

**MINUTES**  
**REGULAR MEETING - ECONOMIC DEVELOPMENT AUTHORITY (EDA)**  
**Wednesday, August 9, 2023 – 6:00 p.m.**  
**Mississippi Room, Monticello Community Center**

**SPECIAL CLOSED MEETING – ECONOMIC DEVELOPMENT AUTHORITY (EDA)**  
**Monticello Community Center**

6:15 p.m.      Consideration of Offers or Counteroffers for the Purchase or Sale of Real Property located at 216 Pine Street, PID 155-010-034010  
*Authorized by MN Statue 13D.05, Subdivision 3*

Commissioners Present:      President Steve Johnson, Vice President Jon Morpew, Treasurer Hali Sittig, Ollie Koropchak-White, Rick Barger, Councilmember Tracy Hinz and 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 6:00 p.m.

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

Mr. Johnson called the roll. Commissioner Hali Sittig arrived at 6:05 p.m. following the conclusion of item 1F, consideration of additional agenda items.

**C. Consideration of Payment of Bills**

OLLIE KOROPCHAK-WHITE MOVED TO APPROVE THE PAYMENT OF EDA BILLS THROUGH JUNE & JULY 2023. ROCK BARGER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 6-0.

**D. Consideration of Approving Regular Meeting Minutes – June 28, 2023**

JON MORPHEW MOVED TO APPROVE THE JUNE 28, 2023, REGULAR MEETING MINUTES. OLLIE KOROPCHAK-WHITE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 6-0.

**E. Consideration of Approving Regular Meeting Minutes – July 12, 2023**

JON MORPHEW MOVED TO APPROVE THE JULY 12, 2023, REGULAR MEETING MINUTES. OLLIE KOROPCHAK-WHITE SECONDED THE MOTION. MOTION CARRIED

UNANIMOUSLY, 6-0.

**F. Consideration of Additional Agenda Items**

None

**2. Consent Agenda**

**A. Consideration of Approving Funding for the 2023 IEDC Manufacturers' Appreciation Breakfast Event in the amount of \$1,200**

TRACY HINZ MOVED TO AUTHORIZE FUNDING SUPPORTING THE IEDC MANUFACTURERS APPRECIATION BREAKFAST EVENT IN THE AMOUNT OF \$1,200. OLLIE KOROPCHAK-WHITE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 7-0.

**3. Public Hearing**

N/A

**4. Regular Agenda**

**A. Consideration of Resolution #2023-07 Approving First Amendment to Lease between City of Monticello EDA and the City of Monticello for property located at 349 West Broadway**

Executive Director Jim Thares provided a overview of the agenda item to the EDA and the public. Since 2018, MontiArts has been utilizing the EDA-owned property downtown at 349 W. Broadway Street. MontiArts has been using the space for larger art projects, and additional storage in relation to their main location at 213 W. Broadway Street. As there is no anticipation of redevelopment efforts for that site or surrounding location to occur in the near future, staff was comfortable recommending an extension of the MontiArts lease to August 31, 2025. It was noted that the City of the EDA can terminate lease with 45 days' notice. Mr. Thares also mentioned that due to the City Council's schedule in August, they already approved the amendment at their last meeting.

OLLIE KOROPCHAK-WHITE MOVED TO ADOPT RESOLUTION 2023-07, APPROVING A FIRST AMENDMENT TO LEASE BETWEEN THE EDA AND THE CITY OF MONTICELLO FOR 349 WEST BROADWAY (FRED'S AUTO) IN CONNECTION WITH AND FOR THE BENEFIT OF THE PARKS & RECREATION DEPARTMENT'S USE OF THE PROPERTY FOR MONTIARTS ACTIVITIES. RICK BARGER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 7-0.

**B. Consideration of Resolution #2023-08 Authorizing the 2024 HRA Special Benefit**

**Property Tax Levy in the Amount of \$451,000 and the EDA General Fund Budget in the Amount of \$499,000**

Mr. Thares provided an overview of the agenda item to the EDA and the public. At the July 12, 2023, meeting, the EDA reviewed a draft of the budget proposal and discussed factors and potential changes related to the 2024 budget. Following that meeting, staff took EDA comments of the draft budget and incorporated any necessary changes for the final EDA review and approval. Mr. Thares noted that the change in levy amounts from 2023 to 2024 was due to the almost \$300,000,000 increase in taxable market value within the City of Monticello.

Mayor Lloyd Hilgart suggested the EDA may want to sponsor the 2023 Let's Chalk event taking place the second weekend of September in Monticello. Mr. Thares said that it could be an opportunity for the EDA to market their redevelopment efforts downtown. Councilmember Hinz added that events like Let's Chalk are a great way for the EDA to promote their continued efforts of revitalizing and improving the City.

Vice President Jon Morphew wanted staff to clarify their availability before authorizing them to do anything for the Chalk Fest event. Mr. Thares said staff could make it work. Mayor Hilgart added that he will be in attendance for the event and can assist if needed.

On the topic of the agenda item at hand, Mr. Thares wanted to let the EDA know that the proposed budget is balanced (expenditures match revenue), which was a question brought at time of the EDA reviewing the budget in draft form.

Mr. Morphew asked about a line item in the budget on miscellaneous expenses through June 2023, and asked for clarification on what those expenses were. Mr. Thares said that he could not clarify at this time but would refer to Finance Director Sarah Rathlisberger for an answer and would address this at the next EDA meeting.

JON MORPHEW MOVED TO ADOPT RESOLUTION NO. 2023-08, APPROVING THE 2024 HRA SPECIAL BENEFIT PROPERTY TAX LEVY IN THE AMOUNT OF \$451,000 AND THE EDA GENERAL FUND BUDGET IN THE AMOUNT OF \$499,000. HALI SITTIG SECONDED THE MOTION.

**Discussion**

Councilmember Tracy Hinz noted that it would be good for the EDA to know what those miscellaneous expenses are up to this point. Mr. Thares said he would report

back at the next meeting.

MOTION CARRIED UNANIMOUSLY, 7-0.

5. **Other Business**

Prior to item 5A of the agenda, the EDA continued their discussion on potentially donating money towards the Let's Chalk event happening in September, in conjunction with their continued redevelopment and marketing efforts.

LLOYD HILGART MOVED TO AUTHORIZE A DONATION BY THE MONTICELLO EDA IN THE AMOUNT OF \$5,000 FOR THE 2023 LET'S CHALK EVENT, IN CONJUNCTION WITH THE EDA'S CONTINUED MARKETING AND REDEVELOPMENT EFFORTS. TRACY HINZ SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 7-0.

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

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

6. **Adjournment**

TRACY HINZ MOVED TO RECESS INTO A CLOSED MEETING. RICK BARGER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 7-0. REGULAR MEETING ADJOURNED AT 6:53 P.M.