

**Announcement of Meeting**  
**Economic Development Authority**  
**Regular Meeting Agenda**

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**Monday, September 8, 2025**

**8:00 AM**

**Council Chambers**

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**A. CALL TO ORDER - ROLL CALL**

Mayor or Presider will call the meeting to order, state the time, and take roll call.

**B. APPROVAL OF MINUTES OF PRECEDING MEETING**

1. Approval of LEDA Regular Meeting Minutes - 08 11 2025

**Attachments:** [08 11 2025 LEDA Minutes](#)

**C. BILLS AND COMMUNICATIONS**

1. Approval of Regular Department Payment Report - 08 2025

**Attachments:** [Dept Payment Report - 08 2025](#)

2. Approval of Financial Report - 08 2025

**Attachments:** [Financial Summary - 08 2025](#)

**D. BUSINESS**

1. Motion to Approve Facade Improvement Application for Rock County Historical Society for Project at 312 E. Main

Rock County Historical Society has submitted an application for a facade improvement project at 312 E. Main as proposed in the attached design.

The scope of work includes labor and materials to attach steel siding to the entire north face and east walls. The total project cost is \$30,500.

RCHS is applying for a grant in the amount of \$10,675 and a loan in the amount of \$10,675 at a rate of 4% for 7 years. The project is expected to begin in early 2026. RCHS has met all of the requirements for this application.

**Attachments:** [History Center Scope of Work](#)

2. Motion to Approve Facade Improvement Application for Bruce & Cody Henrichs for Project at 109 E. Main St.

Henrichs has submitted an application for a facade improvement project at 109 E Main St.

The scope of work includes: Tuck pointing and relay brick as replacement on

upper facade; remove and replace deteriorated brick under stone ledges on front facade; caulk to adjoining structures; roof repair and replacement materials to include new rafters; materials for new back wall on upper and lower portion of building; and door and window replacement on back of building. The total project cost is \$29,625.50.

Henrichs is applying for a grant in the amount of \$10,369 and choosing to forgo the loan option. Henrichs has met all of the requirements for this application.

**Attachments:** [Henrichs 109 E. Main](#)

**E. ADJOURNMENT**

A motion to adjourn would be in order.

Staff Report

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**File #:** 2025-279

**Agenda Date:** 9/8/2025

**Agenda #:** 1.

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Approval of LEDA Regular Meeting Minutes - 08 11 2025

**Announcement of Meeting**  
**Economic Development Authority**  
**Regular Meeting Minutes**

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**Monday, August 11, 2025**

**8:00 AM**

**Council Chambers**

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**A. CALL TO ORDER - ROLL CALL**

A Regular Meeting of the Luverne Economic Development Authority was held in the Council Chambers, commencing at 8:00 AM.

Additional attendees include: City Administrator Jill Wolf, EDA Director Holly Sammons, Star Herald Editor Lori Sorenson, and Peter Dikun.

**Present** Patrick Baustian, Ryan DeBates, Tara Zewiske, and Kevin Aaker

**Excused** Sherri Thompson

**PUBLIC HEARING**

**1. Dikun Properties MN, LLC Proposal to Purchase Lot 1 in Mayes Fourth Addition**

Dikun Properties MN, LLC is proposing to purchase Lot 1 in Mayes Fourth Addition to construct a 70' x 170' wood frame building for the purposes of operating a cannabis grow facility.

With proper notice having been given and the time of 8:00 a.m. having arrived, President Baustian opened the hearing at 8:00 a.m. to receive testimony from those present, and to consider any written correspondence, on the proposal from Dikun Properties MN LLC to purchase Lot 1 in Mayes Fourth Addition.

Dikun intends to construct a cannabis grow facility. The new facility will include interior build out, 4 flower rooms, veg, mother, dry room, vault, manufacturing room, employee area, and office. It will also include all necessary equipment to grow cannabis including HVAC and lighting system. Construction costs are estimated to be \$1.5 million; the building will cost approximately \$800,000 and interior build out necessary for growing cannabis will cost approximately \$700,000.

Dikun reported that the business will employ a Grower/Manager at a wage of about \$80,000 annually and additional support staff at wages ranging from \$18-25/hr. A background in biology is helpful for employees but many are trained on-the-job as well. Dikun also reported the process from growing a seed to harvest is about 3 months. Seeds are readily available since cannabis is legal in 32

states and medical cannabis is legal in 40 states. Dikun stated that the facility will have to pass inspection before final licensing is granted and he plans to follow all security measures that are required. The terms of the proposed Development Agreement were presented.

With no further correspondence to consider, President Baustian closed the public hearing at 8:25 a.m.

**B. APPROVAL OF MINUTES OF PRECEDING MEETING**

1. Approval of LEDA Regular Meeting Minutes - 07 14 2025

A motion was made that these LEDA Minutes be approved. The motion carried by the following vote:

**Aye:** Baustian, DeBates, Zewiske, and Aaker

**C. BILLS AND COMMUNICATIONS**

1. Approval of Regular Department Payment Report - 07 2025

A motion was made that this LEDA Regular Department Payment Report be approved. The motion carried by the following vote:

**Aye:** Baustian, DeBates, Zewiske, and Aaker

2. Approval of Financial Report - 07 2025

A motion was made by Aaker, seconded by DeBates, that this LEDA Financial Report be approved. The motion carried by the following vote:

**Aye:** Baustian, DeBates, Zewiske, and Aaker

**D. DIRECTOR'S REPORTS & DISCUSSION**

**E. BUSINESS**

1. Motion to Approve the Sale of Lot 1 in Mayes Fourth Addition to Dikun Properties MN LLC and Authorize President and Secretary to Sign the Development Agreement & Purchase Agreement.

Dikun Properties MN, LLC is proposing to purchase Lot 1 in Mayes Fourth Addition to construct a 70' x 170' wood frame building for the purposes of operating a cannabis grow facility. The terms of the deal are included in the attached Development Agreement.

Aaker voiced his concern and disappointment in how the state has

handle the new cannabis industry as they have really tied the hands of cities and local governments in the cannabis realm. Aaker acknowledged that none of his remarks are in regards to Dikun's proposal and that this is an allowed use in this zoning district.

Aaker commented that the state of Minnesota's recent actions have impacted cannabis-related revenue for cities. Originally, when Minnesota legalized adult-use cannabis in 2023, the plan was to impose a 10% gross receipts tax on retail cannabis sales.

- 80% to the state's General Fund, for programs like regulation, expungements, youth education, etc.

- 20% into a Local Government Cannabis Aid account.

From that 20% aid pool, half went to counties and half to cities, distributed based on the number of cannabis businesses in each locality..

However, in 2025, as part of a state budget deal, the legislature repealed the local cannabis revenue-sharing provision. The changes include:

- Repeal of the 20% distribution to local governments.

- Increase of the cannabis excise tax from 10% to 15%.

This effectively redirects all cannabis tax revenue to the state, eliminating previously intended funds for cities and counties. Without this revenue, cities now bear the entire financial burden of regulating cannabis-such as licensing, zoning, enforcement checks, and public education. This situation has been described as an unfunded mandate, where the state imposes regulatory duties without providing the funds to meet them.

A motion was made by Zewiske, seconded by Baustian, that this LEDA Business be approved. The motion carried by the following vote:

**Aye:** Baustian, Zewiske, and Aaker

**Nay:** DeBates

**2. Motion to Approve RBEG Revolving Loan Fund Application for Rock River Apothecary LLC.**

Rock River Apothecary LLC is applying for the \$5000 Rural Business Assistance Loan for remodeling project at 203 E. Main St. The project includes creating a functional kitchen in her store which will allow her to create more products and

enhance/diversify her product line. The scope of work includes plumbing work to relocate a water line; installing cabinets, countertop, and trim; painting and installing wallpaper; and purchase and installation of new ice maker machine.

**LOAN PROPOSAL:**

- 1) \$5000 loan at 0% interest
- 2) Five (5) year loan term
- 3) Monthly payments, first payment due 10/15/2025
- 4) Loan to be secured by personal guarantee

Rock River Apothecary has submitted the proper paperwork and meets all of the requirements for this loan.

A motion was made by Aaker, seconded by DeBates, that this LEDA Business be approved. The motion carried by the following vote:

**Aye:** Baustian, DeBates, Zewiske, and Aaker

**F. ADJOURNMENT**

A motion was made by Aaker, seconded by Zewiske, that this meeting be adjourned. The motion carried by the following vote:

**Aye:** Baustian, DeBates, Zewiske, and Aaker

**G. SIGNATURES**

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Patrick T. Baustian, President

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Holly J. Sammons, EDA Director

Staff Report

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**File #:** 2025-280

**Agenda Date:** 9/8/2025

**Agenda #:** 1.

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Approval of Regular Department Payment Report - 08 2025

# EDA Report

## By Fund

City of Luverne, MN

Payment Dates 8/6/2025 - 9/3/2025

Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 650 - EDA GENERAL OPERATIONS</b>					
Elan Financial Services	08/14/2025	07/07/2025	Record Small Cities Satisfactio...	650-46515-3471	171.54
Elan Financial Services	08/14/2025	07/11/2025	Record Arcade Building LLC M...	650-46515-3471	101.29
Tollefson Enterprises Inc	08/06/2025	07/31/2025	Advertising	650-46515-3349	238.50
Blue Cross Blue Shield of Min...	08/31/2025	08/01/2025	Employee Health Insurance	650-21226	319.70
Madison National Life Ins Co	08/28/2025	08/01/2025	Long-Term Disability Insurance	650-21231	15.27
Luverne Area Chamber	08/27/2025	08/07/2025	1/2 Pg Etc Mag August Ed	650-46515-3349	450.00
Verizon	08/20/2025	08/10/2025	Holly Sammons	650-46515-3321	50.46
Delta Dental of Minnesota	08/15/2025	08/15/2025	Pediatric Dental Insurance	650-21226	57.31
Blue Cross Blue Shield of Min...	08/31/2025	08/15/2025	Employee Health Insurance	650-21226	319.70
Blue Cross Blue Shield of Min...	08/31/2025	08/15/2025	Employee Health Insurance	650-21226	1,783.37
HealthEquity	08/15/2025	08/15/2025	Employee HSA Contribution	650-21250	184.62
MissionSquare Retirement - 4...	08/15/2025	08/15/2025	Deferred Comp Contributions	650-21225	397.06
Madison National Life Ins Co	08/28/2025	08/15/2025	Long-Term Disability Insurance	650-21231	15.27
Madison National Life Ins Co	08/28/2025	08/15/2025	Employee Life Insurance	650-21227	2.57
Public Employees Retirement	08/15/2025	08/15/2025	PERA Contributions	650-21224	505.35
MissionSquare Retirement - 4...	08/15/2025	08/15/2025	ROTH Percent Contributions	650-21225	108.29
Blue Cross Blue Shield of Min...	08/15/2025	08/15/2025	Vision Insurance	650-21220	16.91
EFTPS-Federal	08/15/2025	08/15/2025	FICA WITHHOLDING	650-21223	375.82
EFTPS-State	08/15/2025	08/15/2025	STATE WITHHOLDING	650-21222	133.07
EFTPS-Federal	08/15/2025	08/15/2025	MEDICARE WITHHOLDING	650-21223	87.90
EFTPS-Federal	08/15/2025	08/15/2025	FED WITHHOLDING	650-21221	278.02
Luverne City of	08/27/2025	08/19/2025	Interdepartmental Bills - July ...	650-46515-3386	31.30
Luverne City of	08/27/2025	08/19/2025	Interdepartmental Bills - July ...	650-46515-3386	69.92
Luverne City of	08/27/2025	08/19/2025	Interdepartmental Bills - July ...	650-46515-3389	47.25
Luverne City of	08/27/2025	08/19/2025	Interdepartmental Bills - July ...	650-46515-3389	37.50
HealthEquity	08/29/2025	08/29/2025	Employee HSA Contribution	650-21250	184.62
MissionSquare Retirement - 4...	08/29/2025	08/29/2025	Deferred Comp Contributions	650-21225	397.06
Madison National Life Ins Co	08/28/2025	08/29/2025	Long-Term Disability Insurance	650-21231	16.52
Public Employees Retirement	08/29/2025	08/29/2025	PERA Contributions	650-21224	505.35
MissionSquare Retirement - 4...	08/29/2025	08/29/2025	ROTH Percent Contributions	650-21225	108.29
EFTPS-Federal	08/29/2025	08/29/2025	FICA WITHHOLDING	650-21223	417.56
EFTPS-State	08/29/2025	08/29/2025	STATE WITHHOLDING	650-21222	155.96
EFTPS-Federal	08/29/2025	08/29/2025	MEDICARE WITHHOLDING	650-21223	97.66
EFTPS-Federal	08/29/2025	08/29/2025	FED WITHHOLDING	650-21221	352.07
<b>Fund 650 - EDA GENERAL OPERATIONS Total:</b>					<b>8,033.08</b>
<b>Fund: 683 - RBEG RLF SM BUS &gt;50 EMPL</b>					
Rock River Apothecary LLC	08/15/2025	08/15/2025	RBEG Loan	683-12742	5,000.00
<b>Fund 683 - RBEG RLF SM BUS &gt;50 EMPL Total:</b>					<b>5,000.00</b>
<b>Grand Total:</b>					<b>13,033.08</b>

**Report Summary****Fund Summary**

<b>Fund</b>	<b>Payment Amount</b>
650 - EDA GENERAL OPERATIONS	8,033.08
683 - RBEG RLF SM BUS >50 EMPL	5,000.00
<b>Grand Total:</b>	<b>13,033.08</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
650-21220	EDA Vision Plan Payable	16.91
650-21221	EDA Federal Withholding	630.09
650-21222	EDA State Withholding	289.03
650-21223	EDA FICA Withholding	978.94
650-21224	EDA Pera Withholding	1,010.70
650-21225	EDA Icmarc Withholding	1,010.70
650-21226	EDA Health Insurance	2,480.08
650-21227	EDA Life Insurance	2.57
650-21231	EDA Long Term Disability...	47.06
650-21250	HSA Payable	369.24
650-46515-3321	Telephone Charges	50.46
650-46515-3349	Advertising	688.50
650-46515-3386	Storm Sewer Utilities	101.22
650-46515-3389	Miscellaneous Utilities	84.75
650-46515-3471	Abstracts, Recording fee,...	272.83
683-12742	Rock River Apothecary R...	5,000.00
<b>Grand Total:</b>		<b>13,033.08</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	13,033.08
<b>Grand Total:</b>	<b>13,033.08</b>

Staff Report

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**File #:** 2025-281

**Agenda Date:** 9/8/2025

**Agenda #:** 2.

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Approval of Financial Report - 08 2025

EDA Financial Summary for:  
August 31, 2025

Preliminary

Account Number:	General Operation 650 2025	General Operations 650	Veterans & Evergreen Addn Lots 653	Sybesma Subd Lots 654	Industrial Park 656	Manfred Heights Subd 657	Uithoven Lots 658	CWG/TCI Bldg Operating 663	Minnwest TIF #17 670	Econ Dev Revolv Loan 680	Downtown SCDP Grant 681	RBEG Revolving Loan 683	SCDP Local Income 685	CDAP 13-0112-0-FY14 686	TOTAL ALL EDA OPERATIONS
11110 Cash in Bank		220,227.63	53,213.77	13,854.26	239,254.40	68,353.37	191,701.10	227,499.18	3,572.46	68,613.91	-	167,888.32	230,882.52	5,225.00	1,490,285.92
11111 Cash-Replacement Reserve		-	-	-	-	-	-	6,758.36	-	-	-	-	-	-	6,758.36
11801 Lease Receivables		-	-	-	-	-	-	40,062.00	-	-	-	-	-	-	40,062.00
12320 Investment Interest Receivable		234.85	24.92	4.10	390.66	44.39	18.06	425.02	4.31	40.00	-	172.34	201.45	-	1,560.10
12322 Loan Interest Receivable		(19.52)	-	-	-	-	-	-	-	(20.44)	-	-	-	-	(39.96)
12611 Accounts Receivable		691.99	-	-	-	-	-	-	-	827.23	-	416.65	-	-	1,935.87
12687 Program Income Loan-Rock Manor		-	-	-	-	-	-	-	-	-	10,000.00	-	-	-	10,000.00
12743 Luverne Counseling RBEG Loan		-	-	-	-	-	-	-	-	-	-	416.85	-	-	416.85
12744 Big Top Tent RBEG Loan		-	-	-	-	-	-	-	-	-	-	833.50	-	-	833.50
12745 Optiz RBEG		-	-	-	-	-	-	-	-	-	-	1,083.49	-	-	1,083.49
12746 V & D Properties RBEG Loan		-	-	-	-	-	-	-	-	-	-	1,750.13	-	-	1,750.13
12747 Novo Aesthetics RBEG Loan		-	-	-	-	-	-	-	-	-	-	1,750.13	-	-	1,750.13
12748 Swenson Scrapping RBEG Loan		-	-	-	-	-	-	-	-	-	-	2,083.45	-	-	2,083.45
12756 Optiz Prop Gap Loan		6,072.93	-	-	-	-	-	-	-	-	-	-	-	-	6,072.93
12762 Schomacker GAP Loan		14,831.82	-	-	-	-	-	-	-	-	-	-	-	-	14,831.82
12763 ATLAS GAP Loan		14,831.82	-	-	-	-	-	-	-	-	-	-	-	-	14,831.82
12764 Big Top Tent GAP Loan		14,831.82	-	-	-	-	-	-	-	-	-	-	-	-	14,831.82
12834 Ben Franklin Lodge Façade Loan		-	-	-	-	-	-	-	-	2,940.95	-	-	-	-	2,940.95
12836 Prairie Water Solutions LLC Façade Loan		-	-	-	-	-	-	-	-	16,142.89	-	-	-	-	16,142.89
12854 Mike Cox Façade Impr Loan		-	-	-	-	-	-	-	-	11,060.00	-	-	-	-	11,060.00
12856 Luverne Counseling Façade Loan		-	-	-	-	-	-	-	-	7,301.43	-	-	-	-	7,301.43
16110 Land		-	27,055.54	6,624.45	476,045.32	93,750.00	92,954.00	20,680.00	-	-	-	-	-	-	717,109.31
16210 Buildings		-	-	-	-	-	-	2,502,564.71	-	-	-	-	-	-	2,502,564.71
16290 Accum Deprec - Bldgs		-	-	-	-	-	-	(1,781,789.35)	-	-	-	-	-	-	(1,781,789.35)
16310 Improvements		-	-	-	-	-	-	21,891.11	-	-	-	-	-	-	21,891.11
16390 Accum Deprec - Impr		-	-	-	-	-	-	(21,891.11)	-	-	-	-	-	-	(21,891.11)
16410 Machinery & Equipment		-	-	-	-	-	-	5,835.38	-	-	-	-	-	-	5,835.38
16490 Accum Deprec - Mach & Eq		-	-	-	-	-	-	(5,835.38)	-	-	-	-	-	-	(5,835.38)
Total Assets:		271,703.34	80,294.23	20,482.81	715,690.38	162,147.76	284,673.16	1,016,199.92	3,576.77	106,905.97	10,000.00	176,394.86	231,083.97	5,225.00	3,084,378.17
21120 Accounts Payable		(8.38)	-	-	-	-	-	27,235.51	-	-	-	-	-	-	27,227.13
Equity:															
26130 Contributions from Rock County		-	-	-	-	-	-	10,680.00	-	-	-	-	-	-	10,680.00
26150 Contributions from Others		-	-	-	-	377,852.51	-	500,000.00	-	-	-	-	-	-	877,852.51
26503 Reserved for Debt Service		-	62,294.23	20,532.01	-	(246,979.95)	-	486,404.41	3,575.34	122,917.01	-	-	-	-	448,743.05
26508 Reserved for Econ Devel		174,887.82	-	-	444,037.38	-	-	-	-	-	10,000.00	176,394.86	231,083.97	5,225.00	1,041,829.03
26609 Committed for Lot Development		-	-	-	-	-	277,173.16	-	-	-	-	-	-	-	277,173.16
26711 Revenue Control		217,067.88	18,000.00	70.80	272,073.00	31,275.20	7,500.00	70,000.00	1.43	1,051.46	-	-	-	-	617,039.77
26721 Expense Control		(120,244.59)	-	(120.00)	(420.00)	-	-	(78,120.00)	-	(17,062.50)	-	-	-	-	(215,967.09)
Total Liabilities & Equity		271,703.34	80,294.23	20,482.81	715,690.38	162,147.76	284,673.16	1,016,199.92	3,576.77	106,905.97	10,000.00	176,394.86	231,083.97	5,225.00	3,084,378.17

EDA Financial Summary for:  
August 31, 2025

Preliminary

Account Number:	General Operation 650 2025	General Operations 650	Veterans & Evergreen Addn Lots 653	Sybesma Subd Lots 654	Industrial Park 656	Manfred Heights Subd 657	Uithoven Lots 658	CWG/TCI Bldg Operating 663	Minnwest TIF #17 670	Econ Dev Revolv Loan 680	Downtown SCDP Grant 681	RBEG Revolving Loan 683	SCDP Local Income 685	CDAP 13-0112-0-FY14 686	TOTAL ALL EDA OPERATIONS
31110 Current Ad Valorem Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
31120 Delinquent Ad Valorem Taxes	-	-	-	-	-	-	-	-	1.43	-	-	-	-	-	1.43
31166 Tax Increments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
32213 Historic Facade Application Fee	-	100.00	-	-	-	-	-	-	-	-	-	-	-	-	100.00
34403 Community Garden Revenue	-	705.00	-	-	-	-	-	-	-	-	-	-	-	-	705.00
36211 Interest Earnings - Regular	3,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
36212 Interest on RBEG Loans	-	88.57	-	-	-	-	-	-	-	1,051.46	-	-	-	-	1,140.03
36217 Interest on Loans	1,206.00	724.31	-	-	-	-	-	-	-	-	-	-	-	-	724.31
36305 Rental Income	-	-	-	-	-	-	-	70,000.00	-	-	-	-	-	-	70,000.00
36599 Miscellaneous Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
37810 Lot Sales	-	-	18,000.00	-	2,500.00	31,046.00	7,500.00	-	-	-	-	-	-	-	59,046.00
38300 Property Rental	-	-	-	70.80	-	229.20	-	-	-	-	-	-	-	-	300.00
39304 Contribution from Primary Government	215,450.00	215,450.00	-	-	-	-	-	-	-	-	-	-	-	-	215,450.00
39997 Contribution from Primary Government	-	-	-	-	269,573.00	-	-	-	-	-	-	-	-	-	269,573.00
Total Revenue	219,656.00	217,067.88	18,000.00	70.80	272,073.00	31,275.20	7,500.00	70,000.00	1.43	1,051.46	-	-	-	-	617,039.77
1101 Full-Time Employees	93,969.00	61,883.32	-	-	-	-	-	-	-	-	-	-	-	-	61,883.32
1112 Longevity Pay	250.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1121 PERA	7,048.00	4,602.24	-	-	-	-	-	-	-	-	-	-	-	-	4,602.24
1122 FICA	7,189.00	4,002.08	-	-	-	-	-	-	-	-	-	-	-	-	4,002.08
1131 Health Insurance	21,830.00	15,091.87	-	-	-	-	-	-	-	-	-	-	-	-	15,091.87
1133 Health Insurance - H S A	4,000.00	3,750.00	-	-	-	-	-	-	-	-	-	-	-	-	3,750.00
1135 Life Insurance	50.00	17.37	-	-	-	-	-	-	-	-	-	-	-	-	17.37
1151 Worker's Comp Insurance Premium	300.00	219.17	-	-	-	-	-	-	-	-	-	-	-	-	219.17
2209 Misc Office Supplies	400.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2223 Building Maintenance	-	-	-	-	-	-	-	1,721.03	-	-	-	-	-	-	1,721.03
2261 General Supplies	5,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3303 Engineering Fees	5,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3304 Legal Fees	5,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3307 Management/Reporting Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3312 Contractual Services	25,000.00	2,900.00	-	-	-	-	-	-	-	-	-	-	-	-	2,900.00
3321 Telephone	1,000.00	360.00	-	-	-	-	-	-	-	-	-	-	-	-	360.00
3322 Postage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3331 Travel, Meals, Lodging & Training	3,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3349 Miscellaneous Advertising	20,000.00	4,175.45	-	-	-	-	-	-	-	-	-	-	-	-	4,175.45
3351 Publishing & Printing	3,500.00	3,396.76	-	-	-	-	-	-	-	-	-	-	-	-	3,396.76
3361 General Liability Insurance	500.00	670.00	-	-	-	-	-	-	-	-	-	-	-	-	670.00
3381 Electric Utilities	-	433.39	-	-	-	-	-	-	-	-	-	-	-	-	433.39
3386 Storm Sewer Utilities	714.00	878.80	-	-	-	-	-	-	-	-	-	-	-	-	878.80
3389 Miscellaneous Utilities	306.00	787.31	-	-	-	-	-	-	-	-	-	-	-	-	787.31
3421 Depreciation Expense	-	-	-	-	-	-	-	49,163.46	-	-	-	-	-	-	49,163.46
3447 Community Garden Expense	-	284.21	-	-	-	-	-	-	-	-	-	-	-	-	284.21
3471 Abstracts, Deed Tax, Etc	3,000.00	1,748.12	-	-	-	-	-	-	-	-	-	-	-	-	1,748.12
3484 Demolition - Commercial	-	5,000.00	-	-	-	-	-	-	-	-	-	-	-	-	5,000.00
3486 Demolition - Residential	2,000.00	2,250.00	-	-	-	-	-	-	-	-	-	-	-	-	2,250.00
3491 Dues & Subscriptions	1,500.00	425.00	-	-	-	-	-	-	-	-	-	-	-	-	425.00
3493 Books & Pamphlets	100.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3497 Licenses & Taxes	1,500.00	369.50	-	120.00	420.00	-	-	-	-	-	-	-	-	-	909.50
3499 Misc Expenditures/Expenses	500.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3506 LIFT Comm Devel Assistance	7,000.00	7,000.00	-	-	-	-	-	-	-	-	-	-	-	-	7,000.00
5528 Building Improvements	-	-	-	-	-	-	-	27,235.51	-	-	-	-	-	-	27,235.51
6612 Other Long-Term Oblig Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7214 Façade Improvement Grant	-	-	-	-	-	-	-	-	-	17,062.50	-	-	-	-	17,062.50
7768 Transfer to Local Income 685	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7769 Transfer to EDA RLF 680	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	219,656.00	120,244.59	-	120.00	420.00	-	-	78,120.00	-	17,062.50	-	-	-	-	215,967.09
Revenue over Expense	-	96,823.29	18,000.00	(49.20)	271,653.00	31,275.20	7,500.00	(8,120.00)	1.43	(16,011.04)	-	-	-	-	401,072.68

Staff Report

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**File #:** 2025-283

**Agenda Date:** 9/8/2025

**Agenda #:** 1.

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Motion to Approve Facade Improvement Application for Rock County Historical Society for Project at 312 E. Main

Rock County Historical Society has submitted an application for a facade improvement project at 312 E. Main as proposed in the attached design.

The scope of work includes labor and materials to attach steel siding to the entire north face and east walls. The total project cost is \$30,500.

RCHS is applying for a grant in the amount of \$10,675 and a loan in the amount of \$10,675 at a rate of 4% for 7 years. The project is expected to begin in early 2026. RCHS has met all of the requirements for this application.



This north face would be covered in steel from the current red steel to the corner.



This north face would be covered in steel.



This east face would be covered in steel from the light gray corner to the showroom window.

Staff Report

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**File #:** 2025-271

**Agenda Date:** 9/8/2025

**Agenda #:** 2.

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Motion to Approve Facade Improvement Application for Bruce & Cody Henrichs for Project at 109 E. Main St.

Henrichs has submitted an application for a facade improvement project at 109 E Main St.

The scope of work includes: Tuck pointing and relay brick as replacement on upper facade; remove and replace deteriorated brick under stone ledges on front facade; caulk to adjoining structures; roof repair and replacement materials to include new rafters; materials for new back wall on upper and lower portion of building; and door and window replacement on back of building. The total project cost is \$29,625.50.

Henrichs is applying for a grant in the amount of \$10,369 and choosing to forgo the loan option. Henrichs has met all of the requirements for this application.

Cody & Bruce Henrichs  
115 East Main

