

MINUTES
REGULAR MEETING - ECONOMIC DEVELOPMENT AUTHORITY (EDA)
Wednesday, June 14, 2023 – 6:00 p.m.
Mississippi Room, Monticello Community Center

SPECIAL MEETING – ECONOMIC DEVELOPMENT AUTHORITY (EDA)
Monticello Community Center – North Mississippi

4:00 p.m. Tax Increment Financing (TIF) and Tax Abatement Overview

Commissioners Present: President Steve Johnson, Vice President Jon Morphey, Rick Barger, Councilmember Tracy Hinz
Commissioners Absent: Treasurer Hali Sittig, Ollie Koropchak-White, Mayor Lloyd Hilgart
Staff Present: Executive Director Jim Thares, Angela Schumann, Hayden Stensgard

1. **General Business**

A. Call to Order

President Steve Johnson called the regular meeting of the Monticello EDA to order at 6:08 p.m.

B. Roll Call 6:00 p.m.

Mr. Johnson called the roll.

C. Consideration of Approving Regular Meeting Minutes – May 10, 2023

TRACY HINZ MOVED TO APPROVE THE MAY 10, 2023, REGULAR MEETING MINUTES. JON MORPHEW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

D. Consideration of Additional Agenda Items

None

2. **Consent Agenda**

A. Consideration of Approving Payment of Bills

B. Consideration of funding contribution for the IEDC Business Roundtable Showcase Event (September 14, 2023) in the amount of \$300

JON MORPHEW MOVED TO APPROVE THE JUNE 14, 2023, REGULAR MEETING CONSENT AGENDA. RICK BARGER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

3. **Public Hearing**

None

4. **Regular Agenda**

A. Consideration of Authorizing Professional Services Contract with MSA Professional Services in the amount of \$21,200 to complete a Housing Needs and Demands Study Update

Executive Director Jim Thares provided an overview of the agenda item to the EDA and the public. At the May 10, 2023, regular meeting, City staff addressed the EDA regarding interest in updating the housing study which was last completed in 2020. The Study Update quote from MSA Professionals is \$21,200. Completing the study update will provide City policy makers and staff with data driven indicators that will be useful in discussions and decision-making for housing proposals. Staff identified additional ala carte areas at a cost of \$5,200 that could be addressed in the update as well, including gathering data on affordability in the community.

Rick Barger asked if the additional items requested were addressed in the original 2020 housing study. Mr. Thares clarified these items were not originally addressed, and that they would be new components to the study. Staff feels that these items would be helpful to the policymakers in addressing housing needs and as proposals come forward in the future.

Councilmember Tracy Hinz appreciated the timeline established in the update proposal.

JON MORPHEW MOVED TO AUTHORIZE A PROFESSIONAL SERVICES CONTRACT WITH MSA PROFESSIONAL SERVICES IN AN AMOUNT OF \$26,400 TO COMPLETE A HOUSING NEEDS AND DEMANDS STUDY UPDATE. RICK BARGER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

B. Consideration of Authorizing a Professional Services Contract with Stephen Sherf, Hospitality Consulting Services, LLC to complete a 2023 Hotel-Hospitality Study Update

Mr. Thares provided an overview of the agenda item to the EDA and the public. Also at the May 10, 2023, regular meeting, EDA members directed staff to begin efforts to update the 2020 Hotel-Hospitality Study. An update to the study will provide policy makers with more up-to-date information when it comes to potential new hotel developments within the City. The group proposing to provide the updates noted they would submit a proposal for the work within the next week.

Councilmember Hinz asked for clarification on what the total cost of the study

update would be. Mr. Thares clarified that the group that will do the study has indicated it would be \$6,000.

Mr. Johnson expressed interest in updating the hotel study, and also noted that the expenses for the professional services budget is beginning to rise for the 2023 year, and if necessary, can be adjusted to provide more if necessary.

TRACY HINZ MOVED TO AUTHORIZE A PROFESSIONAL SERVICES CONTRACT WITH STEPHEN SHERF, HOSPITALITY CONSULTING SERVICES, LLC. TO COMPLETE A HOTEL-HOSPITALITY STUDY UPDATE. JON MORPHEW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

5. **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.

6. **Adjournment**

TRACY HINZ MOVED TO ADJOURN THE REGULAR MEETING OF THE MONTICELLO EDA. JON MORPHEW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0. MEETING ADJOURNED AT 6:59 P.M.