

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
REGULAR MEETING
THURSDAY, AUGUST 8, 2024 – 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, August 8, 2024, 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, Joe Woeste, Jose Morelos, Travis Frieler, Mayor Joe Finken, and Community Development Director Sheila Hellermann.. MADA Member Dave Rahn, and City Administrator Colleen Winter were absent. There are no active COC members. President Bob Mayers called the meeting to order.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Mr. Travis Frieler, seconded by Mr. Duevel and unanimously carried to approve the agenda as submitted.

A.I. #3 APPROVAL OF MINUTES

A motion was made by Mr. Finken, seconded by Mr. Morelos and unanimously carried to approve the minutes from the July 11, 2024, Regular Meeting.

A.I. #4 REPORTS

- a. Community Development Director Sheila Hellermann provided the following update:

We are over the half-way point for 2024 and we have issued 109 building permits with a total value over \$25.2 million. Stearns Electric was able to lower its valuation due to competitive bidding and the final project award so having a total this high speaks to all the other construction happening in the city. There are three new homes under construction.

The closing of the lot in the Melrose I-94 Industrial Park to Carstens Industries was completed on July 25, 2024. Dirt work has begun.

A TIF hearing has been called for on the Roach Development townhouse project in Railroad West. It will be held at the September council meeting.

The Planning & Zoning Commission is reviewing zoning ordinance changes. We need to put an ordinance in place for cannabis businesses before our moratorium expires and currently electronic billboards are not allowed. We have received proposals and requests from billboard companies to put them on city property and to convert existing boards on private property. The Melrose Area Development Authority has also discussed both ordinance changes and has contributed its thoughts as we move forward.

Austin Floral is moving into their building on Main Street.

There is a local individual in town who is interested in Casey's North.

An individual has come to see Ms. Hellermann who is interested in purchasing the former Jennie-O Turkey Store buildings. He is interested in cold storage warehousing, and dry warehousing for the back bays.

- b. City Administrator Winter was not present. Her report was presented as follows:

Main Street continues to progress and is on schedule.

The City Council will be meeting in a work session on August 15th to discuss the preliminary 2025 budget.

Workforce – We are currently advertising for the following positions:

Electric Operations Director

Finance Director

Police Officer

Journey Lineworker

Part time street position

A.I. #5 ACTION ITEMS

None

A.I. #6 UNFINISHED BUSINESS

- a. At the P & Z meeting on Monday, July 29th, 2024, the Planning & Zoning Commission held the public hearing for the preliminary plat of KL Plat No. 1. It was approved. The final plat for Melrose Highlands North was approved. Both now go to the Council's August meeting. The road project is out for bids which will be opened on the afternoon of August 15th.
- b. MADA reviewed billboard ideas from Katie (Niehaus) Masog for the language. Community Development Director Sheila Hellermann presented two billboard mock-ups for the Steans Electric Board including pictures. MADA discussed concerns with an electronic billboard by the golf course. By consensus MADA is recommending the billboard with school children and American flag.
- c. At the July 18, 2024, City Council meeting, the final TIF note with Riverside Flats of Melrose LLC was approved and executed. Staff reviewed this wrap-up of the project with MADA.
- d. Our building officials have been working with the owner of parcel #66.37189.0000 at 406 Main Street regarding its condition. Community Development Director Hellermann presented photos of the issue. She provided an update on the ongoing process of the property demolition. There are many issues that need to be looked at and addressed. Staff is working with the building inspector.

A.I. #7 NEW BUSINESS

- a. Groetsch Properties (PID #66.37103.0000) requested a pre-application review by the Planning & Zoning Commission. They are wondering if they can split the parcel

in half, splitting the building into two separate parcels, with separate ownership. They would have it surveyed and go through the plat process and present an association/maintenance agreement. The building is required to have a firewall between the two properties.

A.I. #8 INFORMATIONAL ITEMS

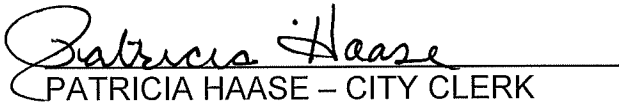
- a. MADA's next meeting is scheduled for Thursday, September 12, 2024, at 6:00 a.m.

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

None

A.I. #10 ADJOURNMENT

A motion was made by Mr. Finken seconded by Mr. Morelos and unanimously carried to adjourn the meeting at 6:50 a.m.


PATRICIA HAASE – CITY CLERK