



AGENDA

ECONOMIC DEVELOPMENT AUTHORITY MEETING

Regular Meeting

Tuesday, October 17, 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. July 18, 2023 Economic Development Authority Meeting Minutes
 - B. September 19, 2023 Economic Development Authority Meeting Minutes
5. **TREASURER'S REPORT**
 - A. Economic Development Authority Fund = \$263,970.36
 - B. Economic Development Revolving Loan Fund = \$257,754.78
 - C. Economic Development Authority Accounts Payable – September 19, 2023
6. **OLD BUSINESS**
 - A. Discussion about Child Care/First Children's Finance Initiative Meeting – Set Agenda for Meeting
7. **NEW BUSINESS**
 - A. Preserve TIF Discussion with Mr. Shannon Sweeney
8. **NEXT MEETING**

A. Tuesday, November 21, 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, July 18, 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, July 18, 2023 at 12:00 p.m.

EDA President Paradeise called the meeting to order at 12:06 p.m.

2. ROLL CALL

Present: EDA President David Paradeise
 EDA Member Sonya Tourville
 Mayor Kirby Moynagh

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

Absent: EDA Member Matt Smith

3. APPROVAL OF AGENDA

EDA Member Moynagh motioned to approve the July 18, 2023 agenda as presented. EDA Member Tourville seconded the motion. Motion carried 3-0.

4. APPROVAL OF MINUTES

A. May 16, 2023 Economic Development Authority Meeting Minutes

EDA Member Moynagh motioned to approve the May 16, 2023 Economic Development Authority Meeting Minutes as written. EDA Member Paradeise seconded the motion. Motion carried 3-0.

5. TREASURER'S REPORT

A. Economic Development Authority Fund = \$255,760.86

Mr. Sommerfeld gave an update on the EDA Funds.

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

C. Economic Development Authority Accounts Payable – June 20, 2023

EDA Member Tourville motioned to approve the June 20, 2023 Economic Development Authority Accounts Payable. EDA Member Moynagh seconded the motion. Motion carried 3-0.

6. OLD BUSINESS

A. New Member Recruitment

Discussion was held regarding recruiting new members and brainstorming how to get another business member involved with EDA. Some suggestions that were made to reach out to businesses for participation included Citizen's State Bank and Untiedt's. Members will attempt to contact these businesses to see if they

are interested in joining.

B. Update on Information for Child Care/First Children's Finance

EDA Member Tourville stated she watched a webinar regarding the process to try to get First Children's Finance involved in helping with a Child Care facility in Montrose. EDA Member Tourville stated that the first step is to gather a committee to drive the initiative forward and a core team is necessary to even apply for the program. EDA Member Tourville stated that step one would involve 7-20 people in order to get through the application process, which is currently happening so EDA would have to wait until 2024 at the earliest to apply for this program. EDA Member Tourville stated that Town Hall Meetings and Planning Meetings would be required to generate interest and educate the community about the program. EDA Member Tourville stated that step two would be to create a task force with 15-20 people that are determined to get the project going, help secure funding and gather increased community support. EDA Members stated that the city should try to gauge interest by putting information on the city website, in the newsletter and on Facebook to start recruiting people that are passionate and committed for a somewhat long-term project.

7. NEW BUSINESS

A. Preserve Development Proposal Review

a) JP Brooks Proposal

Brief discussion was held by the EDA regarding the JP Brooks Proposal. The EDA liked that it followed the already approved plat for that property and that they had a solid and definite plan. These proposals have been discussed in length in the minutes for City Council Workshop on July 10, 2023 and the Planning and Zoning Meeting on July 12, 2023.

EDA Members Paradeise and Tourville stated they prefer the JP Brooks plan over the Pat Briggs proposal.

b) Pat Briggs Proposal

Brief discussion was held by the EDA regarding the Pat Briggs Proposal. The EDA liked that it provided more housing product variety than the JP Brooks one. The EDA Members asked questions about the different options and if there was more information and concept drawings of the "tiny-house" products and the townhomes. Ms. Bonniwell stated that she was following up with the developer, but that his plan seemed more fluid and prone to changes if the market or other factors changed. These proposals have been discussed in length in the minutes for City Council Workshop on July 10, 2023 and the Planning and Zoning Meeting on July 12, 2023.

B. Other Updates

a) The EDA discussed that Ms. Foss from Wright County was unable to attend the meeting as she had recently been in a car accident and was recovering from her injuries. The EDA Members asked Ms. Bonniwell to get flowers and/or a card for Ms. Foss.

b) League of MN Cities

EDA Member Moynagh discussed some updates from the League and Legislature updates on ongoing issues. EDA Member Moynagh outlined some issues that are impacting the local economy based on latest bills passed and ongoing initiatives: day care availability and funding – no additional funding for safe routes to school and/or childcare; affordable housing - \$1 Billion bill approved funds across housing spectrum for high density housing; broadband grants are currently available for cities without reliable internet access; and there are new changes to TIF laws that are being recommended at the state level.

8. NEXT MEETING

A. Tuesday, August 15, 2023 at 12:00 p.m. in the Montrose City Hall Conference Room

9. ADJOURNMENT

EDA Member Tourville motioned to adjourn the meeting at 12:36 p.m. EDA Member Moynagh seconded the motion. Motion carried 3-0.

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, September 19, 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, September 19, 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
 EDA Member Sonya Tourville – arrived at 12:06

Staff Present: Ms. Jessica Bonniwell, City Administrator

Absent: Mayor Kirby Moynagh

3. APPROVAL OF AGENDA

No Quorum was present at the beginning of the meeting – no motion made on this item.

4. APPROVAL OF MINUTES

July 18, 2023 Economic Development Authority Meeting Minutes

No Quorum was present at the beginning of the meeting – no motion made on this item.

5. TREASURER'S REPORT

A. Economic Development Authority Fund = \$263,970.36

Ms. Bonniwell gave an update on the EDA Funds.

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

Economic Development Authority Accounts Payable – September 19, 2023

No Quorum was present at the beginning of the meeting – no motion made on this item.

6. OLD BUSINESS

A. New Member Recruitment

Discussion was held regarding recruiting new members and brainstorming how to get another business member involved with EDA. Ms. Bonniwell stated that Mayor Moynagh had contacted Untiedt's to see if they would be interested and the contact there told him to contact the new restaurant/meat store once they are up and running and they might be interested.

B. Update on Information for Child Care/First Children's Finance

Ms. Bonniwell stated that there will be a ad going out with the Fall 2023 Newsletter, which comes out at the

beginning of October, with information about a meeting on October 30, 2023 with the City Council at the Montrose Community Center. Ms. Bonniwell stated that this would be an informational meeting and will help gauge the interest from the community on the childcare topic. Ms. Bonniwell stated that she would send the flyer out to the EDA for them to get to any contacts they may think are interested in attending or becoming part of the task force required in order to get assistance from First Children’s Finance. EDA Member Tourville asked if this would be something the city could work with the school on to get the information out to the public and try to generate interest. Ms. Bonniwell stated she would contact the school to see what that would require.

7. NEW BUSINESS

A. Commercial Project Discussion with Mr. Steve Bunn

Ms. Bonniwell introduced Mr. Steve Bunn whom had contacted the city in order to address the EDA for potential assistance in moving their business to Montrose. Mr. Bunn stated that the business is a concrete masonry business that he is planning to build a pole building in the industrial area near where Xcel Energy is located that would be around 12,000 square feet, plus around 3,200 square feet for office space. Mr. Bunn stated that Watertown, where he is currently leasing a space for his business, would waive SAC/WAC fees if he decided to build there. Mr. Bunn asked if there was anything Montrose could do to assist him financially with moving his business. Ms. Bonniwell stated that there is a revolving loan fund, but should have to look into the requirements for approval for those type of funds. Ms. Bonniwell asked if the business would be bringing any benefits to the city such as job creation or retail. Mr. Bunn stated that he does have employees, but is looking to expand and could possibly create jobs in the future, but would not have any retail opportunities at this shop location. Mr. Bunn also asked about TIF eligibility and Ms. Bonniwell stated that she would have to again look into eligibility for this as TIF has strict requirements. Ms. Bonniwell stated that she would help Mr. Bunn get in contact with the Wright County EDA to see if there was anything they could help with or get him in contact with resources for assistance, such as the Initiative Foundation.

B. Preserve TIF Discussion with Mr. Shannon Sweeney

Ms. Bonniwell stated that Mr. Sweeney was unable to attend the meeting, but is planning to attend in October.

8. NEXT MEETING

A. Tuesday, October 17, 2023 at 12:00 p.m. in the Montrose City Hall Conference Room

9. ADJOURNMENT

EDA President Paradeise adjourned the meeting at 12:21 p.m.

ATTEST:

Council Member David Paradeise
President
City of Montrose Economic Development Authority

Jessica Bonniwell
City Administrator
City of Montrose

**ECONOMIC DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE LIST**

September 19, 2023

Elan Financial Services	EDA Lunch	48.00
	TOTAL ACCOUNTS PAYABLE	48.00

MOYNAGH

BONNIWELL

PARADEISE

TOURVILLE

SMITH