



AGENDA

ECONOMIC DEVELOPMENT AUTHORITY MEETING

Regular Meeting
 Tuesday, April 19, 2022
 12:00 p.m.

Montrose City Hall
 311 Buffalo Ave S
 Montrose, MN 55363

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - A. January 19, 2022 Economic Development Authority Meeting Minutes
5. TREASURER'S REPORT
 - A. Economic Development Authority Fund = \$196,681.67
 - B. Economic Development Revolving Loan Fund = \$257,754.78
 - B. Economic Development Authority Accounts Payable – February 14, 2022
6. OLD BUSINESS
 - A. Development Updates – Ouverson Addition, Northridge 6th Addition, Creekside Hollow, Steamboat Lane Addition
 - B. The Preserve TIF Update
7. NEW BUSINESS
 - A. Lemmerman Industrial Park 3rd Addition

B. HyVee Fast & Fresh

C. Montrose Chamber of Commerce Discussion

8. NEXT MEETING

A. Tuesday, May 17, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

9. ADJOURNMENT

LUNCH FROM DOMINOS PIZZA WILL BE SERVED

City of Montrose
 Economic Development Authority Meeting
 311 Buffalo Avenue South
 Montrose, MN 55363
 RESCHEDULED TO Wednesday, January 19, 2022
 12:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Economic Development Authority (EDA) met in Regular Session on Wednesday, January 19, 2022 at 12:00 p.m.

Council Member Marszalek called the meeting to order at 12:00 p.m.

2. ROLL CALL

Present: Council Member Tom Marszalek
 EDA Member Matt Smith
 EDA Member Robb Kirkpatrick – arrived at 12:13 p.m.

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Michael Sommerfeld, City Clerk/Treasurer
 Mr. Stephen Grittman, City Planner – Northwest Associated Consultants
 Mr. Shannon Sweeney, David Drown and Associates

Absent: Mayor Kirby Moynagh
 EDA Member Sonya Tourville

3. APPROVAL OF AGENDA

EDA President Marszalek motioned to approve the agenda as written.

4. APPROVAL OF MINUTES

A. June 15, 2021 Economic Development Authority Meeting Minutes

No quorum present until 12:13 – minutes will go on next agenda for approval.

5. TREASURER'S REPORT

A. Economic Development Authority Fund

Mr. Sommerfeld gave an update on the Economic Development Authority Fund Balances:

Economic Development Authority - \$197,210.05

EDA Revolving Loan Fund – \$257,754.78

6. OLD BUSINESS

A. Update on The Preserve & Tax Increment Financing (TIF) – Mr. Shannon Sweeney, David Drown and Associates

Mr. Sweeney updated the EDA regarding the progress the developer of the Preserve has made regarding submitting an application for TIF. The applicants are currently working with the County on the Taxable Market Value for the rental properties. The developer is also working on their application and plan and is expected to submit an application to be considered for TIF within the next month. The application will

come before the EDA for initial recommendation for approval before going to Council for final approval. Mr. Sweeney reminded the EDA that if this were to get approved 2 of every 10 rental units in the development will have income restrictions for the people renting. Mr. Sweeney questioned Mr. Smith and Mr. Kirkpatrick regarding what they are currently paying for wages and if that amount would disqualify people for the income restricted rentals and both businesses are paying more than the income restriction would allow (income limited to \$36,750 in gross household income or less for a single person). Mr. Sweeney stated that it is often the seniors with income limitations that would qualify for these types of income restricted rental properties. The applicants are aware they need to get their application in if they would like to start building this upcoming season due to approvals for the plat and TIF.

B. Update on Subway and other developers – Mr. Stephen Grittman, Northwest Associated Consultants

Mr. Grittman stated that the Subway has been fully approved for their Conditional Use Permit for their drive-through window and will be ready to go as soon as they finish some upgrades to the property.

Mr. Grittman stated that the city has received an application for a preliminary plat from LGI Homes for the Northridge 6th Development which is around 27 single family homes that connects to Aspen Lane and 7th St N. Mr. Grittman stated that staff is currently reviewing the preliminary plat and expects to have a public hearing at the February 9, 2022 Planning and Zoning meeting to get the approval process started.

Mr. Grittman stated that the Autumn Winds development is also working on plans and will likely be submitting an application for a preliminary plat in the coming months. There are a handful of other potential developments that staff is getting interest in, but no other applications have been received at this time.

7. NEW BUSINESS

A. Welcome New Members – Mr. Robb Kirkpatrick and Mr. Matt Smith

EDA President Marszalek welcomed the new members and thanked them for their interest and participation in the EDA as it is essential to have input from local businesses.

B. Initiative Foundation 2022 Budget Confirmation – Increase Contribution to \$500.00 for 2022

Ms. Bonniwell stated that the EDA contributes to the Initiative Foundation annually and the foundation does a lot to help with economic development and continued support of them is important.

EDA President Marszalek motioned to approve the increased contribution of \$500.00 to the Initiative Foundation. EDA Member Kirkpatrick seconded the motion. Motion carried 3-0.

C. Strategizing for 2022

1. Attracting Small Businesses and Light Manufacturing

Mr. Marszalek stated that he has been working hard the past few years to attract businesses to Montrose. Mr. Marszalek spent a good amount of time trying to attract and Aldi grocery store to town, only to be turned down due to strict population requirements from Aldi corporate. Ms. Bonniwell stated that she has been contacted by Wright County Economic Development for businesses looking for existing empty buildings to be able to come in and set up. Ms. Bonniwell stated that unfortunately, Montrose does not currently have any light manufacturing space that currently exists and is empty, but there is a lot of potential land for development available.

2. Updating Flyer

Mr. Marszalek asked the EDA to review the current flyer that he made a few years ago for attracting potential businesses. The flyer has a lot of demographic information about the city included in it so businesses can have a snap shot of the median age and income for current residents as well as available land to be used for business development in the city. Some small changes were suggested to make information a bit clearer and Mr. Marszalek said he would send out the revised flyer and asked EDA to review and add suggestions for improvement.

3. Utilizing the Montrose-Waverly Chamber of Commerce

Mr. Marszalek discussed the fact that the Chamber has been struggling to get new membership due to lack of benefits to businesses. Mr. Marszalek, who also attends Chamber meetings, stated that he suggested offering to post videos for businesses on the Chamber website to give some benefit and exposure to the business, but this has not yet come to fruition. Recently, the Chamber joined the Buffalo Area Chamber in order to get some help from them to increase Chamber participation and have the resources of the Buffalo Chamber available to them. However, this move did not directly impact or benefit any existing Chamber business members. Mr. Marszalek is hoping to get the EDA flyer posted to the Chamber website so potential businesses have access to the snap shot of information provided by the flyer.

8. **NEXT MEETING**

A. Tuesday, February 15, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

9. **ADJOURNMENT**

EDA Member Kirkpatrick motioned to adjourn the Economic Development Authority Meeting at 12:57 p.m. EDA Member Smith seconded the motion. Motion carried 3-0.

Council Member Tom Marszalek
President
City of Montrose Economic Development Authority

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

ECONOMIC DEVELOPMENT AUTHORITY ACCOUNTS PAYABLE LIST

February 14, 2022

Carmember Services	EDA Lunch	28.42
Initiative Foundation	Annual Support	500.00
TOTAL ACCOUNTS PAYABLE		528.42

MOYNAGH

BONNIWELL

MARSZALEK

TOURVILLE

KIRKPATRICK

SMITH