



AGENDA

ECONOMIC DEVELOPMENT AUTHORITY MEETING

Regular Meeting

Tuesday, May 16, 2023

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 17, 2023 Economic Development Authority Meeting Minutes

B. February 21, 2023 Economic Development Authority Meeting Minutes

5. TREASURER'S REPORT

A. Economic Development Authority Fund = Update from City Clerk/Treasurer at May 16, 2023 Meeting

B. Economic Development Revolving Loan Fund = \$257,754.78

C. Economic Development Authority Accounts Payable – February 21, 2023

D. Economic Development Authority Accounts Payable – April 18, 2023

6. OLD BUSINESS

A. Preserve Development Update

B. Initiative Foundation 2023 Contribution - \$260.00

7. NEW BUSINESS

A. Possible New Member Discussion

B. Child Care in Montrose

C. Ideas to Attract New Business to Montrose

8. **NEXT MEETING**

A. Tuesday, June 20, 2023 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
 Tuesday, January 17, 2023
 12:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Economic Development Authority (EDA) met in Regular Session on Tuesday, January 17, 2023 at 12:00 p.m.

Mayor Moynagh called the meeting to order at 12:00 p.m.

2. ROLL CALL

Present: EDA Member Sonya Tourville
 EDA Member Matt Smith
 Mayor Kirby Moynagh
 Council Member David Paradeise

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Michael Sommerfeld, City Clerk/Treasurer

Absent: EDA Member Robb Kirkpatrick

3. APPROVAL OF AGENDA

Council Member Paradeise motioned to approve the January 17, 2023 agenda as written. EDA Member Smith seconded the motion. Motion carried 4-0.

4. APPROVAL OF MINUTES

A. December 20, 2022 Economic Development Authority Meeting Minutes

EDA Member Tourville motioned to approve the December 20, 2022 Economic Development Authority Meeting Minutes as written. Council Member Paradeise seconded the motion. Motion carried 4-0.

5. TREASURER'S REPORT

A. Economic Development Authority Fund = \$312,548.64

Mr. Sommerfeld gave an update on the EDA Funds.

C. EDA Revolving Loan Fund – \$257,754.78

6. OLD BUSINESS

A. 2023 Economic Development Authority Membership

The EDA Members had brief discussion about membership and possibly recruiting new members. The EDA Members came to a consensus of removing Mr. Kirkpatrick as he has not been attending meetings regularly.

7. NEW BUSINESS

A. Appoint Economic Development Authority President

Mayor Moynagh made a nomination for Council Member Paradeise to be the new EDA President, which was seconded by Mr. Smith. The nomination was accepted by Council Member Paradeise. Nomination carried 3-0-1 with Council Member Paradeise abstaining from voting on the nomination.

B. 2023 Economic Development Authority Goals

The EDA Members had discussion regarding the future of EDA and goals for 2023. The EDA Members came up with three goals which were as follows: 1) Add fifth member to EDA; 2) Update the EDA Brochure with current membership and information; and 3) Recruit a developer to complete the Preserve development. Other discussion was had regarding the types of businesses or services they would like to see in town which included day care, senior living and/or assisted living, grocery or other retail store, and restaurants as these business lines are needed in the Montrose area. The EDA Members asked Ms. Bonniwell to talk to Mr. Shannon Sweeney to see if there is anything he can help with or get our brochure distributed to a larger population of potential businesses. The EDA Members asked Ms. Bonniwell to reach out to Untiedt's, who own the property on the northwest corner of Highway 12 and County Road 12, and see what their plans are for the business now that Headland's Cafe closed. The EDA Members also asked Ms. Bonniwell to reach out to the Wright County EDA or EDP to see if there is financial assistance for day care services, or if that is something they could help with.

8. NEXT MEETING

A. Tuesday, February 21, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

9. ADJOURNMENT

Mayor Moynagh motioned to adjourn the Economic Development Authority Meeting at 12:43 p.m. EDA Member Tourville seconded the motion. Motion carried 4-0.

Council Member David Paradeise
President
City of Montrose Economic Development Authority

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
Economic Development Authority Meeting
311 Buffalo Avenue South
Montrose, MN 55363
Tuesday, February 21, 2023
12:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Economic Development Authority (EDA) met in Regular Session on Tuesday, February 21, 2023 at 12:00 p.m.

EDA President Paradeise called the meeting to order at 12:00 p.m.

2. ROLL CALL

- Present: EDA President David Paradeise
EDA Member Matt Smith
- Mayor Kirby Moynagh (Present via Zoom)
- Staff Present: Ms. Jessica Bonniwell, City Administrator
Mr. Michael Sommerfeld, City Clerk/Treasurer
- Absent: EDA Member Sonya Tourville

No Quorum was present – no motions made.

3. APPROVAL OF AGENDA

No Quorum Present – no motion made.

4. APPROVAL OF MINUTES

- A. January 17, 2023 Economic Development Authority Meeting Minutes

No Quorum Present – no motion made.

5. TREASURER’S REPORT

- A. Economic Development Authority Fund = \$254,716.86
- Mr. Sommerfeld gave an update on the EDA Funds.
- B. EDA Revolving Loan Fund – \$257,754.78
- C. Economic Development Authority Accounts Payable – February 21, 2023

6. OLD BUSINESS

- A. Preserve Development Update

Ms. Bonniwell stated that the Request for Proposal (RFP) is out for the Preserve and the city is waiting for interest to complete a proposal. Ms. Bonniwell stated that there is one group that so far is interested in the property to build a church and possibly a cemetery and public park. Ms. Bonniwell stated that Bolton and Menk and others are trying to help distribute the RFP to get it in front of more people to see if anyone has interest in the property. Mayor Moynagh asked about rezoning the property and what kind of process that

would be. Ms. Bonniwell stated that it would have to go through the Planning and Zoning Commission as well as being approved by the state to change any zoning districts.

B. Untiedt's Update

Ms. Bonniwell stated she spoke with Council Member Otto who has a contact at Untiedt's and stated they are hoping to get someone in possibly this summer to possibly do something with food again, but are looking for the right fit for them. EDA President Paradeise stated the city should follow up with Untiedt's in the spring/summer to see what their plans are and if the city or EDA could help in any way.

7. NEW BUSINESS

A. Initiative Foundation 2023 Contribution - \$260.00

Ms. Bonniwell stated that the Initiative Foundation contacted her to ask if the city would once again be making a donation of \$260.00.

No Quorum Present – no motion made.

B. EDA Brochure

EDA President Paradeise stated that the EDA was asked at the last meeting to review the current EDA brochure and suggest any changes. EDA Member Smith asked who the target audience is for the EDA brochure because it seems to include a lot of information to attract both residents and businesses and EDA should try to narrow the focus to information that would be important in attracting businesses. Mayor Moynagh suggested adding information about the revolving loan fund that may be an option for potential businesses to help attract them to the city. Jolene Foss, from Wright County Economic Development Partnership, stated that businesses are looking for information regarding workforce as well as quality of life and should include information such as traffic counts and amenities. Ms. Foss offered to provide brochures from other communities to see examples of what kind of information other communities are including in their advertisement brochure. Ms. Foss stated that businesses are also looking for communities that offer housing for their employees which would include affordable housing and life cycle housing.

C. Recap on University of Minnesota Extension Program – Retaining Rural Business Workshop

EDA President Paradeise stated that he attended the Workshop for Retaining Rural Businesses that was put on by Wright County Economic Development Partnership. EDA President Paradeise stated that the point of the workshop was for the city to get involved with businesses and discuss long-term plans as well as business succession for when owners are ready to move on or retire. This would include the EDA getting involved with businesses personally to help local businesses with succession and future planning for their business to help local businesses succeed. Ms. Foss stated that she would be willing to help the city with a business expansion and retention schedule to visit local businesses and start working with them to help them succeed and retain businesses in town. EDA President Paradeise stated that he would like the EDA to start watching some of the videos that were provided as part of the training and would like to start doing that at subsequent meetings.

D. Wright County Economic Development Partnership

Ms. Foss described the organizations that make up the partnership which includes local business and Wright County cities and townships. Ms. Foss stated that the strategic imperatives for the partnership include: business retention and expansion, workforce development, capacity building, and marketing to attract people to Wright County. Ms. Foss stated that she is working on getting a bill added to the bonding bill for \$9.5 million to renovate the Wright Tech Center which helps train people that want technical training and high school students in the Buffalo/Wright County area. Ms. Foss stated that the partnership has a lot of resources to help EDA groups and Chambers and would be more than willing to work with the city to help with business retention and expansion.

Ms. Foss stated that one of the items she was asked to discuss at the meeting today was child care resources such that were used by Waverly to determine the need for daycare. Ms. Foss stated that First

Children's Finance did a needs analysis for the City of Waverly to determine the need for child care and see if there is a gap between what is currently available for childcare and what is needed. Childcare centers would need at least 211 spots to make a profit, and only a need for 180 spots at the time in Waverly. One option that was given to Waverly was reimbursement funds to cover an assortment of costs for in-home daycare in the form of a forgivable loan/grant if the in-home day care stays in business for longer than the term of the loan.

8. NEXT MEETING

A. Tuesday, March 21, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

9. ADJOURNMENT

EDA President Paradeise adjourned the meeting at 12:56 p.m.

Council Member David Paradeise
 President
 City of Montrose Economic Development Authority

ATTEST:

Jessica Bonniwell
 City Administrator
 City of Montrose

**ECONOMIC DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE LIST**

February 21, 2023

Carmember Services	EDA Lunch	41.00
Carmember Services	EDA Lunch	36.00
TOTAL ACCOUNTS PAYABLE		77.00

MOYNAGH

BONNIWELL

PARADEISE

TOURVILLE

SMITH

**ECONOMIC DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE LIST**

April 18, 2023

Carmember Services	EDA Lunch	32.00
Initiative Foundation	Annual Support	260.00
TOTAL ACCOUNTS PAYABLE		292.00

MOYNAGH

BONNIWELL

PARADEISE

TOURVILLE

SMITH

(320) 632-9255
405 First Street SE
Little Falls, MN 56345



ifound.org

June 5, 2022

Jessica Bonniwell, City Clerk
City of Montrose
PO Box 25
Montrose, MN 55363-0025

Dear Mayor Moynagh, City Council and Ms. Bonniwell,

For 36 years, the Initiative Foundation has focused on building strong local economies, vibrant communities, and a lasting culture of generosity in Central Minnesota. Our grant-making, lending, and programmatic activities support for-profit and nonprofit business growth, empower new entrepreneurs, address workforce shortages, and increase access to quality childcare for the region's workforce.

In Wright County, we have provided a total of \$3,639,889 in grants to support nonprofit organizations and local government projects, as well as \$5,343,429 in business loans to secure 1,227 quality jobs. The Foundation's community and economic development services continue to provide essential resources and supports for local cities, and across Central Minnesota.

Alongside our economic and community development work, we continue to support the region's recovery from the COVID-19 pandemic, responding to ongoing and emerging needs. In 2021, the Foundation secured and then invested into Central Minnesota \$12,600,000 in emergency relief and recovery funds, supporting businesses, nonprofits, childcare providers, and local communities. This funding was sourced from organizations outside of Central Minnesota, and through partnerships with the Minnesota Department of Employment and Economic Development and the Minnesota Department of Education. Much of relief and recovery funding secured in 2021 will continue to be deployed throughout 2022.

Financial contributions from cities and counties increase our capacity to support economic and community development projects. Local contributions also position us to leverage additional resources from sources outside Central Minnesota, generating a substantial return on the investment. For every dollar we raise locally, we reinvest an average of \$3.98 back to the communities we serve in the form of grants, loans, and scholarships.

We respectfully request that you consider allocating \$260 to the Initiative Foundation in your 2023 budget.

Please contact us if you have any questions or to request a presentation. We sincerely appreciate your past investment and look forward to your continued support in 2023.

We can present in person or facilitate an online option. If possible, after your budget for 2023 is finalized, please let us know your decision by signing and returning the enclosed confirmation form. Thank you for your consideration!

All the best,

Matt Varilek
President

Carl Newbanks
Grants and Development Manager

The Initiative Foundation is a 501c(3) nonprofit organization. All contributions to the Foundation are tax-deductible to the extent allowed by law. The Foundation owns and manages all financial contributions for the benefit of communities served in the 14-county region of Central Minnesota.



Powering Possible

Equal opportunity lender, provider and employer.



Initiative Foundation at work in WRIGHT COUNTY

\$832,513

in local donations to the Initiative Foundation.

\$9.6 MILLION

returned to Wright County in grants and loans.

Our Mission:

To empower people throughout Central Minnesota to build a thriving economy, vibrant communities and a lasting culture of generosity.

405 First Street SE
Little Falls, MN 56345
(877) 632-9255
ifound.org

Return on Investment

For every local dollar contributed, the Initiative Foundation has invested **\$11.52** back into Wright County.

Economic Impact

[1986 to present]

- Delivered 432 grants totaling **\$3.6 million**
- Partnered on 79 loans totaling **\$5.3 million**
- Created or retained **1,227 quality jobs**
- Leveraged **\$39 million** in outside capital
- Hosted **6** Partner Funds



Powering Possible

Equal opportunity lender, provider and employer.

WRIGHT COUNTY **Investment Highlight**

For a full listing of Initiative Foundation investments in Wright County, Contact us at (877) 632-9255.

Grants Thriving Economy, Thriving Communities

True Friends	Support to Identify Project Funding Potential
Rivers of Hope	Capacity Building for Victim and Survivor Financial Empowerment
Wright County Economic Development Partnership	Workforce Pathways Reboot
Kid's Haven, LLC*	Essential Worker & Child Care Relief
A to Z Children's Academy*	Essential Worker & Child Care Relief
Cafe Jules, LLC**	Small Business Relief Grant
The Travel Gallery, Inc.**	Small Business Relief Grant
Huikko's Bowling Center, Inc.**	Small Business Relief Grant

* Indicates Minnesota Department of Education grant administered by the Initiative Foundation.

** Indicates Minnesota Department of Employment and Economic Development grant administered by the Initiative Foundation.

Business Financing Local Ownership, Quality Jobs

Sota Car Wash LLC and RRG Holdings, Monticello	Service
--	---------

Charitable Funds Activating Generosity

Delano Area Community Foundation | Delano Area Emergency Fund | Dorn Family Fund | Minnesota Pioneer Park Endowment Fund | Wright County Historical Society Fund | Childcare & Early Childhood Education Fund

Nonprofit Assistance Helping Organizations Thrive

Rivers of Hope	Executive Roundtable
Wright County Community Action	Lunchtime Learning
Central Minnesota Jobs and Training Services, Inc.	Lunchtime Learning

Community Action The Power of Partnership

→ When someone is living in a domestic violence situation, they may be financially dependent on their abuser. An Initiative Foundation grant is helping staff at Monticello's Rivers of Hope implement a program that will aid domestic abuse victims on their path to financial independence so they might escape their situation. The mission of Rivers of Hope is to end family violence through advocacy, education and collaboration.

→ Fifty-six child care providers received CPR and first-aid training with support from Wright County Economic Development Partnership and a Minnesota Department of Education grant distributed by the Initiative Foundation. In a recent survey, Wright County child care providers cited a lack of in-person training as a barrier to completing licensing requirements.

→ Thanks to a 2020 Initiative Foundation grant, True Friends Camp has a fresh

approach to seasonal staff recruitment and training in its effort to lead 25,000-plus children and adults with disabilities through summer camp and other services. About 300 staff members annually assist with a variety of programs at the Annandale-area camp. Updated recruitment and training techniques helped the camp provide the right supports while also creating a larger pool of qualified workers to fill regional employment gaps.