

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
THURSDAY, JULY 13, 2023 – 6:00 A.M.**

AGENDA

1. Call to Order/Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Reports
 - a. Community Development Director Report
 - b. City Administrator Report
5. Action Items
6. Unfinished Business
 - a. Railroad West
 - b. Rehab Loan Program
 - c. Lot 1, Block 1 of the Melrose I-94 Industrial Park
7. New Business
8. Informational Items
 - a. Next Meeting
9. Issues of MADA/COC Members and Staff
10. Adjournment

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
REGULAR MEETING
THURSDAY JULY 13, 2023 – 6:00 A.M.**

A.I. #1 CALL TO ORDER/ROLL CALL

The Melrose Area Development Authority/Community Opportunities Committee (MADA/COC) met in a Regular Meeting on Thursday, July 13, 2023, at 6:00 a.m. at the Melrose City Center pursuant to due notice being given thereof. Present were MADA Members Bob Mayers, Jerome Duevel, Julie Baum, Sara Hoffner, Travis Frieler, Mayor Joe Finken, Community Development Director Sheila Hellermann, and City Administrator Colleen Winter. MADA Member Dave Rahn was absent. There are no active COC members. President Bob Mayers presided thereat.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Mr. Finken, seconded by Ms. Baum and unanimously carried to approve the agenda as submitted.

A.I. #3 APPROVAL OF MINUTES

A motion was made by Mr. Duevel, seconded by Mr. Frieler and unanimously carried to approve the minutes from the June 8, 2023, Regular Meeting.

A.I. #4 REPORTS

- a. Community Development Director Sheila Hellermann provided an update. Ms. Hellermann reported on the current Kwik Trip and Riverside Flats project. The Sauk River Park campground will open on Friday.
- b. City Administrator Winter reported that interviews for the Electrical Supervisor will be conducted this morning. Staff is in the budgeting process. Staff will meet on July 20 and the Council will meet on Thursday, August. 24 to discuss the 2024 budget. Staff has received statics for the Apptegy App. One hundred fifty people have downloaded the app.

A.I. #5 ACTION ITEMS

None

A.I. #6 UNFINISHED BUSINESS

- a. On Wednesday, July 5, 2023, MADA, City Council and Planning & Zoning met to discuss the plat, and planned unit development overlay district for the area. Staff to provide an update to MADA what is happening with Railroad West infrastructure project, the 73-unit multi-family project, and review the plat that SEH has prepared. This will come to the Planning & Zoning Commission for a public hearing on Monday, July 24, 2023. After further discussion MADA by consensus determined to remove lot 19 and reallocate to lots 17 and 18 from the proposed plat.

Community Development stated that MADA and City have negotiated agreements with Granite City Real Estate, LLC on the sale of a parcel in Railroad West for the 73-unit multi-family development. Granite City has now created a new legal entity specific to this project called GCRE-Melrose, LLC. They are requesting an assignment of the purchase agreement and development agreement to this entity. This needs both Council and MADA approval because MADA owns the property, but the city is a party in the development agreement and TIF financing. MADA approved the assignment of the agreements at its July 13, 2023, meeting.

A motion was made by Mr. Duevel, seconded by Ms. Baum and unanimously carried authorizing the execution of a Consent to Assignment of Development Agreement by Granite City Real Estate, LLC to GCRE-Melrose, LLC.

- b. At its June 8, 2023 meeting MADA discussed the revolving loan fund and the rehab loan/grant program for businesses to fix their exteriors. Finance Director Meyer was asked to look into the origins of the program, funding source, and options. After research, it was determined that this program could return if the PUC decides to designate funds from the revolving loan fund and earmark them for the rehab program.

The Melrose Public Utilities Commission at its July 10, 2023, meeting approved \$50,000 be allocated from the RLF to the rehab program. MADA will need to designate a Resolving Loan Fund/Grant Committee to review applications. MADA bylaws require three MADA members on that committee. MADA by consensus determined to limit the program to the C-1 and C-2 districts.

A motion was made by Mr. Travis Frieler, seconded by Mr. Finken and unanimously carried electing Jerome Duevel, Julie Baum, and Sara Hoffner to the Rehab Deferred Loan Program Committee.

- c. The City Council, at a closed session on June 15, 2023, discussed the sale of Lot 1, Block 1 of Melrose I-94 Industrial Park which MADA has also been discussing. They agreed to the first offer presented by the business and set forth terms for a development agreement. Staff presented those terms to the business, which they accepted. The terms were then sent to City Attorney Scott Dymoke to draft a purchase agreement and development agreement. Director Hellermann presented the draft agreements for MADA review and recommendation to the Council about the sale of Lot 1, Block 1 of the Melrose I-94 Industrial Park. MADA was agreeable to the draft agreements as presented.

A.I. 7 NEW BUSINESS

None

A.I. #8 INFORMATIONAL ITEMS

- a. MADA's next meeting is scheduled for Thursday, August 10, 2023, at 6:00 a.m.

A.I. #9 ISSUES OF MADA/COC MEMBERS AND STAFF

A.I. #10 ADJOURNMENT

A motion was made by Mr. Frieler, seconded by Ms. Hoffner and unanimously carried to adjourn the meeting at 6:50 a.m.

PATRICIA HAASE – CITY CLERK