



**Cloquet Economic Development Authority
MEETING AGENDA**

**Wednesday June 4, 2025
8:00AM
101 14th Street Cloquet, MN 55720**

ACTION TAKEN

1. **Call Meeting to Order** _____
2. **Announcements, Adjustments, Correspondence, and Other Comments** _____
3. **Public Comments?** _____
Please give your name, and address. Visitors may share concerns on any issue which is not already on the agenda. The Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. All comments will be taken under advisement by the Commission. No action will be taken at this time. Public Comments will be limited to 10 minutes per topic or 30 minutes total. The Commission may request an item be placed on a future agenda for further discussion as part of the regular meeting.
4. **Approval EDA meeting minutes** _____
 - a. May 7, 2025
5. **Monthly Financials** _____
 - a. April 2025
6. **Action Items:**
 - a. **Stanley Avenue Site – Issue Request for Proposals** _____
See attached staff report.
 - b. **Responses to property offers** _____
There have been no responses yet on offers made on three blighted properties. Staff will keep you informed moving forward.
 - c. **Project updates—Marketing** _____
As directed after the May meeting, staff met with Promoting Me LLC (PM) on excess marketing budget and creative options to market Cloquet. I shared the feedback on concepts from the EDA and PM will be investigating basic video promotional opportunities. Staff will keep you informed as this progresses.
7. **EDA Informational Updates** _____
8. **Adjourn** _____



**CLOQUET ECONOMIC DEVELOPMENT
AUTHORITY**

101 14th St., Cloquet, MN 55720

May 7, 2025

DRAFT

MINUTES OF THE CLOQUET EDA MEETING

EDA Members Present: Dave Manderfeld, Lyz Jaakola, Lara Wilkinson, Jenny Blatchford, Sue Ryan (EDA Commissioners), Aaron Peterson, (EDA Commissioners)

Ex-Officio Staff/Staff Members/Others Present: Tim Peterson, Holly Hansen, Katie Bloom, (City of Cloquet), Andrew Genereau (Andrew Genereau Construction), Ryan Pervenance (Carlton County), Kelly Zink (Chamber)

EDA/Ex-Officio/Staff Members Absent:
Mark Lanigan (EDA Commissioners)

1. CALL TO ORDER

The meeting was conducted off-site at newly constructed 316 20th Street and was called to order at 8:03 a.m.

2. ANNOUNCEMENTS, ADJUSTMENTS, CORRESPONDENCE AND OTHER
None.

3. PUBLIC COMMENTS
None.

4. APPROVAL EDA MEETING MINUTES
APRIL

President Manderfeld asked for any corrections, additions, or deletions to the April 2, 2025 Cloquet EDA Meeting Minutes. Hearing none, he asked for a motion.

Motion: Commissioner Blatchford moved, and Commissioner Peterson seconded, that the EDA approve the April 2, 2025 Cloquet EDA Meeting Minutes. (Motion passed 6-0).

5. APPROVAL OF MONTHLY FINANCIALS
MARCH

Holly Hansen reviewed the cash balance for March 2025 which was \$908,450.80 with an adjustment to Fund 201 separating the lot sale revenues into Project 201, no change to Fund 202, increases from loan repayments into Fund 203 along with a Collins Roofing loan application, continuing to hold a \$10,000 grant project for the historic Shaw Memorial Library building which is under SHPO review, and no change in fund balance for Fund 207 the statewide affordable housing aid.



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May 7, 2025

The total outstanding loan balance is \$1,391,753.06 (7 business loans) with monthly repayments of \$9,001.85 with one loan deferral and one remaining interest only short term housing loans. The building formerly owned by the city and sold to a developer in 2012 located at 1111 Cloquet Avenue has sold, however the loan payment will continue under original ownership until the term is complete in 2027 per the original terms of that deal. One city/EDA housing rehab/development project remains with an interest only loan with a balloon at the end of 16 months. There is also a 16 month deferral for the Hotel Solem adaptive reuse project that is in place. President Manderfeld asked for any corrections or questions on the financials? Hearing no other comments, he asked for a motion.

Motion: Commissioner Peterson moved, and Commissioner Ryan seconded, that the EDA approve the March Financials. (Motion passed 6-0).

6. ACTION ITEMS:

A) New Home 316 20th Street – Project Recap Andrew Genereau Construction

Andrew Genereau of Andrew Genereau Construction (and also of Genereau & Co.) discussed the spec home completion, an existing infill lot in an existing neighborhood along 20th Street. He has previously built this home and will also build this home in upcoming projects in Moose Lake and Wrenshall noting a few modifications with those projects and homes. He talked about housing the area and proactive communities looking for large scale impact sites and encouraged Cloquet to follow suit. He talked about his building supplier in Lamperts in Moose Lake and collaboration with them. He talked about Cloquet graduates that he has hired and the trades are starving for people, his interests in collaborating with the schools. He noted surrounding properties and their exterior appearance issues noting needs for exterior improvement grants. Ms. Hansen noted past ownership and rental home improvement programs via the state's Small Cities Development Program grants and the need for another round of those, Tim Peterson noted those programs challenges and opportunities. The property is listed for sale and time will demonstrate what offer interests are for the property.

B) Marketing Budget Discussion

Shelly Peterson returned to the community and started a new marketing business called Promoting Me LLC. In March 2021 she came to the EDA to pitch the idea on creating the Hidden Gems of Cloquet project. Fast forward four years later we are still at it and for that duration Promoting Me LLC has paid for the domain name and podcast program to store the information for the Hidden Gems of Cloquet business features. Heading into a renewal subscription, she has outreached to inquire about cost sharing interests or shifting the payment responsibilities to the Cloquet EDA. Ms. Hansen has reviewed the request and would suggest



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moving forward to pay for the domain and podcast subscriptions. Moving forward, if things change in utilization, she would direct cancellation or removal of these programs.

7. INFORMATIONAL UPDATES:

Kelly Zink provided Cloquet Area Chamber of Commerce updates and Holly Hansen provided city updates. Ryan Pervanance at the end of the meeting provided various Carlton County updates.

8. CLOSED SESSION

At 8:35am President Manderfeld moved to enter Closed Session meeting of the Cloquet EDA per Mn. Stat. Sec. 13D.05, Subd. 3(c)(3) to discuss blighted properties for potential purchase and the offering price by the City of Cloquet Economic Development Authority for the purpose of housing redevelopment.

9. MOTION TO REOPEN THE MEETING

Motion: At 9:15am Commissioner Wilkinson moved, and Commissioner Blatchford seconded that the Cloquet EDA reopen the regular meeting of the Cloquet EDA (Motion passed 6-0).

**10. MOTION TO APPROVE SELECTED BLIGHTED PROPERTIES PURCHASE
OFFERS BY THE CITY OF CLOQUET EDA BASED UPON PROPERTY
APPRAISAL PRICES FOR THE PURPOSE OF HOUSING REDEVELOPMENT**

President Manderfeld asked for a motion to approve purchase offers on blighted properties, based upon property appraisals, for the purpose of housing redevelopment.

Motion: Commissioner Blatchford moved, and Commissioner Ryan seconded that the Cloquet EDA purchase offers for the appraised value for the purpose of housing redevelopment for 746 Larch Street, 106 7th Street, and 1011 Spring Lake Road. (Motion passed 6-0).

Adjourn

President Manderfeld adjourned the meeting at 9:27 a.m.

Respectfully submitted,

Holly Hansen, Community Development Director



Community Development Department
101 14th ST • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555

To: City of Cloquet Economic Development Authority (EDA)
From: Holly Hansen, Community Development Director
Date: May 30, 2025

ITEM DESCRIPTION: EDA Review of Monthly Financial Statements (April 2025)

EDA Requested Action

The EDA is asked to approve the April 2025 EDA financials.

Monthly Review

Attached the EDA members will find the April 2025 cash balances and loans for economic development.

CASH BALANCES

The summary of April 2025 financials **which currently total \$764,750.69** are:

- **Fund 201 (LDO-Loan)/ Fund 201 (LDO-Project/Loan)** there is an **increase** in the fund balance due to loan repayments into Fund 201.
- **Fund 202 (Fed CDBG)** there is an **increase** in the fund balance due to interest allocated into the fund, while there were some legal charges against the fund this month.
- **Fund 203 (ED)** there was a **decrease** in the fund due to the \$149,000 loan issued for JBB Group LLC (Collins Roofing) in late April structured as an FB&T loan participation.
- **Fund 206 (Revolved Phase 3 SCDP loan repayments)** there is an **no change** in fund balance and \$10,000 is being held for CCHS.
- **Fund 207 (Housing Trust Fund)** there is **no change** in fund balance as statewide affordable housing aid (SAHA) payments are received with February and July local government aid (LGA) disbursements to the city from the state.

LOAN STATUS

The total outstanding loan balance for City funds is \$1,538,439.66 (8 business loans) with monthly repayments of \$9,001.85 with one loan deferral and one interest only short term housing loan. The building formerly owned by the City and sold to a developer in 2012 located at 1111 Cloquet Avenue has sold, however the City's loan payment will continue under original ownership until the term is complete in 2027 per the original terms of that deal.



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Policy Objectives

As a standalone EDA, the monthly financial statements must be reviewed and approved by the EDA.

Financial Impacts

None at this time.

Staff Recommendation

Staff recommends that the EDA move to approve the April 2025 EDA financial statements.

Supporting Documentation

- April 2025 Cash Balances; April 2025 Loan Balances

City of Cloquet
Cash Balances
April 2025

		<u>Current Month</u>	<u>Previous Month</u>
201	LDO Loan (EDA) - Loan	\$74,216.93 1	\$71,097.04
201	LDO Loan (EDA) - Project/Loan	\$2,000.00	\$2,000.00
202	Federal CDBG Loan (EDA)	\$333,969.61 2 & 3	\$331,389.61
203	Economic Development Loan (City)	\$207,578.56 4	\$356,978.56
206	Revolving SCDP (EDA)	\$17,365.59	\$17,365.59
207	Housing Trust Fund (City)	<u>\$129,620.00</u>	<u>\$129,620.00</u>
		<u>\$764,750.69</u>	<u>\$908,450.80</u>

206 Commercial Grant Awards:

3 - \$10,000 held for Carlton County Historical Society

Monthly change explanations:

- 1 - Loan repayments
- 2 - Q1 interest allocation
- 3 - Legal fees
- 4 - JBB Group LLC GAP loan

Community Development
Loan Balances
April 2025

Loan	Loan Date	%	Loan Amount	Monthly Payment	Maturity Date	Balance	*Exp. UCC or FF
Fund 201 (EDA LDO Fund)							
Boss Builders LLC	7/1/2024	4.00%	\$ 155,000.00	\$ 516.67	1/1/2026	\$ 155,000.00	***
C&C Holdings LLC	7/24/2024	2.00%	\$ 924,500.00	\$ 6,250.00	7/24/2044	\$ 924,500.00	**
Lagom Restoration LLC	12/21/2023	4.00%	\$ 56,000.00	\$ 186.67	6/25/2025	\$ -	Paid off 2/3/25
Fund 201				\$ 6,953.34		\$ 1,079,500.00	
Fund 202 (EDA CDBG Fund, all loans are repaid into Fund 201 LDO to revolve restrictions once loaned, interest accrues into 202)							
C&C Holdings LLC	7/24/2024	2.00%	\$ 211,500.00	\$ -	7/24/2044	\$ 211,500.00	**
GCL Development Group LLC	6/12/2020	2.25%	\$ 75,000.00	\$ 388.36	7/1/2040	\$ 59,904.00	
North Country Dental LLC	8/3/2020	2.00%	\$ 20,000.00	\$ 390.79	7/1/2025	\$ 1,168.23	7/24/2025
WebMed, LLC	12/11/2020	2.00%	\$ 20,000.00	\$ 391.56	12/15/2025	\$ 3,108.72	12/8/2025
Hieb Properties LLC	8/19/2024	4.00%	\$ 20,434.00	\$ 279.31	8/19/2031	\$ 18,871.27	
Fund 202 into 201				\$ 1,450.02		\$ 294,552.22	
Fund 203 (City)							
CMW Retail Properties	7/1/2012	1.00%	\$ 100,000.00	\$ 598.49	8/1/2027	\$ 15,387.44	
JBB GAP LLC	4/25/2025	4.00%	\$ 149,000.00	TBD	4/25/2045	\$ 149,000.00	****
Fund 203				\$ 598.49		\$ 164,387.44	
Fund 206 (EDA SCDP Fund no current funds from 208 City SCDP)							
Fund 208				\$ -		\$ -	
Total Community Development Loans Outstanding				\$ 9,001.85		\$ 1,538,439.66	

Notes:

* Can re-file continuation within 6 months of expiration.

** 16-month loan deferral through Nov 2025

***Housing rehab/development short term loans making interest only payments with a balloon at the end of the term

****Interest only payments for 12 months through April 2026



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Phone: 218-879-2507 • Fax: 218-879-6555

CLOQUET ECONOMIC DEVELOPMENT AUTHORITY

To: City of Cloquet Economic Development Authority (EDA)
From: Holly Hansen, Community Development Director
Date: May 30, 2025

ITEM DESCRIPTION: Request for Proposals to Develop a two-acre Site into Ownership Housing, Rental Housing, or Office in Cloquet, MN

EDA Requested Action

The EDA is asked to review and approve the release of the Request for Proposals to Develop a two-acre Site into Ownership or Rental Housing or Office in Cloquet, MN located on the corner of Stanley Avenue and 14th Street.

Background

During the 2025 goal setting session and development of the annual work plan of the Cloquet EDA in January, one of the pieces of input from Commissioners and Ex-Officio staff was to continue to make progress on goals by collaborating with private property owners of development sites in the city. With those marching orders, staff has worked across various undiscussed sites across the city since that time and has gained traction with several of them assisting owners with resources and facilitating communication and mediation with multiple landowners to align outcomes. So thank you all for encouraging me to do this work and make progress, I have hopes for many more examples to come tied to these efforts.

Attached is the outcome of collaborative work done since January on this specific site. The two property owners have “done the work” required to privately appraise and determine the value of their properties and work together on the price while partnering with the city on development goals, priorities, and needs. While owners are motivated with the specific interest to sell, the EDA’s motivation for involvement is to guide for city needs and attract a construction project. Attached is a copy of the RFP, you will note the price of the property, timeframe for release and responses, and goals for office and housing as the former Newby lot (Diamond Development & Properties) is deed restricted for retail uses.

Please review the RFP to see if there are edits required. The proposal would be placed on the EDA website on June 9th and emailed/mailed as outreached to developers and due back on July 18th in preparation for feedback for the August Cloquet EDA meeting.



Community Development Department
101 14th ST • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555

Policy Objectives

The EDA is collaborating with private property owners to support and guide development goals in the city and attract a development project to this site. This work is supported by the 2025 Cloquet EDA policy objectives as follows:

Goal #1 - HOUSING

Facilitate the development of ownership and rental housing projects marketing re/development site opportunities and promote programs that help maintain existing ownership and rental housing stock.

Goal #5 – DOWNTOWN REVITALIZATION / BUSINESS SUPPORT / REDEVELOPMENT SUPPORT

Increase the variety of restaurants, retail, office, commercial, mixed-use housing and add attractions such as breweries, to maintain Downtown as a vibrant destination and place of commerce. Have strong local business relationships, awareness of their needs and market Cloquet. Ensure difficult sites that require redevelopment are supported with economic development tools as warranted.

Financial Impacts

None at this time.

Staff Recommendation

Staff recommends approval.

Supporting Documentation

- Stanley Avenue Property Flyer
- RFP to Develop a two-acre Site into Ownership or Rental Housing or Office in Cloquet, MN located on the corner of Stanley Avenue and 14th Street.

Stanley Avenue Development Lot \$395,000

Prime site for Housing / Office Development

Site: this 2-acre site is located on the corner of Stanley Avenue and 14th Street in Cloquet, MN and is comprised of two parcels of land, one vacant and the other occupied by a home site which will require demolition prior to redevelopment. The site is roughly 200' wide and 430' in length and is surrounded by multifamily senior living to the south (three floor height), Walmart and commercial to the west, office to the north, and residential to the east.

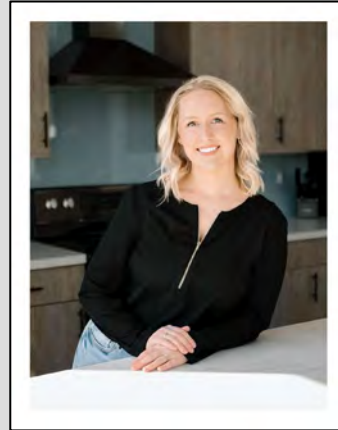
Zoned: Regional Commercial

Development site vision: ownership housing townhomes, office, or multifamily housing (density 40 units, 60' height maximum, conditional use permit concurrent with Site Plan approval and platting process to combine platted and un-platted parcels). Housing demand information is outlined in the Cloquet-Scanlon Housing Study (October 2024)

<https://www.cloquetda.com/home/showpublisheddocument/6549/638733117792400000>

Utilities: city water 1" / sewer 6" stubbed in along Stanley Avenue

Access: Stanley Avenue (city road) and 14th Street (CSAH 3 – county road). The access into the property from 14th Street should be as far back as possible from the intersection using the existing driveway location. Both the city and county engineers should be consulted on access.



Price: \$395,000

Listing Agents: Ron Tondryk, Owner/Agent
ron.tondryk@cbrealty.com (218) 393-3793; and Desi Barkos
des.barkos.cb@gmail.com 218-451-0331

City Development Questions/programs: Holly Hansen
hhansen@cloquetmn.gov (218) 879-2507 x4

Corner of Stanley Avenue and 14th Street – Cloquet, MN 55720



Released for proposals: June 9, 2025
Proposals **due**: by 4 p.m. July 18, 2025

**REQUEST FOR PROPOSALS TO DEVELOP A TWO-ACRE SITE
INTO OWNERSHIP OR RENTAL HOUSING OR OFFICE
IN CLOQUET, MN**

In collaboration with site property owners, the Cloquet Economic Development Authority (EDA) has issued a request for proposals (RFP) for the development of a two-acre site located at the southwest corner of 14th Street and Stanley Avenue. A copy of this proposal document may be obtained from the Cloquet EDA website at www.cloqueteda.com, or at the City of Cloquet - City Hall - 101 14th Street Cloquet, MN 55720, or by contacting Holly Hansen, Community Development Director at (218) 879-2507 x4 or hhansen@cloquetmn.gov. The Cloquet EDA reserves the right to reject any or all proposals or waive any informality in the proposals, this RFP is subject to EDA approval and review by legal counsel.

I. INTRODUCTION

Site Overview

This 2-acre site is located on the southwest corner of Stanley Avenue and 14th Street in Cloquet, MN and is comprised of two parcels of land, one vacant and the other occupied by a home site which will require demolition prior to redevelopment in addition to capping of an onsite well and removal of a septic system. The site is surrounded by multifamily senior living to the south which is three stories in height, Walmart and commercial to the west, office to the north, and residential to the east.

City Vision for the Property

The City is seeking proposals from qualified developers for the development of a two-acre site in Cloquet. The types of development must be consistent with City zoning and could include use for housing or office. In proactively seeking out the highest and best use for the site, development initiatives could include:



1. Gentle Density Ownership Housing

This site lends itself well to a gentle density housing development project offering height opportunities for attached four unit townhomes that are multistory with entries from the sidewalk and parking from behind (see photo example from Blaine, MN along Harpers Street



Townhome development for ownership opportunity, Harpers Landing in Blaine, MN built by D R Horton.

Northeast at 125th Avenue Northeast). Most often Common Interest Community (CIC) plats are a tool for this type of project. The EDA and City understand that ownership housing has been the most difficult form of housing to create in the region, state, and country and is imperative to consider within the city as development sites are limited. Ownership housing allows people to build wealth via ownership and manage their housing costs in a non-rental controlled format. Housing needs and demand are documented in the October 20256 Cloquet-Scanlon Housing Study here:

<https://www.cloqueteda.com/home/showpublisheddocument/6549/638733117792400000>

2. Multifamily Housing

This site also lends itself well for multifamily rental housing with height opportunity being there is a three-story building to the immediate south. Housing needs and demand are documented in the October 20256 Cloquet-Scanlon Housing Study here:

3. Office

This site also lends itself well for office development opportunities.

II. LAND USE INFORMATION

A. Zoning

The site is currently zoned Regional Commercial "RC". This zoning district allows for a myriad of commercial uses and requires a Conditional Use Permit (CUP) for housing uses.

- **Property deed**

The property deed restricts competing retail uses to adjacent Walmart. As such development is guided for housing or office in this RFP.

B. Land Assembly

The site consists of two parcels of land (PINs: 06-667-0140 and 06-510-5860) which together total two-acres in size and roughly measures 200' wide by 430' long. It should be noted that one parcel is platted while the other parcel is unplatted, as such the consolidation of these lots for development will require a plat to combine platted and unplatted parcels.

C. Parking

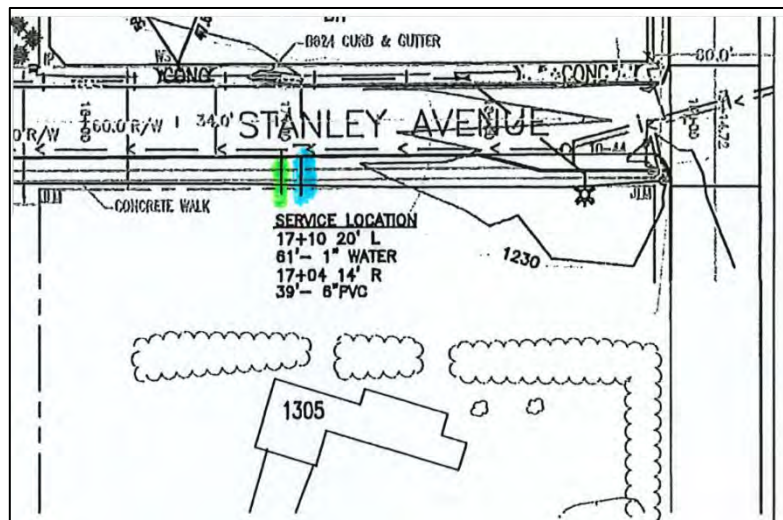
Parking requirements are determined based on the proposed land use/s for the project and are delineated in Chapter 17 of City Code, the Cloquet Zoning Ordinance <https://www.cloquetmn.gov/our-city/city-code> or by consulting City Planner/Zoning Administrator John Kelley at 218-879-2507 x3 jkelly@cloquetmn.gov

D. Access into the Site

County State Aid Highway 3 is called 14th Street within the city limits of Cloquet and is designated as a minor arterial requiring access spacing as far back as possible from the intersection at Stanley Avenue (plan to use existing home driveway and consult county engineering).

E. Utility Information

Water and sewer are stubbed into the site from Stanley Avenue, utilities are not available along 14th Street. The water line is one inch and the sewer is six-inch pvc.



Water and sewer utilities are stubbed into the site from Stanley Avenue.

F. Price

The land is for sale by the property owners (one of whom is a real estate agent) at the price of **\$395,000 for two-acres of land.**

PRICE, DEVELOPER QUALIFICATIONS & CITY ASSISTANCE:

A. Developer Qualifications

The approach by the City is to seek a team that has:

- 1) Expertise and experience with ownership and rental housing projects or office development projects; and
- 2) Are skilled project managers working seamlessly with contractor teams, are versed in dwelling sales, as rental landlords / building management, or can attract and retain quality office tenants and are selective in their commercial build-to-suit or build out approaches matching the right tenants for the spaces available.

Developers are encouraged to consult, or meet with, the City Community Development Department staff to ensure project success. Developers must provide a portfolio of completed operational and successful examples of other past projects, noting commercial and housing development financing tools used to accomplish the project and how these facilities are managed.

B. City Assistance Programs

Development assistance is provided when public benefit is ensured from a project as eligible under state law and as guided by City of Cloquet policies. In the case of housing, affordable home ownership or affordable rental housing is a requirement for eligibility for utilizing tax increment financing as affordability is the public benefit to provide developers assistance.

- Tax Increment Financing (TIF) – Housing District
 - **Ownership Housing** for persons/families at 115% or less than statewide median income (SMI) which for 2025 is \$134,435 – see attached table
 - **Multifamily Rental Housing** 20% of units which must be occupied by individuals / families at 50% of median income or 40% of the units at 60% of the Area Median Income (AMI) – see attached table.
 - **Office** is not eligible for TIF
- State of MN Housing Programs – as eligible and available, developers will work collaboratively with the city to pursue State Workforce Housing or other programs as available

C. Development process

As undeveloped land, this site will follow all standard development processes of the city including by not limited to permits (<https://www.cloquetmn.gov/our-city/permits-licenses/commercial-residential-public-works-utility-zoning>):

- Platting process consult Zoning Administrator John Kelley for procedures, application fee \$300 plus developer plat preparation costs
- Site Plan submission for review by the Planning Commission / approval by City Council \$350; and
- Conditional Use Permit (CUP) for housing in the RC Zoning District \$400; and
- Tax Increment Financing application and Development Agreement <https://www.cloqueteda.com/business-incentives/local> \$15,000
- Grading Permit/Stormwater Permit if disturbing an acre or more of land/erosion control requirements
- Building Permit/s consult Building Official Matt Munter mmunter@cloquetmn.gov 218-879-2507 x2
- Utility connections and meters

III. PROPOSAL

The proposal should consist of a cover page and a concise narrative responding to the questions below, and attachments. The proposal cover and narrative should not exceed 10 pages. However, additional pages will be allowed for the submittal of one-page resumes for each of the development team members, past project example summaries and other required attachments.

Proposal Cover Page (one page):

- ◆ Include Applicant Information – developer name, address, key contact name/title, telephone number, and email address. Include the Federal ID number and Minnesota tax ID number as applicable.

1. Proposal Summary

- ◆ The developer should fully outline the proposed project.

2. Proposal Narrative (up to nine pages, plus attachments, not necessarily in the following order)

- ◆ Background and experience of Proposal Team with similar project development, including resumes (as attachments) for key staff who will be assigned to the project and information on project partners, if any.
- ◆ Concepts for unit sale pricing or proposed monthly rents.
- ◆ Description of construction type and materials.
- ◆ Outline of Sources and Uses of funding for development and construction.
- ◆ Start-up and Operating budgets including how residential sales, rental or office lease payment assumptions are calculated in relationship to the Cloquet market.
- ◆ Predevelopment activities and funding sources, if any.

- ◆ Anticipated approach related to energy and environmental conservation including possible innovations or unique opportunities.
- ◆ Demonstration of financial ability to carry out the project successfully.
- ◆ Description of property management firm and related experience, and description of how property will be maintained long-term.
- ◆ Outline of timeframe for development, including approvals from lenders, City, and other entities.
- ◆ Other factors you wish to elaborate on.

IV. Timeframe

- Request for Proposals issued: June 9, 2025
- Due date for proposals: July 18, 2025

VI. SUBMISSION REQUIREMENTS

General Requirements:

1. Proposals must be submitted with Applicant's Warranties (see attached) in two formats:
 - Hard copy (one full copy); and
 - Electronic submission - compressed pdf via email to hhansen@cloquetmn.gov or a USB flash-drive
2. Proposals must be addressed to:
Holly Hansen
City of Cloquet Community Development Department
101 14th ST
Cloquet, MN 55720
3. Proposals must be received by 4:00 p.m. on July 18, 2025. Extensions of the closing date will not be granted, unless notice of such extension is provided to all prospective responders. It is recommended that proposals be hand delivered.
4. Neither the City nor any other entity is responsible for the expenses that Applicants may incur in preparing and submitting proposals.
5. Copies of all proposals submitted will be considered the property of the City and will be retained by the City and will not be returned to the Applicants.
6. The EDA reserves the right to unilaterally cancel this RFP or to reject in whole or in part, any and all proposals received in response to this RFP. The City further reserves the right to waive any minor informality in any proposals received. The decision as to who shall

receive a contract award, or whether or not an award shall be made as a result of this RFP, shall be at the sole discretion of the City.

VII. EVALUATION PROCEDURES

A. Selection Committee:

Development teams representing the top-ranking proposals may be invited to interview with the developer selection team comprised of representatives of the EDA ensuring there are no conflicts of interest between the selection team and development team.

B. Review of Proposals:

The review committee members will complete an independent review of each proposal. After a composite evaluation for each proposal is completed and ranked, the committee may conduct interviews or seek written or verbal clarification to supplement materials submitted in response to the RFP. The committee will recommend the proposal that offers the best response in relation to the evaluation criteria along with the best ability to successfully develop and implement the project.

C. Evaluation Criteria:

Firms meeting the established criteria will have their proposals evaluated and ranked for selection. The following represent the principal selection criteria which will be considered during the evaluation process:

- ◆ The proposal adheres to the instructions in this request for proposals on preparing and submitting the proposal.
- ◆ Expertise and Experience:
 - ✓ Past experience and performance on completed development projects and management of facilities.
 - ✓ The quality of the development team's professional personnel to be assigned to the development project.
- ◆ Relationship of proposed project to neighborhood.
- ◆ Proposed quality of construction.
- ◆ Financial viability of the development.
- ◆ Long-term capacity for proper maintenance and management (e.g. ownership housing via a CIC Plat with homeowners association, or rental/office management).

D. Oral Presentations:

During the evaluation process, the review committee may, at its discretion, request one or more firms to make oral presentations. Such presentations from the team. Not all firms may be asked to make such oral presentations.

VIII. FURTHER INFORMATION

For further information, please contact:

Holly Hansen, Community Development Director
City of Cloquet
101 14th ST Cloquet, MN 55720
(218) 879-2507 x4 or hhansen@cloquetmn.gov

ATTACHMENTS:

- 1) October 2024 Cloquet-Scanlon Housing Study
<https://www.cloqueteda.com/home/showpublisheddocument/6549/638733117792400000>
- 2) 2025 Income Limits for Housing Ownership and Rental Projects

**CITY OF CLOQUET
APPLICANT'S WARRANTIES**

- A. Applicant warrants that it is willing and able to comply with State of Minnesota laws with respect to foreign (non-state of Minnesota) corporation.
- B Applicant warrants that it is willing and able to obtain Errors and Omissions Insurance, providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees, or agents thereof.
- C. Applicant warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the City of Cloquet.
- D. Applicant warrants that in all work conducted under this contract, it shall be unlawful to discriminate or harass in any manner on the grounds of race, creed, religion, color, sex, sexual orientation, national origin, ancestry, age, disability, marital status, citizenship status, or status with regard to public assistance. (This includes sexual harassment. Sexual harassment is any repeated and/or unwanted sexual attention that a recipient finds objectionable or offensive, regardless of sexual or affectional orientation.) Any charge of harassment or discrimination against the contractor, contractor's employees, subcontractor or subcontractor's employees will result in a thorough investigation and possible termination of this contract. City of Cloquet action is not intended to replace legal recourse for any behavior which violates criminal statutes.
- E. Applicant warrants that all information provided by it in connection with this proposal is true and accurate.

Signature of Official: _____

Name: _____

Title: _____

Firm: _____

Date: _____

2025 MHFA/HUD Income Limits and Maximum Rents

City: Cloquet
County: Carlton

Median Income	100,600	Statewide	116,900
115% of County	115,690	115% of State	134,435

RENT RESTRICTIONS (IF APPLIES)		
Number of Bedrooms	50% of Median Income	60% of Median Income
1-Bedroom	943	1,132
2-Bedroom	1,132	1,359
3-Bedroom	1,308	1,569

INCOME RESTRICTIONS		
Number of Persons	50% of Median Income	60% of Median Income
1-Person	35,250	42,300
2-Persons	40,250	48,300
3-Persons	45,300	54,360
4-Persons	50,300	60,360

Owner Occupied	
100%	116,900
115%	134,435



Todd Hagen, CIPMA

Municipal Advisor

651-697-8508

1-800-552-1171

The two income limit options for rental housing are 20% of the units at 50% of median income or 40% of the units at 60% of median income. There are no rent restrictions for a housing district. For owner-occupied, it is generally no more than 115% of the medium income for 3 or more persons and 100% of that median income for 1 and 2 person households. The median family income is the higher of (1) the area median gross income for the area in which the housing is located (County) and (2) the statewide median gross income (Minnesota).

The income limits for rental apply for the life of the district and the income limits for owner-occupied apply to the first homeowner.



AGENDA INFORMATIONAL UPDATES 5-31-25

COUNTY

- None provided.

CHAMBER

- The **Annual Golf Outing** will be Monday June 9th with lunch at 11am and the event starting at Noon. There will be a cocktail hour then dinner at 6pm. Registration is \$90 for CCC members and \$125 for non-members, for payment contact the Chamber at (218) 879-1551 or chamber@cloquet.com. As of today, the Chamber has 32 teams and registrations are full. **Please help us thank the businesses who support the event! We're also on the search for raffle prizes for the Golf Outing.**
- June 12 – Chamber Chat Luncheon @ **Gordy's**
- July 10 – Chamber Chat Luncheon @ **Sammy's Pizza**

CITY

- **Woods and Water Family Dental** is under construction in the Cloquet Business Park.



- **Collins Roofing and Sheet Metal** is under construction in the Cloquet Business Park.



- **Tractor Supply** is under construction at 1604 Hwy 33 South.



AGENDA INFORMATIONAL UPDATES

5-31-25

- Renovations are underway at **Hotel Solem**, the elevator shaft is being framed out. Chad Scott and Holly Hansen will give a presentation on the construction project on Friday June 6th at the MN Mainstreets Conference in Duluth.



- The **former Tollerud's** building owned by 1LLC is planning exterior and interior building renovations.
- On May 27th **Cloquet Rotary** dedicated a bench in honor of Jim Prusak, former City Engineer for the City of Cloquet who passed away last year.



- Photos below from the Cloquet EDA tour of **316 20th Street** and the **mural dedication in Pinehurst Park** earlier this month.



**CLOQUET AREA
CHAMBER OF
COMMERCE
GOLF OUTING**



**DONATE A
RAFFLE PRIZE!**

Cloquet Area Chamber of Commerce

GOLF OUTING - JUNE 9, 2025

Thank you
MAJOR SPONSOR!



Thank you
EAGLE SPONSORS!



Cloquet Area Chamber of Commerce

GOLF OUTING - JUNE 9, 2025

Thank you

BIRDIE SPONSOR:



HOLE IN ONE SPONSOR: GREAT LAKES INSURANCE

CART SPONSORS: COLD ONE LIQUOR MN ENERGY RESOURCES

Thank you

HOLE SPONSORS:

CARMENS RESTAURANT

COMMUNITY MEMORIAL HOSPITAL

DIAMOND WILLOW KEYSTONE BLUFFS

EDWARD JONES - BRETT LOEB

FARMERS INSURANCE

GREAT LAKES OFFICE SOLUTIONS

J3 INSURANCE

MARSH MCLENNAN AGENCY

NORTH SHORE MORTGAGE

TACO JOHNS





*Jim Prusak
Memorial Bench
Dedication*

*Tuesday
May 27, 2025
12:00 p.m.
Fauley Park*

In Loving Memory of Jim Prusak

Jim Prusak lived a life defined by quiet strength, unwavering integrity, and deep commitment to his community. As Public Works Director, Jim helped to shape the city with vision and care. His hands built our roads, but his heart built our community.

In Rotary, Jim stood as a model of servant leadership – never seeking the spotlight, but always showing up with wisdom, warmth and a willingness to serve. His dedication was constant, his kindness unassuming, and his impact immeasurable.

Jim leaves behind not only a legacy of work well done, but of a life well lived – one that reminds us all to give more, care deeply, and lead humbly.

With deep gratitude, we remember.

Dedication Program

- **Welcome and Introduction – Rich Bruns**
- **Reflections – Ron Hanson**
- **Speak or Share memories of Jim - All**
- **Dedication of Bench – Ron Hanson**
- **Closing Remarks – Rich Bruns**