

MINUTES
WORKSHOP - ECONOMIC DEVELOPMENT AUTHORITY (EDA)
Wednesday, March 11, 2026 – 5:15 p.m.
Academy Room, Monticello Community Center

Commissioners: President Rick Barger, Vice President Jon Morpew, Treasurer Hali Sittig (arrived at 5:27), Clint Berglof, Steve Johnson, Councilmember Tracy Hinz, Mayor Lloyd Hilgart

Staff: Executive Director Jim Thares, Tyler Bevier, Steve Kowalczyk

1. Call to Order

President Rick Barger called the workshop meeting of the Monticello Economic Development Authority to order at 5:16 p.m.

2. Roll Call

Mr. Barger called the roll.

3. Façade Forgivable Loan Application Review: 112 – 114 Broadway – Karen and Doug Schneider

Mr. Thares introduced Karen and Doug Schneider to the EDA members and indicated that staff had received a complete façade improvement loan application from the Schneiders. Mr. Bevier then presented an overview of the façade forgivable loan application for 112–114 Broadway. He also introduced Building Official Steve Kowalczyk, who can offer construction-related context to the EDA and staff. The proposal includes new front awnings and façade improvements to the front, west, and rear sides using a mix of new masonry and LP Smart engineered lap siding. He noted that all application materials were submitted except an owner affidavit regarding financial commitment (equity). Historic renderings, typically provided for core downtown projects, were also not included.

Mr. Bevier summarized the two project quotes received, noting the applicants' preference for the higher bid from G&J Awnings. The selected bid falls within the EDA's allowable range, being 6% higher than the other quote per policy. The total project budget is \$55,986.93, including façade work and permit fees. The applicant's 5% match (approximately \$2,775) was included in the calculation. Mr. Bevier stated that the proposal aligns with the City's comprehensive plan.

He also reported that the façade loan sub-fund currently has a minimal balance and if the EDA supports moving forward with a final consideration of the proposal, it will require EDA action to allocate additional funding into the façade sub fund to support any future façade projects.

Renderings of the façade improvement proposal were provided for reference. Mr. Bevier asked the applicants, Doug and Karen Schneider, to provide a high-level summary of their

proposal and the requested funding. The Schneiders briefly explained their project. Mr. Bevier then reviewed details of the proposed scope of work.

Mr. Schneider added that he would personally cover \$300 for door replacements as part of a tenant agreement, as well as costs related to painting the west side facing Walnut Street.

Mr. Bevier noted that while no formal recommendation was required at this stage, staff included side and rear façade improvements in the funding analysis per the loan policy’s “case-by-case” consideration.

Ms. Schneider stated that costs were split up with approximately 40% for the front (North) façade and 60% for the west and rear. Mr. Bevier clarified estimated costs as:

- Front: \$16,000
- West side: \$18,000
- Rear: \$14,000

Mr. Johnson asked if the three-side improvement proposal comports with the EDA program standards and if the policy would need to be waived. Mr. Schneider explained that the rear façade faces a highly visible traffic-metered intersection at Highway 25 and 3rd Street West. He also noted improvements already completed in the alley area, which is frequently visible to passing traffic.

Mr. Johnson acknowledged the applicant’s reasoning and asked for further thoughts about the multi-sided proposal. Mr. Schneider pointed to the building’s rear access and noted that his property includes the adjacent vacant parcel (ID 155010035100). He described the condition of the building, the 1970s stucco, and the need to achieve siding stability and complete stone resurfacing as well as structural enhancements.

Mayor Hilgart highlighted the evolving nature of the downtown area, including expanded public parking options and alley access, which often create de facto double-fronted buildings. Mr. Schneider shared the historic pattern of customer access from the rear entrance when a restaurant operated on the site in the 1970s–1980s and said he anticipates similar usage today.

Ms. Sittig asked if rear-facing façade requests had been denied previously. Mayor Hilgart referred to the Bliss project. Ms. Sittig noted that for the Liquor Lounge, only front improvements were funded and the owner covered rear improvements personally. She also referenced the Cornerstone Café request, where rear improvement costs were denied and completed at the owner’s expense.

Mr. Barger agreed with comments on increased downtown foot traffic and visibility but expressed concern with the proposal’s total cost exceeding the \$50,000 cap. He supported funding up to the cap but not beyond it, noting that exceptions have historically been limited to corner-lot properties, which do not apply here.

Mr. Schneider agreed, acknowledging that expenses beyond the \$50,000 cap are his responsibility. He explained his need to move the application forward promptly due to personal travel plans and contractor coordination.

Mr. Johnson noted that the project estimate for façade improvements alone is \$55,490.19. He expressed support for the project and suggested that any policy deviation be explicitly stated within the motion, if approved.

Mayor Hilgart noted that the rear improvements for Bliss Salon were approved due to the City-owned parcel and future public parking planned there.

Mr. Thares asked about the masonry building edge column discussion at the Site Review meeting. Mr. Schneider noted that he understood some of the design considerations differently and that he is open to continue refinement of color palette and material selections.

Mayor Hilgart expressed optimism for the project's contribution to downtown activity, especially with Pizza Factory's anticipated relocation and increased carry-out traffic. Mr. Schneider confirmed that customer access will remain at the front, with employee parking and deliveries continuing at the rear.

Mr. Johnson voiced support for approving a \$50,000 forgivable loan with a 5% applicant match for façade improvements at 112–114 Broadway. A consensus among EDA members supported his position.

Mr. Thares confirmed that the item will be placed on the Agenda for the April 8, 2026, regular EDA meeting, pending receipt of the applicant's letter of commitment.

Adjournment

The workshop was adjourned at 5:53 p.m.

Recorded by: Anne Mueller__

Approved: April 8, 2026

ATTEST: _____
Jim Thares, Executive Director of the Monticello EDA