtr	12/15/2024	0	31.50	
Vendor Subtotal:					84.11	
213-46301-443990	US BANK CORPORATE PMT SYS	MONTICELLO CHAMBER OF COM	12/15/2024	0	25.00	
213-46301-443990	US BANK CORPORATE PMT SYS	DOMINOS - Food Special Mtg - EDA	12/15/2024	0	34.27	
213-46301-443990	US BANK CORPORATE PMT SYS	DOMINOS - Food Special Mtg - EDA	12/15/2024	0	37.97	
Vendor Subtotal:					97.24	
Subtotal for Fund: 213					181.35	
Report Total:					181.35	

# Accounts Payable

## Transactions by Account

User: julie.cheney  
 Printed: 01/03/2025 - 8:06AM  
 Batch: 00205.12.2024



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
213-46301-431991	DEMVI LLC	Parking Lot Maintenance - Dec 2024	12/31/2024	0	213.86	
		Vendor Subtotal:			213.86	
213-46301-438100	CENTERPOINT ENERGY	12045691-8 - 216 Pine St	12/31/2024	0	43.60	
		Vendor Subtotal:			43.60	
213-46301-438100	XCEL ENERGY	101 E 3rd St (216 Pine St) - formerly I	12/31/2024	0	19.73	
		Vendor Subtotal:			19.73	
		Subtotal for Fund: 213			277.19	
		Report Total:			277.19	

The preceding list of bills totaling \$39,534.07 was approved for payment.

Date: 1/8/25 Approved by: \_\_\_\_\_

Hali Sittig - Treasurer

**MINUTES (DRAFT)**  
**WORKSHOP - ECONOMIC DEVELOPMENT AUTHORITY (EDA)**  
**Wednesday, July 10, 2024 – 4:30 p.m.**  
**Academy Room, Monticello Community Center**

Commissioners Present: Councilmember Tracy Hinz-Presiding, Ollie Koropchak-White, Rick Barger, Mayor Lloyd Hilgart

Commissioners Absent: President Steve Johnson, Vice President Jon Morpew,

Staff Present: Executive Director Jim Thares, Angela Schumann

**1. Call to order**

Tracy Hinz called the workshop meeting of the Monticello EDA to order at 4:30 p.m.

**2. Roll Call**

Ms. Hinz called the roll.

**3. Block 34 Redevelopment Draft Request for Information (RFI) Packet Review and Discussion**

Jim Thares, Economic Development Manager, introduced the item. The EDA is asked to review and critique the RFI packet. Angela Schumann, Community Development Director, drafted the RFI. She provided an overview of the draft passed out at the meeting and is asking the Commissioners to review and give additional feedback. The first round of feedback from the EDA was included in the document noting that the EDA is asking the Development Community what is feasible. The RFI provides information about the existing site opportunities and constraints, identifying critical site partnerships. Ms. Schumann confirmed with Mr. Thares that the acquisition of investment would be added.

Angela Schumann also indicated that staff would provide information to developers about the next steps in the EDA to review process and also align this information to the City and EDA goals are, as interview sessions are arranged. The RFI due date is September 1, 2024. The discussion and feedback are planned to continue at the July 24, 2024, Regular meeting.

Mayor Hilgart inquired about the status of the study on the wells. Ms. Schumann responded that it is anticipated the information will not be ready until August.

Rick Barger inquired if getting the comments back to staff at the next meeting is

realistic. Although staff feel this should be sufficient, Ms. Schumann and Mr. Thares agreed that extra time could be given to the developers if they request it.

Ms. Hinz inquired how we would get this out. Ms. Schumann replied WSB will be a part of this outreach effort, developers who were sent the Block 52 proposals as well as variety of other known developers. It will also be posted on the City website.

The EDA consensus is their comments will be provided at the July 24, 2024, meeting.

**4. Budget Projections Review-Discussion and Façade Improvement Funding Update**

Mr. Thares, Economic Development Manager, introduced the item, reviewing the status of the façade program and upcoming needed transfers. He noted that there are other applications in the process of being finalized and submitted for review. The current known projects will virtually deplete the current funding. This subject is on the current EDA agenda. Additional transfers will be needed as additional applications come in through the remainder of 2024. This topic will be addressed at the regular meeting following this workshop and upcoming other meetings.

**5. Adjournment**

HALI SITTIG MOVED TO ADJOURN, RICK BARGER SECONDED MOTION. MOTION SECONDED BY OLLIE KOROPCHAK-WHITE. MOTION CARRIED UNANIMOUSLY. MEETING ADJOURNED AT 5:59 P.M.

**MINUTES (Draft)**  
**REGULAR MEETING - ECONOMIC DEVELOPMENT AUTHORITY (EDA)**  
**Wednesday, July 10, 2024 – 6:00 p.m.**  
**Mississippi Room, Monticello Community Center**

**ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING**  
**Academy Room**

4:30 p.m.	Review of Block 34 Request for Information
5:15 p.m.	General Fund Budget Review and Discussion and Façade Forgivable Loan Funding review

Commissioners Present: Vice President Jon Morphew, Treasurer Hali Sittig, Ollie Koropchak-White, Rick Barger, Councilmember Tracy Hinz, Mayor Lloyd Hilgart

Members Absent: President Steve Johnson

Staff Present: Executive Director Jim Thares, Vicki Leerhoff

1. **General Business**

A. **Call to Order**

Vice President Jon Morphew called the regular meeting of the Monticello EDA to order at 6:00 p.m.

B. **Roll Call 6:00 p.m.**

Mr. Morphew called the roll.

2. **Consideration of Additional Agenda Items**

None

3. **Consent Agenda**

A. **Consideration of Payment of Bills**

B. **Consideration of Approving Regular Meeting Minutes – May 8, 2024**

C. **Consideration of Approving Workshop Meeting Minutes – May 8, 2024**

D. **Consideration of CY 2025 Initiative Foundation Funding Contribution**

HALI SITTIG MOVED TO APPROVE THE CONSENT AGENDA. OLLIE KOROPCHAK-WHITE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 6-0.

4. **Public Hearing**

A. **PUBLIC HEARING – Consideration of Façade Improvement Forgivable Loan for Jon and Lucy Murray’s Dance Studio at 155 West Broadway Street and Sleep Concepts**

**at 149 West Broadway Street**

Jim Thares, Economic Development Manager, provided an update on the item. Mr. Thares noted that the required information has not been provided and staff is recommending continuing this public hearing to July 24, 2024, the next regular Economic Development Authority meeting.

OLLIE KOROPCHAK-WHITE MOVED TO CONTINUE THE PUBLIC HEARING TO THE JULY 24, 2024, REGULAR ECONOMIC DEVELOPMENT MEETING, RICK BARGER SECONDED MOTION. MOTION CARRIED UNANIMOUSLY, 6-0.

**5. Regular Agenda**

**A. Consideration of Adding Additional Funding to the Façade Improvement Forgivable Loan Program**

Mr. Thares introduced the item regarding proposed additional funding for the Façade Improvement Forgivable Loan program. Staff is requesting additional funding of \$93,425 be added to this program. There are two main factors for the requested funding increase, including the larger target area and a noted increase in construction costs. The proposed funding increase will accommodate the two Block 52 projects as envisioned, including all 3 sides of the Dance Studio and the Mattress Store if they finalize their application.

The EDA should also be aware that if additional funding proposals which are in the target area are submitted for consideration in the future, an additional funding allocation may be presented to the EDA again in coming months. The EDA General Fund is the source of the proposed allocation to the Façade Improvement Fund.

Mr. Morpew wanted clarification that after these funds are allocated to the Block 52 businesses, this would leave a zero balance in this fund. Mr. Thares confirmed this, however, there is another business that made its intentions know to staff that it plans to apply for the funding. If that does occur, then staff will request additional funding for the Façade Improvement Forgivable Loan Program.

TRACY HINZ MOVED TO APPROVE THE EDA TO ALLOCATE AN ADDITIONAL \$93,425 INTO THE FAÇADE IMPROVEMENT FORGIVABLE LOAN PROGRAM TO ACCOMMODATE THE PROMINENT BLOCK 52 FAÇADE IMPROVEMENT PROJECTS WHICH WILL INCREASE THE SUB-FUND BALANCE TO \$245,003. OLLIE KOROPCHAK-WHITE SECONDED MOTION. MOTION CARRIED 6-0.

**B. Consideration of \$5,000 Sponsorship to 2024 Chalk Fest**

Mr. Thares introduced the item. In 2023 a marketing sponsorship donation for the

Monticello Chalk Fest was approved by the EDA. Staff and EDA Commissioners had a booth and provided information about the Economic Development work plans, goals and the purpose of EDA.

Lloyd Hilgart, 6413 82<sup>nd</sup> Street, addressed the EDA with details of the 2024 Chalk Fest. It is no longer a city event; It is organized by Mr. and Mrs. Hilgart with the Chamber acting a fiduciary. Chalk Fest has received several major donations and and has many sponsors. The site for the 2024 Chalk Fest has been moved along River Street and Walnut near Block 52. Because of that location, Chalk Fest is highlighting Block 52 and the West Bridge Park improvements. He stated that only Monticello vendors will be used, especially downtown.

Vice Chair Jon Morpew inquired if the EDA would staff a booth. Mr. Thares addressed the question; it is available if the EDA would like to help. Further decisions will be made on this matter. Commissioner Sittig asked why it is now a private event versus City event and noted that she supports the event. Mr. Hilgart said it was recently discussed at a City Council Meeting.

Mr. Thares noted that the EDA has available funds.

RICK BARGER MOVED TO APPROVE THE SPONSORSHIP OF THE MONTICELLO CHALK FEST EVENT IN THE AMOUNT OF \$5,000. HALI SITTIG SECONDED MOTION. MOTION CARRIED 5-0 WITH MAYOR HILGART ABSTAINING.

C. **Consideration of Update of Rustech Brewing Business Operations Status and GMEF Loan Update**

Mr. Thares introduced the item. Bill Burt, Rustech, entered into a purchase agreement to sell his current property and is required to relinquish it to the buyer by August 15. Rustech GMEF loan is current, including the July payment. Mr. Burt recently met with City staff, and he said Rustech (or the Burts) will continue to make payments on the GMEF Loan balance with a stated goal of eventually relocating to a smaller space through a lease agreement at a Monticello property. Mr. Burt is also working with his bank to restructure the current bank loan.

Ms. Sittig inquired how much longer is left on the loan. Mr. Thares said that the remaining loan term is approximately 5 years. No action was taken on the item.

6. **Other Business**

A. **Consideration of Economic Development Manager's Report**

Mr. Thares provided an overview of the agenda item to the EDA and the public.

No action was taken on the item.

7. **Adjournment**

TRACY HINZ MOVED TO ADJOURN, RICK BARGER SECONDED MOTION. MOTION CARRIED UNANIMOUSLY. MEETING ADJOURNED AT 6:29 P.M.

DRAFT

**MINUTES (DRAFT)**  
**REGULAR MEETING - ECONOMIC DEVELOPMENT AUTHORITY (EDA)**  
**Wednesday, July 24, 2024 – 7:00 a.m.**  
**Academy Room, Monticello Community Center**

Commissioners: President Steve Johnson, Vice President Jon Morphew, Treasurer Hali Sittig, Ollie Koropchak-White, Rick Barger, Councilmember Tracy Hinz, Mayor Lloyd Hilgart All Present

Staff: Executive Director Jim Thares,

**1. General Business**

- A. Call to Order
- B. Roll Call 7:00 a.m.

**2. Consideration of Additional Agenda Items**

none

**3. Consent Agenda**

None

**4. Public Hearing**

- A. **PUBLIC HEARING Continued – PUBLIC HEARING – Consideration of Façade Improvement Forgivable Loan for Jon and Lucy Murray’s Dance Studio at 155 West Broadway Street and Sleep Concepts at 149 West Broadway Street**

Jim Thares, Economic Development Manager, continued the Public Hearing from 7/10 meeting which was opened in June. Mr. Thares noted that the required information has not been provided and staff is recommending continuing this public hearing to August 14, 2024, the next regular Economic Development Authority meeting.

HALI SITTIG MOVED TO CONTINUE THE PUBLIC HEARING TO THE AUGUST 14, 2024, REGULAR ECONOMIC DEVELOPMENT MEETING, OLLIE KOROPCHAK-WHITE SECONDED MOTION. MOTION CARRIED UNANIMOUSLY, 7-0.

**5. Regular Agenda**

- A. **Consideration of GMEF Loan Pre-Application from Hair Obsession, LLC-AIC Properties, LLC in the amount of \$95,000 to fill a financing gap for acquisition of a commercial building located at 213 Pine Street**

Mr. Thares introduced Laurie and Joel Obia, owners of LLC-AIC Properties (Hair Obsession), and Sara Kortmansky-North Star Bank Lender.

Hair Obsession has been in Monticello for 10 years, 8 of those in their current

location at 534 Walnut Street. Due to growth, they are looking to move to a larger space and would like to purchase 105 West 3<sup>rd</sup> Street. The pre-application GMEF Loan amount requests is for \$95,000. Hair Obsession is seeking funding assistance to purchase an existing commercial building located at 105 West Third Street. The total investment is estimated to be \$600,000. The building is the former site of the Rustech Microbrewery. Rustech is planning to relocate and restructure its business.

North Star Bank is the first mortgage lender of \$405,000; 67.50 percent of the total project cost, for the property purchase and renovations. Owner equity cash is \$100,000 or 16.70 percent of the total funding. A \$95,000 GMEF loan would fill the remaining gap; about 15.80 percent of the project. The GMEF dollars would be used to complete the renovations to the building. Mr. Thares referred to the breakdown of funding sources and uses in the Staff Report.

He also stated that Hair Obsession has plans to create 6 new jobs and add several more rental chairs. Mr. Thares noted that the GMF loan fund has sufficient capacity to provide this loan. The proposal complies with the GMEF Loan policies.

Mr. Johnson asked about the total outstanding balances of all GMEF loans. Mr. Thares explained that outstanding balances will be listed at an upcoming budget meeting.

Mr. Johnson also asked if there is adequate parking at the property. Ms. Obia stated that since the business relies on appointments it will be more than sufficient. Commissioner Jon Morphew inquired as to what services would be offered. Mr. and Mrs. Obia listed several.

Mr. Thares said that the EDA attorney can draft the loan documents for consideration at a future EDA meeting. Staff is asking the EDA for direction regarding preparation of the loan documents for consideration at the August 14<sup>th</sup> regular meeting as the LLC-AIC Properties would like to close on the building on August 15, 2024.

LLOYD HILGART MOVED TO AUTHORIZE STAFF TO PROCEED WITH FURTHER DUE DILIGENCE RELATED TO THE GMEF LOAN CREDIT APPLICATION REQUEST FROM HAIR OBSESSION, LLC-AIC PROPERTIES, LLC AND PREPARATION OF A LOAN AGREEMENT FOR CONSIDERATION AT A FUTURE MEETING, WITH A 10 YEAR LOAN AT 5.75 PERCENT INTEREST, HALI SITTIG SECONDED MOTION. MOTION CARRIED 5-0 WITH JON MORPHEW AND TRACY HINZ ABSTAINING.

**B. Consideration of Authorizing the issuance of the Block 34 Redevelopment Opportunity RFI (Request For Information) packet**

Mr. Thares introduced the item. Staff are asking the EDA to approve the Block 34 Redevelopment Opportunity RFI packet which was previously reviewed at the workshop on July 10<sup>th</sup>. Angela Schumann, Community Development Director, noted several changes to the packet as requested at that workshop.

The goal is to compile a list of developers in the area and send them RFI packets by the end of July. The RFI packet identifies the response date as September 16, 2024.

RICK BARGER MOVED TO APPROVE THE BLOCK 34 REDEVELOPMENT OPPORTUNITY RFI (REQUEST FOR INFORMATION) PACKET AND FURTHER AUTHORIZE STAFF TO PROCEED WITH SOLICITATION OF RESPONSES FROM DEVELOPERS, OLLIE KOROPCHAK-WHITE SECONDED MOTION.

**6. Other Business**

**A. Consideration of Economic Development Manager's Report**

Mr. Thares provided an overview of the agenda item to the EDA and the public. No action was taken on the item.

**7. Adjournment**

TRACY HINZ MOVED TO ADJOURN, HALI SITTIG SECONDED MOTION. MOTION CARRIED UNANIMOUSLY. MEETING ADJOURNED AT 7:59 A.M.

**MINUTES (DRAFT)**  
**REGULAR MEETING - ECONOMIC DEVELOPMENT AUTHORITY (EDA)**  
**Wednesday, December 11, 2024 – 6:00 p.m.**  
**Monticello Community Center**

Commissioners Present: President Steve Johnson, Vice President Jon Morphew, Ollie Koropchak-White, Rick Barger, Tracy Hinz, Mayor Lloyd Hilgart  
Commissioners Absent: Hali Sittig, Mayor Lloyd Hilgart, Treasurer Hali Sittig  
Staff Present: Executive Director Jim Thares, Community and Economic Development Coordinator Tyler Bevier

**1. General Business**

**A. Call to Order**

President Steve Johnson called the regular meeting of the Monticello EDA to order at 6:00 p.m.

**B. Roll Call 6:00 p.m.**

Mr. Johnson called the roll.

**2. Consideration of Additional Agenda Items**

None

**3. Consent Agenda**

**A. Consideration of Payment of Bills**

**B. Consideration of Approving Regular Meeting Minutes – October 9, 2024**

**C. Consideration of Wright County Economic Development Partnership (WCEDP) 2025 Annual Membership Dues**

JON MORPHEW MOVED TO APPROVE THE CONSENT AGENDA. RICK BARGER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 5-0.

**4. Public Hearings**

None

**5. Regular Agenda**

**A. Consideration of Proposed 2025 Broadway Parking Easement Funding Allocation**

Economic Development Director Jim Thares presented an overview of the proposed 2025 Broadway parking easement funding allocation for 218 & 220 W Broadway on Block 36 in the amount of \$2,377.28 for electricity, grounds maintenance (Lawn/Snow), and management fees. The proposal was prepared by the management company, Bullseye Property and Realty. He said that the 2025 EDA General Fund budget has sufficient funding in a line for this specific item.

RICK BARGER MOVED MOTION TO AUTHORIZE FUNDING FOR THE 2025 BROADWAY

PARKING EASEMENT (220 WEST BROADWAY; BLOCK 36;) MANAGEMENT AND MAINTENANCE IN THE AMOUNT OF \$2,377.28, OLLIE KOROCJAK-WHITE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 5-0.

**6. Other Business**

**A. Consideration of Economic Development Manager's Report**

Mr. Thares provided an overview of the agenda item to the EDA and the public. He offered several notable comments regarding his appreciation of and association with EDA Commissioner Ollie Koropchak-White, whose term is ending on 12-31-24. He said it has been a pleasure to know her and work with her in the realm of economic development over many, many years. She is a true leader in the field of economic development and has been a steward and shepherd of economic development for the City of Monticello in several roles.

**Adjournment**

TRACY HINZ MOVED TO ADJOURN; OLLIE KOROPCHAK-WHITE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 5-0. MEETING ADJOURNED AT 6:23 P.M.

**MINUTES (DRAFT)**

**SPECIAL MEETING WORKSHOP - ECONOMIC DEVELOPMENT AUTHORITY (EDA)**

**Wednesday, December 11, 2024 – 4:45 p.m.**

**Academy Room, Monticello Community Center**

Commissioners Present: President Steve Johnson, Vice President Jon Morphew, Ollie Koropchak-White, Rick Barger, Mayor Lloyd Hilgart

Commissioners Absent: Councilmember Tracy Hinz, Hali Sittig

Staff Present: Executive Director Jim Thares, Community Development Director Angela Schumann, Community and Economic Development Coordinator Tyler Bevier

**1. Call to Order**

President Steve Johnson called the workshop meeting to order at 4:30 p.m.

**2. Roll Call**

Mr. Johnson called the roll.

**A. GMEF Pre-Application Review – Nordic Brewpub Proposal**

Economic Development Manager Jim Thares presented an overview of this item. Zach Barthel has applied for a GMEF loan. Mr. Thares walked through the application and proposal in the packet. Mr. Barthel is interested in purchasing Frank & Bessie's Attic Antique Store's current location on Block 52 and moving Nordic Brewing to that location. He is seeking a GMEF loan application. His proposal is eligible for funding. He will also be requesting a Façade Improvement Forgivable Loan in the spring 2026. Mr. Barthel stated that he would like to have control of the property in January of 2026. This property is zoning allows the proposed use.

Mr. Barthel reviewed his business concept with a full restaurant and full bar. He would also like to add rooftop seating. The Nordic's current location is a large space and not used effectively. He said Nordic is facing an increase in rent in a proposed lease extension-renewal and that presents challenges to viability of the business. Nordic would also like to own instead of renting. Mr. Barthel indicated that he is working with a local bank on getting funding approval for the proposal.

Ms. Koropchak-White inquired if there was a garage attached and what the plans would be for the use. Mr. Barthel stated that it would be used as walk in freezer and walk in coolers. Ms. Koropchak-White also asked if Mr. Barthel had estimates on building rooftop seating-dining. Mr. Barthel said he has been discussing that with a

contractor. He is talking to the local building officials about this and the ordinances. He feels the roof top dining will be a positive amenity and will draw people from outside the area.

Mr. Johnson asked if there is sufficient parking. Mr. Barthel said patrons may have to park a bit farther away though, he believes if his product is worthwhile, they will do that. He stated in many communities it is common to walk a couple of blocks to get to a destination. He stated that the Monticello Help Center which is 2 blocks away has agreed to offer contract up to 20 parking spaces for Nordic's use.

Mr. Johnson asked Angela Schumann, Community Development Director, to explain the parking demand and employee parking. Ms. Schumann explained that the most important thing is to get people downtown. If people cannot find parking places there are ways to address this. The city can stripe stalls and there is room for some pocket parking. There are several opportunities for joint parking and other options. Mayor Hilgart explained that people will walk if there is something they are excited to get to.

Mr. Johnson inquired if an architect had gone through the property with Mr. Barthel. Mr. Barthel said an electrician has walked through though no architect has been through the building yet. He also said that he and his dad have experience in construction and they plan to do a lot of work. Ms. Koropchak-White inquired how large the property is. Mr. Barthel said it is roughly 4500 square feet. After further discussion the EDA stated their consensus of support and encouraged Mr. Barthel to continue the GMEF Loan process and come back to the EDA with a complete application.

**4. Discussion-Formulation of 2025-2027 EDA Workplan (Goals and Objectives) with Worksheet**

Mr. Thares introduced the item. The last adopted plan was 2022-2024. A new Workplan should reflect the EDA's goals and objectives over the next two to three years. Mr. Thares reviewed the current plan and obvious potential changes very quickly and asked the EDA Commissioners to complete the questionnaire from the packet as a homework assignment.

MEETING WAS ADJOURNED BY CONSENSOUS.

**4A. Consideration of authorizing staff to proceed with preparing a Pre-Development Agreement with Kraus Anderson related to potential Block 34 Redevelopment Activities for presentation and consideration at the February 12, 2025, EDA meeting**

<b>Prepared by:</b> Economic Development Manager	<b>Meeting Date:</b> 1/08/25	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>
<b>Reviewed by:</b> Community Development Director, Community Economic Development Coordinator	<b>Approved by:</b> City Administrator	

**ACTION REQUESTED**

1. Motion to authorize staff to prepare a Pre-Development Agreement with Kraus Anderson related to potential Block 34 Redevelopment activities for future presentation and consideration.
2. Motion of other.

**REFERENCE AND BACKGROUND**

The EDA is asked to authorize staff to work with the EDA attorney to prepare a Pre-Development Agreement between the EDA, City of Monticello and Kraus Anderson related to potential Block 34 Redevelopment activities for presentation and consideration at the February 12, 2025, EDA meeting.

Following the EDA’s review of the two RFI proposals for potential Block 34 redevelopment, staff have had several productive and encouraging meetings with the interested developer group, Kraus Anderson. In the most recent meeting in late December, the developer suggested, and City staff agree, that a Pre-Development Agreement format would be a helpful document to identify a variety of tasks, and next steps by the developer, the EDA, and the City.

A Pre-Development Agreement is typically a document that allows the parties to such an agreement to understand basic commitments and responsibilities as a progression to a formal development agreement. It identifies tasks and due diligence items that are to occur by all parties. If progress is made in completing those various identified tasks, it will clarify the items and terms that are to be negotiated and included in a formal development agreement. In the recent past, the EDA used a Pre-Development Agreement as a precursor step in its Block 52 Redevelopment process and for the UMC facility expansion as a lead up to a formal development agreement.

It also should be noted that the City Council will need to be involved in the Pre-Development Agreement and perhaps a future development agreement as several parcels of land in Block 34

are currently owned by the City rather than the EDA.

- I. **Budget Impact:** The budget impact of seeking authorization for staff to work with the EDA attorney to prepare a Pre-Development Agreement related to potential Block 34 redevelopment activities is minimal. The costs involve a consultation with the EDA attorney estimated at \$350.00. The 2025 EDA General Fund includes dollars in a line item for Professional Services and Redevelopment related activities. The budget implications related to preparation of a Pre-Development Agreement will occur with consideration of the document at the February EDA meeting.
- II. **Staff Workload Impact:** The Community Development Director, Community Economic Development Coordinator and Economic Development Manager have a small amount of time committed to completing tasks related to seeking authorization to work with the EDA attorney to prepare a Pre-Development Agreement related to potential Block 34 Redevelopment activities. If the EDA authorizes this step, then additional time will be allocated to this effort by the Economic Development Manager. No other staff are required to complete the work in this effort.
- III. **Comprehensive Plan Impact:** Completing a Pre-Development Agreement is a reasonable and prudent step in support of redevelopment efforts in Block 34. Redevelopment of portions or the entirety of Block 34 is identified as a goal within the 2017 Downtown Small Area Plan, an appendix of the Monticello 2040 Vision + Plan, which calls for a creating a vibrant Downtown.

#### **STAFF RECOMMENDATION**

Staff recommend the EDA authorize staff to work with the EDA attorney to prepare a Pre-Development Agreement related to potential Block 34 Redevelopment activities. This document will identify numerous next steps by all parties involved in the effort and allow proper due diligence and ultimately to the negotiation points that are to be resolved to enter into a formal development agreement. It will also be a guide in the planning and budgeting steps related to the entire redevelopment effort in the Block.

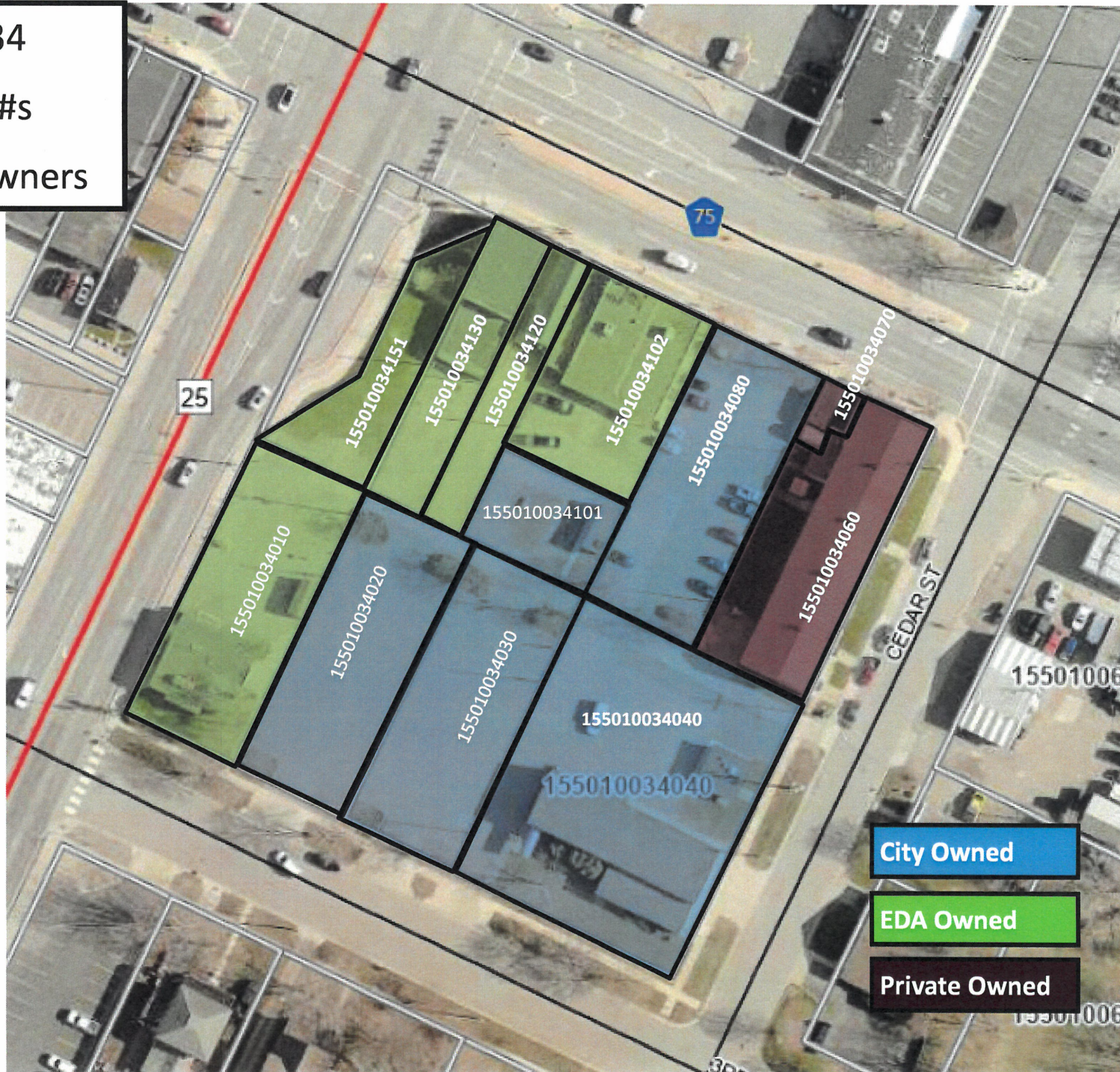
#### **SUPPORTING DATA**

- Block 34 Property Ownership

Block 34

Parcel #s

And Owners



**4B. Consideration of authorizing staff to obtain a proposal to complete a Phase II Environmental Site Assessment (ESA) of EDA owned property located at 216 Pine Street for presentation at the February 12, 2025, EDA meeting**

<b>Prepared by:</b> Economic Development Manager	<b>Meeting Date:</b> 1/08/25	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>
<b>Reviewed by:</b> Community Development Director, Community Economic Development Coordinator	<b>Approved by:</b> City Administrator	

**ACTION REQUESTED**

1. Motion to authorize staff to seek proposals from City Environmental Review consultant WSB for a Phase II Environmental Site Assessment (ESA) of EDA owned property located at 216 Pine Street.
2. Motion of other.

**REFERENCE AND BACKGROUND**

The EDA is asked to authorize staff to obtain a proposal to complete a Phase II Environmental Site Assessment (ESA) of EDA owned property located at 216 Pine Street. The goal will be to have the proposal for presentation and consideration at the February 12, 2025, EDA meeting.

A Phase II ESA is required due to the Phase I ESA findings conducted in early 2024 by WSB & Associates at this same property. Specifically, the Phase I ESA report identified a Recognized Environmental Condition (REC) on the northern half of the 10,897 square foot parcel. The REC finding is related to concerns of potential contamination on the 216 Pine Street site stemming from the presence of a gas station that was previously located north of 216 Pine Street at the corner of Broadway and Pine Street (Hwy 25). The gas station was removed from that site many years ago. The previous environmental site investigations and/or mitigation related to the gas station parcel did not extend south of the alley in Block 34 for various reasons.

Typically, Phase II ESA work tasks and investigation activities include drilling, soil probe testing, soil screening, groundwater testing and vapor testing, etc., as well as all related laboratory analysis. Often the work activities will include the use of sizable equipment at the site for a limited number of hours or perhaps days. The overall purpose is to determine if there is any soil and/or groundwater contamination at the site, the extent of the potential contamination, and also serve as a guide in planning for and seeking approval for proper mitigation and disposal of materials at an approved landfill facility.

The City has appointed WSB as its designated environmental review engineer who has

completed a number of prior environmental reviews on Block 34. As a professional service, staff is recommending proceeding with the proposal request from WSB. As part of the proposal scope, staff request that WSB review past environmental study for the block to confirm any other environmental study recommended to prepare for potential redevelopment of the publicly owned properties.

- I. **Budget Impact:** The budget impact of authorizing staff to obtain a Phase II ESA proposal is minimal as it only involves staff time preparing the EDA report and presenting it at the EDA meeting. The EDA General Fund includes dollars in a line item for Professional Services and Redevelopment related activities. The budget implications related to consideration of the report will occur with the February decision.
- II. **Staff Workload Impact:** The Community Development Director and Economic Development Manager have a small amount of time committed to completing tasks related to seeking authorization to obtain a Phase II ESA proposal and related cost estimates. If the EDA authorizes this step, then additional time will be allocated to this effort by the Economic Development Manager. No other staff are required to complete the work in this effort.
- III. **Comprehensive Plan Impact:** Completing the Phase II ESA is a prudent and required step (as per the Phase I ESA identification of a REC) in support of redevelopment efforts on Block 34. Redevelopment of portions of the block is identified as a goal within the 2017 Downtown Small Area Plan, an appendix of the Monticello 2040 Vision + Plan, which calls for creating a vibrant Downtown.

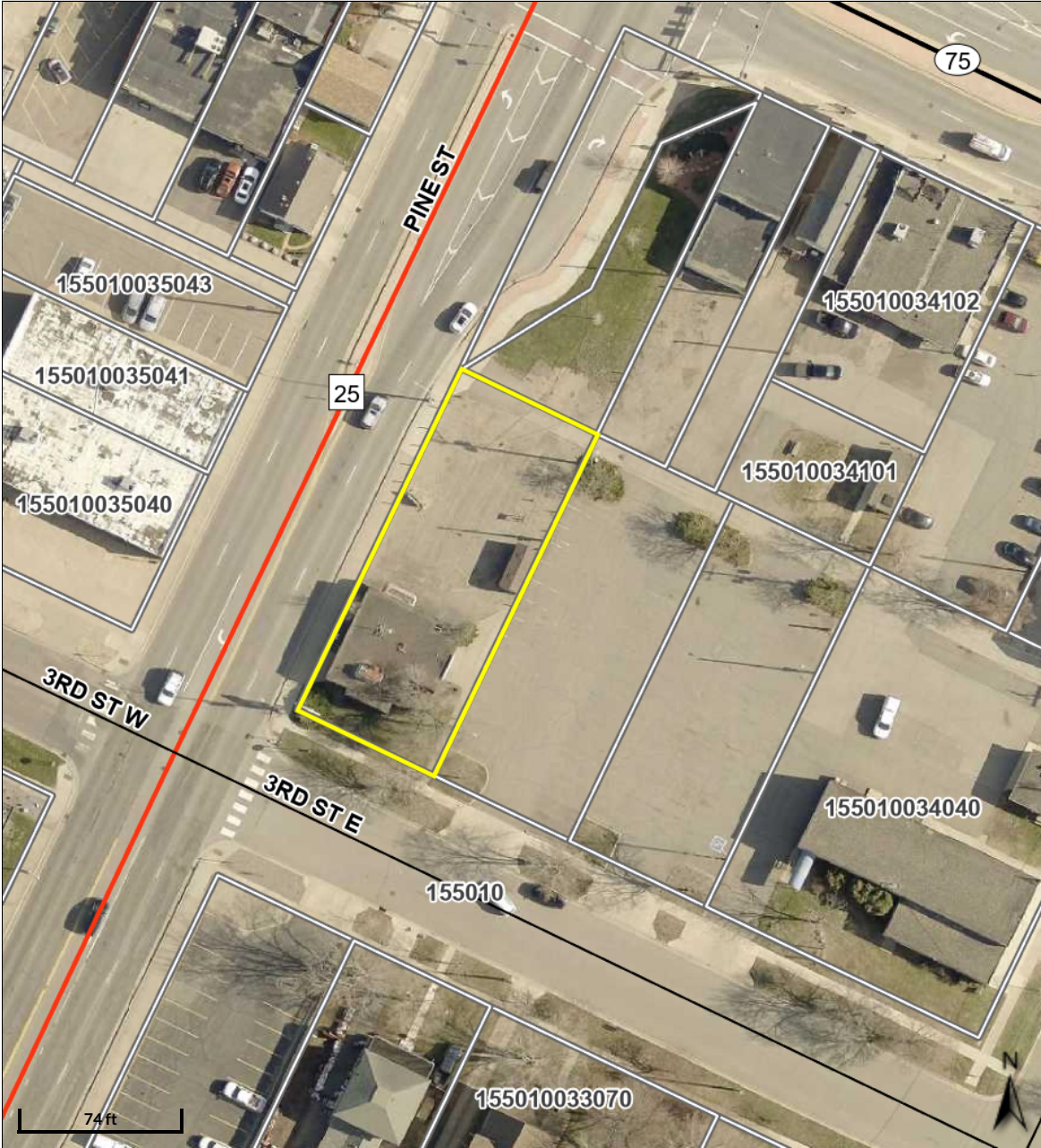
### **STAFF RECOMMENDATION**

Staff recommend the EDA authorize staff to seek a proposal for a Phase II ESA for EDA owned property located at 216 Pine Street in Block 34. The Phase II ESA will provide information related to the REC that was identified in the Phase I ESA completed at this property in early 2024. The Phase II ESA will further determine the extent of potential contamination. It will also be a guide for the planning and budgeting steps related to the goal of mitigating any potential site contamination at this parcel. Further, WSB's familiarity with the site and completion of a majority of prior site investigations will be helpful in continued environmental work necessary on this block.

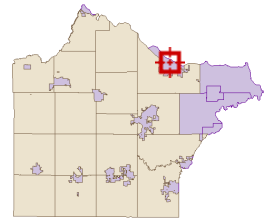
### **SUPPORTING DATA**

- A. Aerial Photo
- B. Wright County Beacon Property Report
- C. 216 Pine Street - Phase I ESA Rpt.

<https://www.ci.monticello.mn.us/DocumentCenter/View/6740/Phase-I-ESA---216-Pine-Street---20240313>








**Overview**



**Legend**

**Roads**

-  CSAHL
-  CTYCL
-  MUNICL
-  PRIVATECL
-  TWPCL

**Highways**

-  Interstate
-  State Hwy
-  US Hwy

**City/Township Limits**

-  c
-  t
-  Parcels
-  Torrens

Date created: 1/2/2024  
 Last Data Uploaded: 1/2/2024 8:34:44 AM

Developed by  **Schneider**  
 GEOSPATIAL

# Wright County, MN

## Summary

**Parcel ID** 155010034010  
**Property Address** 216 PINE ST  
 MONTICELLO MN 55362  
**Sec/Twp/Rng** 11-121-025  
**Brief Tax** SECT-11 TWP-121 RANGE-025 ORIGINAL PLAT MONTICELLO  
**Description** LOT-001 BLOCK-034  
 (Note: Not to be used on legal documents)  
**Class** 958 - 5E MUNICIPAL-PUBLIC SERVICE-OTHER  
**District** (1101) CITY OF MONTICELLO-0882  
**School District** 0882  
 (Note: Class refers to Assessor's Classification Used For Property Tax Purposes)



## GIS Acres

**Parcel:** 155010034010  
**Acres:** 0.25  
**Acres USAB:** 0.25  
**Acres ROW:**  
**Sq Ft:** 10,896.89

## Owner

**Primary Owner**  
[CITY OF MONTICELLO EDA](#)  
 %EXECUTIVE DIRECTOR  
 505 WALNUT ST STE 1  
 MONTICELLO MN 55362

## Land

Seq	Code	CER	Dim 1	Dim 2	Dim 3	Units	UT	Unit Price	Adj 1	Adj 2	Adj 3	Eff Rate	Div %	Value
1	DOWNTOWN I	0	0	0	0	10,897.000	S	18.000	0.00	0.00	0.00	17.996	1.000	196,100
2	BLACKTOP FAIR	0	0	0	0	3,650.000	U	1.500	0.00	0.00	0.00	1.507	1.000	5,500
<b>Total</b>						<b>10,897.000</b>								<b>201,600</b>

## Buildings

**Building 1**  
**Year Built** 1974  
**Architecture** N/A  
**Above Grade Living Area** 0  
**Finished Basement Sqft** 0  
**Construction Quality** 06  
**Foundation Type** CONC BLOCK  
**Frame Type** (C) Frame with Concrete  
**Size/Shape**  
**Exterior Walls** FACE BRICK  
**Windows** N/A  
**Roof Structure** FLAT  
**Roof Cover** N/A  
**Interior Walls** N/A  
**Floor Cover** N/A  
**Heat** FORCED AIR  
**Air Conditioning** CEN.EVAP  
**Bedrooms** 0  
**Bathrooms** N/A  
**Gross Building Area** 1584

Sales

Multi Parcel	Instr Type	Qualified Sale	Sale Date	Book	Page	Sale Type	Buyer	Seller	Sale Price	Adjusted Sale Price	eCRV #	eCRV	Sale Type	S.S. Rcmd.	S.S. Rjt. Rsn.	Transact Num
N	WD	U	10/31/2023			I-Improved	CITY OF MONTICELLO EDA	JAMES B & CHERYL A WOLFF	\$465,000	\$465,000	1596185		I	1	03B-GOVERNMENT	
N	WD	U	4/21/2005			I-Improved	WOLFF JAMES	US BANK NA	\$145,000	\$145,000	95623		I		14-CFD/INT PA	95623

Recent Sales In Area

Sale date range:

From:  To:

Distance:

Transfer History

Grantor	Grantee	Recorded Date	Doc Type	Doc No
WOLFF JAMES B; WOLFF CHERYL A	CITY OF MONTICELLO ECONOMIC DEVELOPMENT AUTHORITY	11/7/2023	WAR	<a href="#">1541977</a>
CENTRAL MINNESOTA REALTY LTD	WOLFF JAMES B; WOLFF CHERYL A	11/7/2023	QCD	<a href="#">1541976</a>
CENTRAL MINNESOTA REALTY LTD	WOLFF JAMES B; WOLFF CHERYL A	8/21/2023	QCD	<a href="#">1536702</a>
WOLFF JAMES B; WOLFF CHERYL A	CENTRAL MINNESOTA REALTY LTD	11/3/2008	QCD	<a href="#">1101780</a>
US BANK NA	WOLFF JAMES B; WOLFF CHERYL A	6/10/2005	LWD	<a href="#">962682</a>

Note: Transfer History data is from LandLink beginning 01/01/2003.

Valuation

	2024 Assessment	2023 Assessment	2022 Assessment	2021 Assessment	2020 Assessment
+ Estimated Land Value	\$201,600	\$155,300	\$116,100	\$116,000	\$116,000
+ Estimated Building Value	\$160,900	\$160,900	\$128,000	\$121,000	\$114,000
+ Estimated Machinery Value	\$0	\$0	\$0	\$0	\$0
= Total Estimated Market Value	\$362,500	\$316,200	\$244,100	\$237,000	\$230,000
% Change	14.64%	29.54%	3.00%	3.04%	0.00%

Taxation

	2024 Payable	2023 Payable	2022 Payable	2021 Payable
Estimated Market Value	\$316,200	\$244,100	\$237,000	\$230,000
- Excluded Value	\$0	\$0	\$0	\$0
- Homestead Exclusion	\$0	\$0	\$0	\$0
= Taxable Market Value	\$316,200	\$244,100	\$237,000	\$230,000
Net Taxes Due	\$6,160.24	\$4,675.26	\$5,196.27	\$4,985.27
+ Special Assessments	\$643.76	\$666.74	\$689.73	\$712.73
= Total Taxes Due	\$6,804.00	\$5,342.00	\$5,886.00	\$5,698.00
% Change	27.37%	-9.24%	3.30%	-2.00%

**Taxation (Preliminary 2025 Taxes Payable)**

	2025 Payable	2024 Payable	2023 Payable
Estimated Market Value	\$362,500	\$316,200	\$244,100
- Excluded Value	\$0	\$0	\$0
- Homestead Exclusion	\$0	\$0	\$0
<b>= Taxable Market Value</b>	<b>\$0</b>	<b>\$316,200</b>	<b>\$244,100</b>
Net Taxes Due		\$6,160.24	\$4,675.26
+ Special Assessments		\$643.76	\$666.74
<b>= Total Taxes Due</b>		<b>\$6,804.00</b>	<b>\$5,342.00</b>
% Change	0.00%	27.37%	-9.24%

Taxes and Special Assessments Payable in 2025 are preliminary.

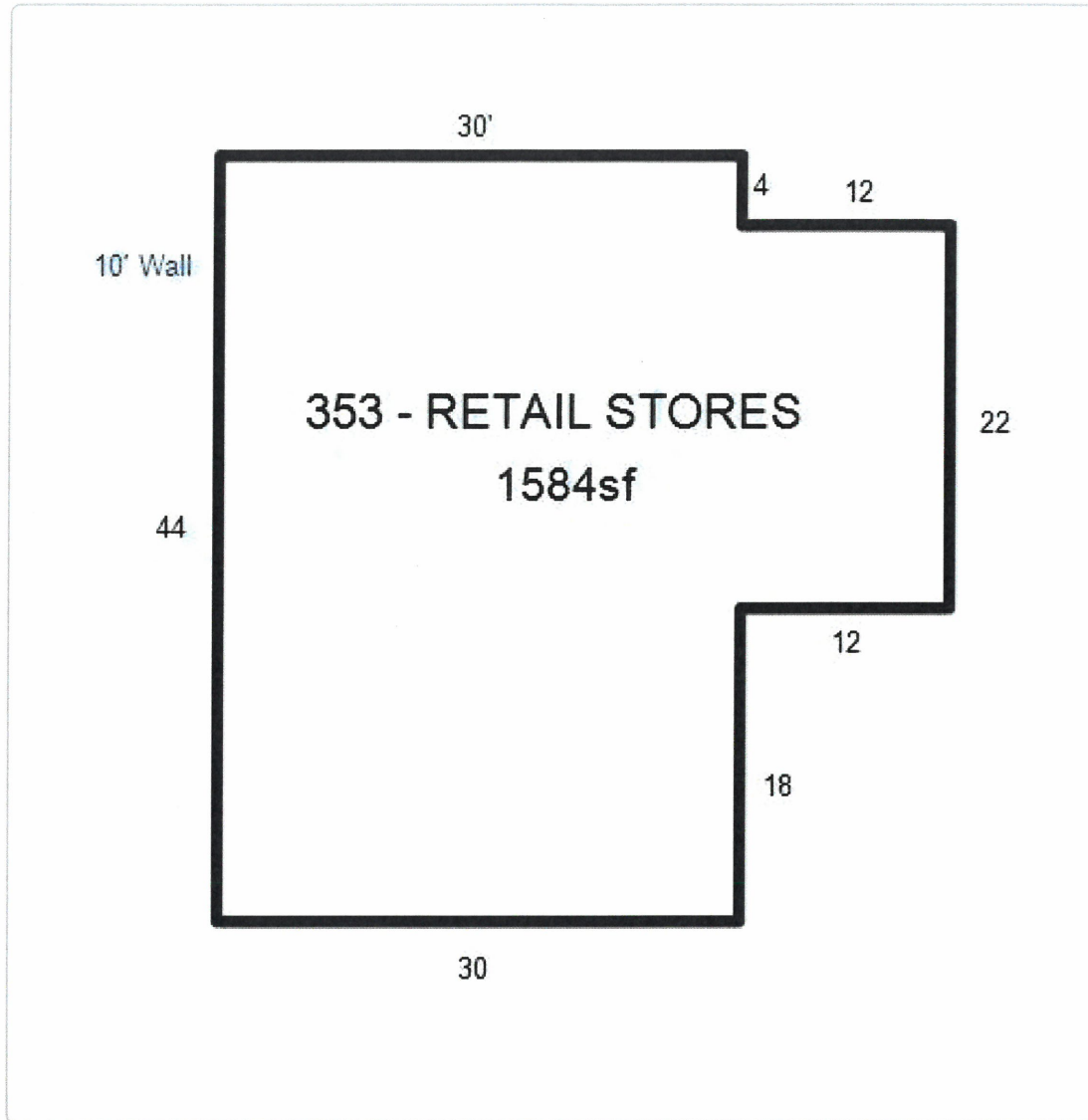
**Taxes Paid**

Payment #	Receipt #	Receipt Print Date	Amt Write Off	Amt Charge	Amt Payment
1069136		6/25/2024	\$0.00	\$0.00	\$6,804.00
1070828		6/25/2024	\$0.00	\$0.00	(\$6,804.00)
1069136		5/23/2024	\$0.00	\$0.00	(\$6,804.00)
955113		10/5/2023	\$0.00	\$0.00	(\$2,671.00)
865353		5/3/2023	\$0.00	\$0.00	(\$2,671.00)
840493	1804486	10/17/2022	\$0.00	\$0.00	(\$2,943.00)
777526	1770104	5/13/2022	\$0.00	\$0.00	(\$2,943.00)
710329	1729213	10/14/2021	\$0.00	\$0.00	(\$2,849.00)
650604	1694778	5/12/2021	\$0.00	\$0.00	(\$2,849.00)
590250	1655320	10/15/2020	\$0.00	\$0.00	(\$2,907.00)
529079	1620971	5/14/2020	\$0.00	\$0.00	(\$2,907.00)
462591	1580499	10/16/2019	\$0.00	\$0.00	\$0.00
404257	1540519	5/13/2019	\$0.00	\$0.00	\$0.00

**Photos**



**Sketches**



Map



No data available for the following modules: Land GA/RP, Extra Features, OBY, OBY (Working 2025 Assessment).

**4C. Consideration of authorizing staff to seek a Blight and Substandard Findings proposal related to potential redevelopment activities in Block 34 for presentation at the February 12, 2025, EDA meeting**

<b>Prepared by:</b> Economic Development Manager	<b>Meeting Date:</b> 1/8/25	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>
<b>Reviewed by:</b> Community Development Director, Community Economic Development Coordinator	<b>Approved by:</b> City Administrator	

**ACTION REQUESTED**

1. Motion to authorize staff to seek a Blight and Substandard Findings proposal related to potential redevelopment activities in Block 34.
2. Motion of other as determined by the EDA.

**REFERENCE AND BACKGROUND**

The EDA is asked to authorize staff to seek a proposal for completion of qualification reports for Blight-Substandard Findings-Inspections related to potential redevelopment activities in Block 34. This is a required step to establish a Redevelopment Tax Increment Financing (TIF) District.

Per Minnesota Tax Increment Financing (TIF) Statutes, blight-substandard conditions must be documented as being a prevalent, existing condition for purposes of establishing a Redevelopment TIF district. The blighted conditions then serve as justification to use TIF as a public financial assistance tool. If the EDA authorizes staff to seek a proposal, it would be presented to the EDA for consideration of approval at the February 12, 2025, EDA meeting.

The scope of work proposed includes conducting blight inspections and preparing detailed findings. This process involves completing building inspections by a qualified inspector and/or architect to determine if blight conditions exist and the extent of such findings. It does not involve any destructive or invasive testing methods. The Blight-Substandard Findings report is then typically attached to a TIF Plan that is specific to a proposed Redevelopment TIF District.

The EDA previously completed substandard findings for a portion of the properties on Block 34. These include qualification inspections completed in late 2014 at the following addresses: 100, 112 and 130 East Broadway. Since that time, the EDA has acquired additional properties on the block and has made occupancy changes in some existing publicly owned buildings, such as the prior DMV building. To support efforts to pursue

redevelopment of this block, the substandard qualification reports for the remaining properties are a necessary next step.

It is important to note that there are very few firms who complete these inspections and prepare these findings, and even fewer who have prepared reports meeting tests against qualification. As such, and as a professional service, staff will be seeking a proposal from LHB, the same firm that previously prepared findings for buildings on Block 34.

- I. **Budget Impact:** The budget impact of authorizing staff to obtain a Blight-Substandard Findings proposal is minimal as it only involves staff time preparing the EDA report and present at the EDA meeting. The 2025 EDA General Fund includes dollars in a line item for Professional Services and Redevelopment related activities. The budget implications related to consideration of a substandard qualification report proposal will occur with the February decision.
- II. **Staff Workload Impact:** The Community Development Director, Community Economic Development Coordinator, and Economic Development Manager have a small amount of time committed to completing tasks related to seeking authorization to obtain a Blight-Substandard Findings proposal and related cost estimates as it relates to potential redevelopment activities in Block 34. If the EDA authorizes this step, additional time will be allocated to this effort by the Economic Development Manager. No other staff are required to complete the work in this effort.
- III. **Comprehensive Plan Impact:** Completing a Blight-Substandard Findings report is a required step in establishing a Redevelopment TIF District that may be used to pursue redevelopment activities in Block 34. Redevelopment of either portions of Block 34 or the entire Block is identified as a goal within the 2017 Downtown Small Area Plan, an appendix of the Monticello 2040 Vision + Plan, which calls for a creating a vibrant Downtown.

#### **STAFF RECOMMENDATION**

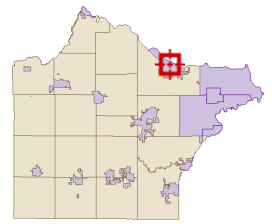
Staff recommend the EDA authorize staff to seek a proposal for Blight-Substandard Findings related to potential redevelopment activities in Block 34. As per Minnesota Statutes, the completion of the Blight-Substandard Findings (inspections and documentation) is a required step in establishing a Redevelopment TIF District. The findings documented through the blight inspection report will be referenced in the TIF Plan at the time a TIF Redevelopment District is established.

#### **SUPPORTING DATA**

- A. Aerial Photo – Block 34
- B. Block 34 Property Ownership








Overview



Legend

Roads

-  CSAHCL
-  CTYCL
-  MUNICL
-  PRIVATECL
-  TWPCCL

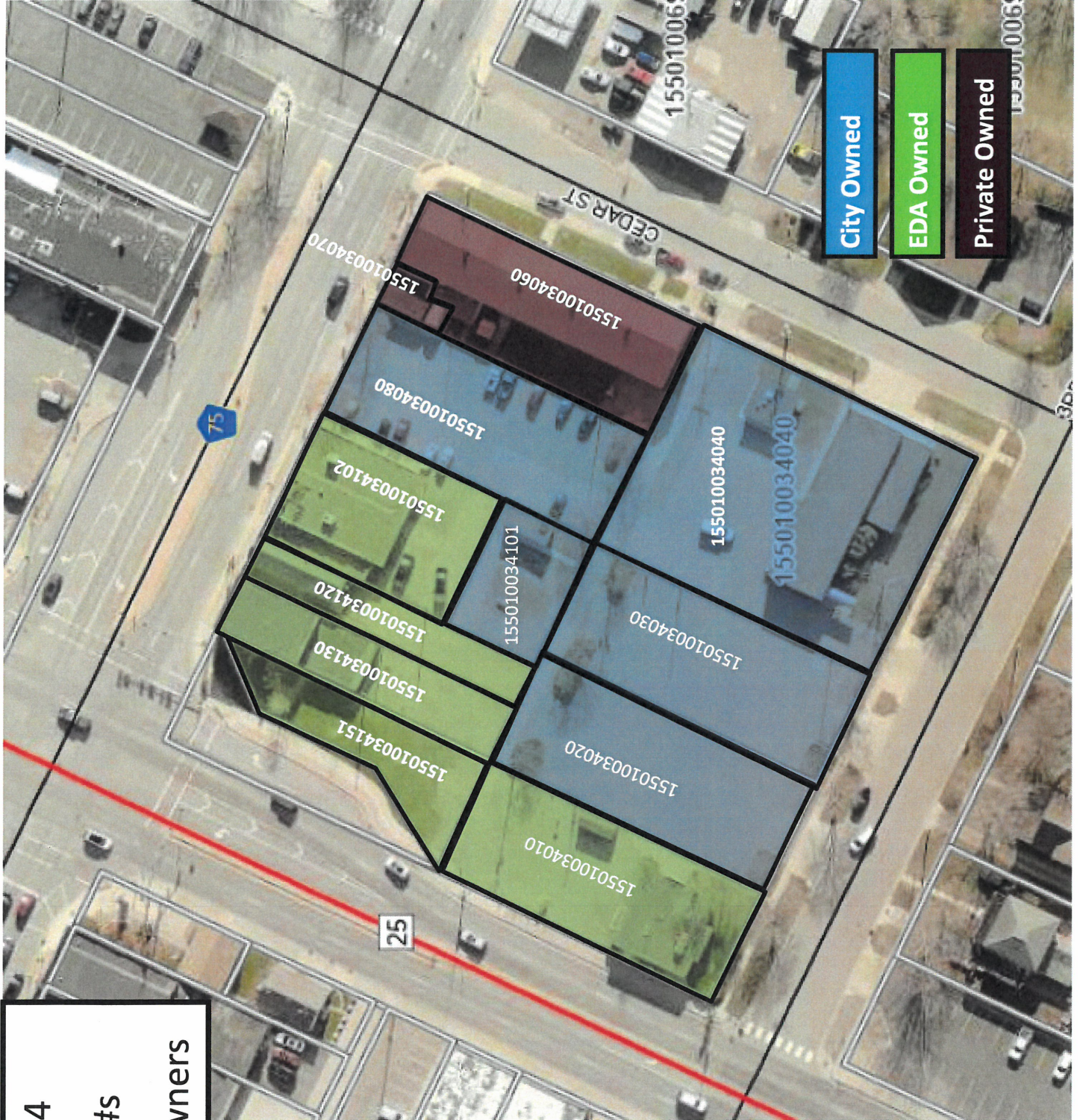
Highways

-  Interstate
-  State Hwy
-  US Hwy

City/Township Limits

-  c
-  t
-  Parcels
-  Torrens

Date created: 2/8/2024  
 Last Data Uploaded: 2/8/2024 5:19:43 PM



City Owned

EDA Owned

Private Owned

Block 34  
Parcel #s  
And Owners

25

75

CEDAR ST

155010034070

155010034060

155010034080

155010034102

155010034120

155010034130

155010034151

155010034101

155010034020

155010034010

155010034030

155010034040

155010034040

15501006

15501006

**5A. Economic Development Manager's Report**

<b>Prepared by:</b> Economic Development Manager	<b>Meeting Date:</b> 1/8/2025	<input checked="" type="checkbox"/> <b>Other Business</b>
<b>Reviewed by:</b> N/A	<b>Approved by:</b> N/A	

**REFERENCE AND BACKGROUND**

1. **Note from Ollie – Ollie Koropchak-White, recently retired from her EDA Commissioner role, sent the attached note to share with the Mayor, EDA, and City staff. See exhibit A.**
2. **2025 EDA Meeting Calendar is included for review of meeting schedule: See Exhibit C.**
3. **2025 EDAM Winter Conference Agenda – The EDAM Winter Conference will be held in downtown Minneapolis on Thursday January 23 and Friday January 24. The site of the Conference is at the Lofton Hotel, Minneapolis. Staff plan to attend the Conference and gather new information in the presentations and network with other economic development practitioners regarding new trends and issues in the realm of economic development. Please see Conference Agenda, exhibit D.**
4. **Building Permit Summary Qtr. 4 and CY 2024 – Please see exhibit E.**
5. **Prospect List – Please see exhibit F.**



Agm. Mayor, EDA and staff-

What a marvelous send off. I didn't expect that. Thanks you for everything - flowers, gift card, cards and party.

The development and redevelopment projects comes about because of many teams working together and you're part of the team. Keep up the good work and I'll miss you. Also I'll keep an eye on you. Thanks again for a wonderful ride.

Ollie Koro-petah-White

# Economic Development Authority 2025 Calendar



## January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## February

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

## March

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## April

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## June

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## July

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## August

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## September

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## October

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## December

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

 6 p.m. Meeting

 7 a.m. Meeting

 Business Subsidy Application Due Date for following 6 p.m. meeting

---

# Event Agenda

2025 EDAM Winter Conference

---

## Thu, Jan 23, 2025

7:15 AM - 4:00 PM	<b>Registration</b>
7:15 AM - 8:15 AM	<b>Continental Breakfast</b>
8:00 AM - 8:30 AM	<b>Welcome &amp; Annual Meeting</b>
8:30 AM - 9:30 AM	<b>DEED &amp; Legislative Update</b> Speaker: Matt Varilek
9:30 AM - 9:45 AM	<b>Break with Exhibitors</b>
9:45 AM - 10:45 AM	<b>2035 Plan: Minneapolis Downtown by Design</b> Speaker: Adam Duininck
10:45 AM - 11:00 AM	<b>Break with Exhibitors</b>
11:00 AM - 12:30 PM	<b>Excellence in Economic Development Awards Ceremony &amp; Lunch</b>
12:30 PM - 12:45 PM	<b>Break with Exhibitors</b>
12:45 PM - 1:45 PM	<b>Keynote * Nathan Ohle, IEDC President &amp; CEO</b> Speaker: Nathan Ohle
1:45 PM - 2:15 PM	<b>Break with Exhibitors</b>
2:15 PM - 3:15 PM	<b>Making the Case for Entrepreneurship in Your Community</b> Speakers: Neil Linscheid, Becca Leys
2:15 PM - 3:15 PM	<b>Future Forward: How LEED Has Evolved to Accelerate Sustainable, Resilient &amp; Equitable Development</b> Speaker: Brent Suski
2:15 PM - 3:15 PM	<b>Leading and Navigating Change Without Leaving People Behind</b> Speaker: Dr. Summer Miller
3:15 PM - 3:30 PM	<b>Break with Exhibitors</b>
3:30 PM - 4:30 PM	<b>Sustainably Designed and Economically Resilient Projects</b> Speakers: Michael Fischer, Monte Hilleman, Jacob Goldman, Stacey Demmer
3:30 PM - 4:30 PM	<b>Fueling Innovation: Strategies to Incentivize &amp; Empower Entrepreneurs</b> Speakers: Jo Foust, Michael Werneke
3:30 PM - 4:30 PM	<b>Equity as a Verb</b> Speakers: Noah Exum, Terri Howard
4:30 PM - 6:30 PM	<b>Networking Reception</b>

---

## Fri, Jan 24, 2025

<b>7:30 AM - 12:00 PM</b>	<b>Registration</b>
<b>7:30 AM - 8:30 AM</b>	<b>Continental Breakfast</b>
<b>8:00 AM - 9:00 AM</b>	<b>Driving Economic Growth Through Authentic Storytelling</b> Speakers: Stephanie Aman, Deanna Kuennen, Cory Hepola
<b>8:00 AM - 9:00 AM</b>	<b>Powering Minnesota's Future: Navigating Demand, Sustainability, and Grid Resilience for Economic Growth</b> Speaker: David Hickey
<b>9:00 AM - 9:15 AM</b>	<b>Break with Exhibitors</b>
<b>9:15 AM - 10:15 AM</b>	<b>The Rural Business Innovation Lab</b> Speaker: Cameron Payne
<b>9:15 AM - 10:15 AM</b>	<b>Lifting Up Entrepreneurs through Education and Networking</b> Speaker: Michelle Marotzke
<b>9:15 AM - 10:15 AM</b>	<b>Build a Lifestyle and Business Culture that Works Best for You</b> Speaker: Beatrice Adenodi
<b>10:15 AM - 10:25 AM</b>	<b>Break with Exhibitors</b>
<b>10:25 AM - 11:25 AM</b>	<b>How the State Supports Start-Ups and Small Businesses</b> Speakers: Neela Mollgaard, Andy Donahue, Rob Cimperman, Brandon Toner
<b>10:25 AM - 11:25 AM</b>	<b>Building Community Wealth Through Organizing and Community Leadership</b> Speakers: Aru Sasikumar, Sohini Bag
<b>10:25 AM - 11:25 AM</b>	<b>Cultivating Resilience in the Real World of Change, Stress and Deadlines</b> Speaker: Stacy Johnston
<b>11:25 AM - 11:35 AM</b>	<b>Break with Exhibitors</b>
<b>11:35 AM - 12:35 PM</b>	<b>Economic Development Finance, Credit Analysis, and Public Assistance: How they all Work Together</b> Speakers: Jason Aarsvold, Brandi Nelson, Josh Laffen
<b>11:35 AM - 12:35 PM</b>	<b>Updating the Comprehensive Economic Development Strategy (CEDS) for Twin Cities Metro: A Collaborative Approach</b> Speakers: Todd Graham, Baris Gumus-Dawes
<b>11:35 AM - 12:35 PM</b>	<b>Positive Intelligence (Interactive Session)</b> Speaker: Gina Lemon
<b>12:35 PM - 12:45 PM</b>	<b>Adjournment &amp; Prize Drawing</b>

## BUILDING PERMIT ACTIVITY AND VALUATION

PERMIT TYPE	2023- 1st			2024-1st		
	Qtr	Valuation	YTD	Qtr	Valuation	YTD
Single Family	2	\$550,000	\$550,000	17	\$4,433,995	17
Multi-Family Townhomes	0	\$0	\$0	12	\$1,200,000	12
Commercial-Industrial New - Remodel - Addition	4	\$1,383,790	\$1,383,790	6	\$327,200	6

PERMIT TYPE	2023- 2nd Qtr			2024-2nd		
	Qtr	Valuation	YTD	Qtr	Valuation	YTD
Single Family	10	\$2,175,962	12	14	\$3,894,720	31
Multi-Family Townhomes	0	\$0	0	12	\$1,200,000	24
Comercial-Industrial New - Remodel - Addition	11	\$20,869,769	16	9	\$1,507,400	15

## BUILDING PERMIT ACTIVITY AND VALUATION

PERMIT TYPE	2023- 3rd			2024-3rd		
	Qtr	Valuation	YTD	Qtr	Valuation	YTD
Single Family	9	\$2,640,044	21	14	\$3,232,288	45
Multi-Family Townhomes	12	\$1,200,000	12	14	\$1,400,000	38
Comercial-Industrial New - Remodel - Addition	6	\$219,500	22	9	\$3,348,000	24

PERMIT TYPE	2023- 4th			2024-4th		
	Qtr	Valuation	YTD	Qtr	Valuation	YTD
Single Family	1	\$630,928	22	3	\$689,151	48
Multi-Family Townhomes	10	\$1,000,000	22	0	\$0	38
Comercial-Industrial New - Remodel - Addition	5	\$729,000	27	3	\$379,750	27

Roofing Permits Only	7/1/24 - 12/20/24	YTD
Single Family Detached	954	1017
Single Family Attached	387	431
<b>TOTAL</b>	<b>1341</b>	<b>1448</b>

PROSPECT LIST								
12/31/2024								
Date of Contact	Company Name	Business Category	Project Description	Building-Facility	Retained Jobs	New Jobs	Total Investment	Project Status
5/22/2018	Karlsburger Foods	Food Products Mfg.	Facility Expansion	27,000 sq. ft. +/-	42	10 to 20	\$4,500,000	Active Search
2/28/2022	Project Emma II	Light Ind-Assembly	New Construction	20,000 sq. ff.	0	4	\$1,350,000	Active Search
10/28/2021	Project Stallion	Technology Service	New Construction	42,000 sq. ft.		40	\$3,600,000	Active Search
4/28/2022	Project Cougar	Precision Machining-Mfg.	New Construction	35,000 to 45,000 sq. ft.		38	\$4,700,000	Active Search
8/11/2022	Project Sing	Precision Machining	New Construction	400,000 sq. ft.	0	500	\$90,000,000	Active Search
11/9/2022	Project Tea	Mfg	New Construction	25,000 sq. ft.	55	20	\$5,800,000	Active Search
4/20/2023	Project Lodge DH1	Lodging-Service	New Construction	?	?	?	\$9,500,000 to \$12,500,000	Active Search
5/30/2023	Project Flower-M & M	Commercial	Concept Expansion	?	?	?	?	Concept
6/9/2023	Project Pez	Mfg	New Construction	6,000 to 8,500 sq. ft.	12	2	\$1,300,000	Active Search
7/1/2023	Project V-MOB	MOB	New Construction	175,000 + sq. ft.		?	\$21,000,000	Identified Site
8/16/2023	Project Lodge RT4	Lodging-Hospitality	New Construction	98 Room Hotel	N/A	30	\$19,500,000	Identified Site
9/19/2023	Project Panda #4 SZ	Childcare Facility	New Construction	?	N/A	?	\$2,000,000 +/-	Active Search
1/17/2024	Project Tex	Industrial	New Construction	500,000 sq. ft.	0	100	\$500,000,000	Active Search

