

**MINUTES**  
**ECONOMIC DEVELOPMENT AUTHORITY (EDA) WORKSHOP**  
**Wednesday, March 1, 2023 – 4:30 p.m.**  
**Monticello Community Center**

Members Present: President Steve Johnson, Vice President Jon Morphew, Treasurer Hali Sittig, Ollie Koropchak-White, and Councilmembers Lloyd Hilgart and Tracy Hinz

Staff Present: Executive Director Jim Thares, Angela Schumann

1. **Call to Order**

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

2. **Roll Call**

Mr. Johnson called the roll.

3. **Façade Improvement Forgivable Loan Application Submittals and relationship to Block 52 Redevelopment Goals**

Executive Director Jim Thares provided an overview of the agenda item to the EDA and the public. Two existing buildings (Lucille Murray's Studio of Dance and Sleep Concepts) on the south side of Block 52 along West Broadway are prepared to move forward with façade improvement applications this year. The applicants have been working with the Block 52 development team to explore options related to the building improvements. Mr. Thares noted, for efficiency purposes, these applications could be combined into one project. The EDA currently has \$200,000 dollars of available funds, following the recently completed project in Block 35, the Agosto Building.

Jon & Lucille Murray, owners of 155 West Broadway St, Monticello, MN 55362, addressed the EDA regarding their letter of intent for the Downtown Façade Improvement Forgivable Loan Program. As lifelong residents of Monticello, Mr. Murray noted they are excited to work with the EDA to bring the project to fruition. He also mentioned the difficulty of collecting bids for specific work on the building. They have continued to work with contractors, however, most have said they are not capable of completing the work requested.

Community Development Director Angela Schumann mentioned that when the original project area was established in Block 35 on the south side of West Broadway Street, the EDA worked with a consultant to complete historical architectural renderings for each eligible building. At this time, there are no historical renderings completed for Block 52. Though the program has established guidelines and eligibility requirements, the EDA has the latitude to allow for some funding to be used for the completion of architectural

renderings, as well as allowing improvements to include the rear walls of both buildings. Essentially, the two-building project would encompass three sides of each building (the fourth side is a common wall connecting the two buildings and is not visible as such).

Mayor Lloyd Hilgart said that it would be beneficial to reach out to the group that completed the previous renderings, or alternatively, the architect of the Block 52 Redevelopment Project, to see if either of them would be able to do renderings for the two subject buildings.

Ms. Schumann noted that staff has gathered historical pictures of the Block as a reference for this project. The previous consultant may have the ability to review and see which parts of the buildings in the pictures should be highlighted during the renovations.

Mr. Johnson mentioned the idea of blending both the historical drawings and the new building's (mixed use redevelopment building) design into the proposed renderings for the existing buildings. This may help alleviate the concern that reflecting the historical pictures into the design entirely would result in buildings not blending into the Block.

Mr. Johnson also mentioned that the case could be to have the two buildings be combined into one project that can utilize the \$200,000 currently available through the program.

Mr. Thares asked the EDA if the 5% applicant match would still be necessary as part of this combined application along with any additional owner equity contribution necessary in the event the total cost of work exceeds \$200,000. Mayor Hilgart noted the 5% match should still apply for the project, but it would be up to the applicants to understand if they would want to pay the remainder of the costs if it does exceed \$200,000.

Ms. Schumann reiterated that the EDA's program includes a guideline that requires two contractor quotes for work at the time of application submittal. The EDA does have the ability to waive that requirement upon request by the applicant. It is still the intention of the program to maintain each building's uniqueness within the downtown, and not to make improvements that cause all the buildings to look the same at the end of the process.

Mayor Hilgart noted that he believes there are a lot of benefits to getting the Block 52 construction group and their architect involved in this project to help streamline the goals intended for this program. The EDA was in consensus to pay for the cost of architectural renderings for 155 W. Broadway Street and 149 W. Broadway Street, due to the EDA providing architectural renderings to the properties included in the original eligibility area. The renderings would include all three sides of both subject buildings. Staff are expected to reach out to the Block 52 Redevelopment architect to get a

professional services proposal for renderings of the two buildings.

In addition, the EDA was also in consensus as to waiving the two-quote requirement in favor of Buchholz Construction providing a construction quote for both buildings, and capping the EDA contribution for both buildings at \$200,000 in total. Any costs beyond the \$200,000 will need to be covered by the applicants-building owners.

4. **Adjournment**

Tracy Hinz Moved to adjourn the workshop meeting of the Monticello EDA. Ollie Koropchak-White Seconded the motion. Motion carried unanimously, 6-0. The meeting was adjourned at 5:15 p.m.