

MINUTES
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

Commissioners Present: President Steve Johnson, Treasurer Hali Sittig, Tracy Hinz, Mayor
Lloyd Hilgart
Commissioners Absent: Rick Barger
Staff Present: Executive Director Jim Thares, Community Development Director
Angela Schumann, Community and Economic 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 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

HALI SITTIG MOVED TO APPROVE THE CONSENT AGENDA. TRACY HINZ SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 5-0.

4. Public Hearing

N/A

5. Regular Agenda

A. Consideration of directing staff to prepare Pre-Development Agreement for presentation at the February 12, 2025, EDA meeting

Jim Thares, Economic Development Manager, presented the item. 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 a future meeting.

It was agreed at a prior meeting to create a Pre-Development Agreement which allows the EDA and Kraus Anderson (KA) to understand basic commitments and responsibilities. It identifies tasks and due diligence for both parties. As the work progresses, it will clarify the items and terms that are to be negotiated and included in 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.

Steve Johnson, Economic Development Authority President, asked if the staff feels comfortable moving forward with direction the EDA has given them. Mr. Thares addressed and stated the staff feel they have direction from the EDA.

TRACY HINZ MOVED 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. APPROVE THE CONSENT AGENDA. LLOYD HILGART SECONDED THE MOTION.

Stephen Michno of Krause Anderson addressed the Council and Public. He shared KA's appreciation for allowing them to be a part of the project and look forward to working with the EDA.

MOTION CARRIED UNANIMOUSLY, 5-0.

B. Consideration of directing staff to prepare an environmental study proposal for presentation at the February 12, 2025, EDA meeting

Mr. Thares presented the item. 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 a future 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. The Phase I ESA report indicated there is a potential contamination which then requires a Phase II.

Mr. Johnson inquired if there were environmental studies done when the gas station was demolished. Mr. Thares stated not that far back. However, in 2013 studies were made including this property.

LLOYD HILGART MOVED 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. HALI SITTIG SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 5-0.

C. Consideration of directing staff to prepare a Blight and Substandard Findings proposal for presentation at the February 12, 2025, EDA meeting.

Mr. Thares presented the item. 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. The goal will be to have the proposal for presentation and consideration at a future meeting.

If the EDA is going to consider a TIF for this development, this is a requirement step. If the estimated costs are 15% or more it would be classified as a substandard building.

The EDA is has LHB has been used before and staff recommends LHB.

HALI SITTIG MOVED TO AUTHORIZE STAFF TO SEEK A BLIGHT AND SUBSTANDARD FINDINGS PROPOSAL RELATED TO POTENTIAL REDEVELOPMENT ACTIVITIES IN BLOCK 34. MOTION SECONDED BY JON MORPHEW. 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.

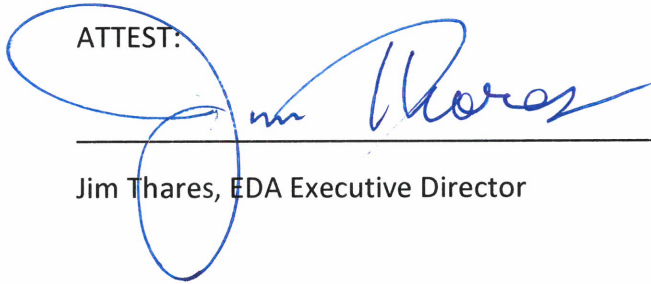
7. **Adjournment**

TRACY HINZ MOVED TO ADJOURN; MOTION SECONDED BY HALI SITTIG. MOTION CARRIED UNANIMOUSLY, 5-0. MEETING ADJOURNED AT 6:29 P.M.

Recorded By: Vicki Leerhoff AW

Date Approved: 04/09/2025

ATTEST:

A handwritten signature in blue ink, appearing to read "Jim Thares", is written over a horizontal line. The signature is stylized and includes a large loop on the left side.

Jim Thares, EDA Executive Director