



**HIBBING ECONOMIC DEVELOPMENT  
AUTHORITY**  
**Reorganizational and Regular Meeting**  
**Tuesday, January 6, 2026**  
**5:00 PM**

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President Shari Majkich Brock  
Vice President Steve Jurenes  
Councilor John Schweiberger  
Councilor Jennifer Hoffman Saccoman  
Mayor Pete Hyduke  
Member Celia Cameron  
Member Mike Egan

City Administrator Greg Pruszinske  
Finance Dir - Treasurer Sheena Mulner  
City Attorney Andy Borland  
Community Dev. Director Betsy Olivanti

Members may participate through remote technology

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**I. CALL TO ORDER:**

**II. ADDS AND DELETES:**

1. Modify: IV.5 and 9
2. Add: VI.4 and X.4

**III. APPROVAL OF THE AGENDA:**

**IV. 2026 OFFICIAL APPOINTMENTS/DESIGNATIONS:**

1. Appoint the President of the 2026 HEDA
2. Appoint the Vice President of the 2026 HEDA
3. Appoint Sheena Mulner as the Treasurer of the 2026 HEDA
4. Appoint Andy Borland of Sellman Borland Simon as Attorney of the 2026 HEDA
5. Appoint the Finance Committee of the 2026 HEDA. Per the HEDA bylaws - The Budget and Finance Committee shall be comprised of the HEDA Executive Director and city's Chief Financial officer, along with up to two other members appointed by the Authority.

Current committee is as follows: Olivanti, Mulner, Hoffman Saccoman, and Majkich Brock

6. Designate the Mesabi Tribune as the official newspaper of the 2026 HEDA
7. Designate the following Depositories for 2026: Park State Bank, US Bank, Wells Fargo Bank, Security State Bank, National Bank of Commerce, 4M Fund, Wells Fargo Advisors, US Bank Investment Services Inc., and Wells Fargo Investment Services
8. Approve the respective depositories designated safekeeping entities

9. Set the Regular Meetings of HEDA for the 1st Tuesday of each month at 5:00 p.m. in the City Hall Council Chamber, with exceptions due to scheduling conflicts:
  - January 6, 2026
  - February 3, 2026
  - March 3, 2026
  - April 14, 2026 – to keep with the council meeting week
  - May 5, 2026
  - June 2, 2026
  - July 14, 2026 – to keep with the council meeting week
  - August 4, 2026
  - September 1, 2026
  - October 6, 2026
  - November 17, 2026– to keep with the council meeting week and avoid general election date
  - December 1, 2026

**V. APPROVAL OF MINUTES:**

1. Approve the Minutes of the Hibbing Economic Development Authority Meeting of December 8, 2025

**VI. CONSENT AGENDA:**

1. Affirm the Economic Development Loan Fund account balance as of December 31, 2025 in the amount of \$1,450,719.59
2. Approve disbursements for the month of December in the amount of \$202,356.75
  1. Fund 250 (HEDA ED/Rev Ln Fd) - \$133,414.10
  2. Fund 255 (HEDA General Fd) - \$21,978.68
  3. Fund 392 (TIF#12 DS Fd) - \$0
  4. Fund 418 (Downtown Capital Prjt Fd) - \$33,500.00
  5. Fund 440 (Tax Abatement Prjt Fd) - \$5,280.67
  6. Fund 422 (Deferred Loan Fund) - \$6,138.00
  7. Fund 610 (HEDA – AMGS) - \$2,045.30
3. Authorize members to attend the Housing & the Future of the Iron Range event from 4 to 6 p.m. Jan. 8, 2026, at the Mineland Reclamation Building in Chisholm.
4. Set the next regular HEDA meeting for February 3, 2026 at 5 p.m. in the Hibbing City Council Chambers.

**VII. PRESENTATIONS:**

1. Request to extend construction deadline - J. Carpenter

**VIII. DEPARTMENT AND COMMITTEE REPORTS:**

1. Community Development Director Betsy Olivanti

- a. Consider J. Carpenter Request
- b. Approve Lease Amendment with AMGS for 1122 E 13th Street
- c. Approve revised HEDA Loan Guidelines

**2. Finance Director-Treasurer Sheena Mulner**

- a. HEDA Loan Balances
- b. Offer Resolution No. 26-01- authorizing applying found money to outstanding obligation of Arrowhead Motorcycle Apparel & Supplies LLC

**3. City Attorney Andy Borland**

**IX. LOAN REQUESTS:**

**X. DISCUSSION ITEMS:**

1. 1111 7th Ave E Purchase Update
2. 400 Block Redevelopment Project Update
3. HRA of Hibbing Local Housing Trust Fund Application
4. E3 Collaboration with Hibbing Chamber of Commerce Project Update

**XI. ADJOURNMENT:**

**THE MINUTES OF THE REGULAR AND WORKSHOP MEETING OF THE  
HIBBING ECONOMIC DEVELOPMENT AUTHORITY  
Dec. 8, 2025**

**Meeting Information:**

- Location: Hibbing City Hall Council Chambers
- Attendees: Present at roll call were President Shari Majkich Brock, Mayor Pete Hyduke, Member John Schweiberger, Member Jennifer Hoffman Saccoman, Member Celia Cameron and Member Mike Egan. Also present were Attorney Andy Borland, Finance Director Sheena Mulner and Community Development Director Betsy Olivanti. Vice President Steve Jurenes and City Administrator Greg Pruszinske were absent.

**CALL TO ORDER:** President Shari Majkich Brock called the meeting to order at 5 p.m.

**Approval of Agenda:**

The agenda for the meeting was approved with a motion by Hyduke and supported by Egan. Motion Carried.

**Approval of Minutes:**

Schweiberger supported by Hoffman Saccoman moved to approve the minutes of the regular meeting of the Hibbing Economic Development Authority of Nov. 10, 2025. Motion carried.

**V. CONSENT AGENDA:**

Hoffman Saccoman supported by Egan moved to approve the consent agenda as read and published. Motion carried.

1. Affirm the Economic Development Loan Fund account balance as of November 30, 2025, in the amount of \$1,401,581.94
2. Approve disbursements for the month of September in the amount of \$1,095,937.05
  1. Fund 250 (HEDA ED/Rev Ln Fd) - \$61,242.93
  2. Fund 255 (HEDA General Fd) - \$76,783.96
  3. Fund 392 (TIF#12 DS Fd) - \$0
  4. Fund 418 (Downtown Capital Prjt Fd) - \$1,995.80
  5. Fund 440 (Tax Abatement Prjt Fd) - \$19,438.25
  6. Fund 422 (Deferred Loan Fund) - \$81,493.73
  7. Fund 610 (HEDA – AMGS) - \$854,982.38

## **VI. PRESENTATIONS:**

### **1. Range Steel Revolving Loan Request – Jeff Halter**

Bought the business in 2016 and have since grown it from 3 to 17-26 employees. In need of three pieces of key equipment: a forklift, welding automation equipment and a CNC lathe. The request is for one-third participation in a package of about \$385,454, or to help with the \$128,000.

### **2. Androy Architectural Review Project Update – Kevin Piron, Widseth**

Piron provided a “conceptual package” / presentation of possible architectural changes, including altering the banquet hall and the ballroom. Changes could include a new bar area, expanded and upgraded kitchen, restrooms to accommodate larger crowds for major events (currently planning for 350 persons capacity) and a lounge area. Additional interior changes could include renewed painted and/or wood finishes, some flooring, and possibly lower ceiling. All would be dictated by historic character of the building and would work with SHPO on details as they carry forward renovations work. Goal would be for a historical feel with modern conveniences and functions. The package is meant to whet the appetite, get people excited, allow for some fundraising, and just kind of get the ball rolling. Confirmed that architects would work with the city’s Heritage Preservation Committee and the Hibbing Historical Society. He estimated that construction would take 6-12 months, once funding was in place. Besty noted that the firm doing the downtown parking study is aware of the intent to increase event capacity in the space and will take that into account in its findings. She said next step is having Widseth talk with Trellis to determine and move forward with a potential funding phase.

## **VII. DEPARTMENT AND COMMITTEE REPORTS:**

### **1. Community Development Director Betsy Olivanti**

- A. Hyduke with the support of Cameron motioned to approve the agreement with Miriam Kero Consulting to write MN Housing - Workforce Grant Application for 400 Block Redevelopment Project or Jefferson Redevelopment Project in the amount of \$3,862.50
- B. Hoffman Saccoman with the support of Schweiberger motioned to approve the agreement with Widseth for the North Hibbing Industrial Park Shovel Ready Site in the amount of \$49,200, half of which will be reimbursed by an IRRR Community Development Partnership Grant.
- C. Hyduke with the support of Cameron motioned to approve the 2026 HEDA meeting schedule as follows:

HEDA Board Regular Meetings occur on the 1st Tuesday of every month, unless there is an exception due to a scheduling conflict. As April's and July's do not line up with a council meeting week, those will be scheduled as listed below.

Regular meetings begin at 5 p.m., unless otherwise posted.

January 6, 2026

February 3, 2026

March 3, 2026

April 14, 2026 – to keep with the council meeting week

May 5, 2026

June 2, 2026

July 14, 2026 – to keep with the council meeting week

August 4, 2026

September 1, 2026

October 6, 2026

November 17, 2026 - due to the general election

December 1, 2026

## 2. Finance Director-Treasurer Sheena Mulner

### A. HEDA Loan Balances:

#### o Loan Statuses:

- Dynamic Garage Door - paid off its loan on Nov. 14<sup>th</sup>
- Moxie - still past due
- AMGS - is interest-only through December and will be starting up principal and interest payments in January
- Arrowhead Motorcycle – COVID loan and regular loan are still behind
- Wicked Apothecary – got in touch with her and is expected to deliver a check tomorrow to get up to speed on loan
- Lees – asked at last meeting to subordinate the loan on 13<sup>th</sup> Ave. E. Instead of subordinating, they went for a new loan and paid off.
- Iron Range Management – total drawn to date is now up to \$80,866.01 and is still being drafted interest only
- Hibbing Heating & Air Conditioning – roof project is complete, both deferred loan and regular revolving loan have been issued
- Mike's Pub – utilities and taxes are now current. Checking to see if jobs requirement has been met. If so, would be eligible for the forgivable first year of her deferral loan.

#### o Fund Balances:

- Fund 250 (Revolving Fund): Has \$952,545.81 available to lend.

- Fund 420 (Storefront Renovation Fund): Has \$218,127.76 to lend
- Deferred Loan Program (Fund 422): The fund is fully depleted and has no balance left to lend.

### 3. City Attorney Andy Borland – no report

## VIII. LOAN REQUESTS:

1. Egan supported by Hyduke motioned to approve the business subsidy agreement with RSF Industries (dba Range Steel Fabricators) to assist with the purchase of new equipment for operations.
2. Hyduke supported by Egan approved RSF Industries Inc. (dba Range Steel Fabricators) Revolving Loan Request in the amount of \$128,5000 with terms as presented.
  - a. Loan Amount: \$128,500 at 3.00% fixed for 10 years.
  - b. Disbursement: Reimbursement or direct vendor payment with invoices.
  - c. Insurance: HEDA listed as additional insured.
  - d. Collateral: Subordinate UCC filing and personal guarantee from owners.
  - e. Payment Method: ACH required.

## IX. DISCUSSION ITEMS:

### 1. 400 Block Redevelopment Project Update

The project is starting this week. Scott Sianek of Dore & Associates is in town reviewing the project space ahead of fencing, scoping out the lay down area in the alleyway, et cetera. As soon as demolition commences, they will put up the fence and block off the alley in between City Hall and the 400 block to maintain the safety perimeter. Met the new project manager, Matt Keppers, from Rebound just late last week, and he was sitting in on the OAC meeting, which is the Owners, Architects, and Construction Managers meeting. Rebound has selected Max Gray as their construction manager at risk for the project.

The pre-development agreement with Rebound runs through Feb. 11, 2026. There might be the potential that we extend that at the January or the February HEDA meeting, because of the timing of the IRRR meeting, which would be for the potential financing for that particular project.

The change order with Doran Associates for 507 E. Howard (former Abel Chiropractic) has been signed. It is now part of the 400 Block overall package and will be moving through as well. In the process of transferring ownership with the county. The county has signed their portion that's required to demolish that completely.

### 2. Jefferson School Redevelopment Project Update

The wetland delineation is done, and the notice of determination has been filed with the state. The TIF report is done and was favorable towards a redevelopment grant and the potential of redeveloping that site for something other than that school, which so far EDA and the city council have chosen as housing. Betsy has another potential developer visiting in December.

### 3. HPNS Relocation Update

Hibbing Parents Nursery School is out of that building except for some cold storage, and the utilities have all been shut off then. A letter from HPNS states they are excited to be in their new space and it's going well. They've been there a month and are planning a ribbon-cutting open house of some sort in the future. City has offered assistance to help with event.

### 4. 1111 7<sup>th</sup> Ave. East Purchase Update

Received a letter from Security State Bank confirming closing is planned for Dec. 22, 2025. The demo grant is not signed yet because extra things are needed. Hopefully that will occur soon. Yoder has posted on Facebook that their showroom is all moved over. They're moving as quickly as they can.

### 5. HEDA Loan Fund Guidelines Revisions

Particular updates are based on the last year of lending. Besty outlined the changes and the rationalizations for each. This document is expected to come back to the board in 2026.

## X. ADJOURNMENT:

There being no further items on the agenda, a motion was made by Egan and supported by Schweiberger to adjourn the meeting at 6:07 p.m. Motion carried.

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President Shari Majkich Brock

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Community Development Dir. Betsy Olivanti

VENDOR SET: 01 City Of Hibbing  
BANK: \* ALL BANKS  
DATE RANGE:12/01/2025 THRU 12/31/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
005776	WFE CANOPY, LLC (STONE BEAM)							
B-CHECK	WFE CANOPY, LLC (STONE BVOIDED)	V	12/15/2025			001976		161,463.95CR
C-CHECK	VOID CHECK	V	12/12/2025			181662		
005776	WFE CANOPY, LLC (STONE BEAM)							
C-CHECK	WFE CANOPY, LLC (STONE BVOIDED)	V	12/12/2025			181720		161,463.95CR

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	3	VOID DEBITS 0.00 VOID CREDITS 322,927.90CR	0.00	322,927.90CR

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			3	322,927.90CR	0.00	0.00
BANK:		TOTALS:	3	322,927.90CR	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
001655	EDAM							
I-CASH-10851	ORGANIZATION MMBERSHIP DUES	R	12/12/2025			181638		
255 46-6500-300	HEDA-PROFESSIONAL FEES	ORGANIZATION MMBERSH		575.00				575.00
005783	HIBBING PARENTS NURSERY SCHOOL							
I-12/4/2025	RELOCATION SEARCH LOG	R	12/12/2025			181655		
255 46-6500-300	HEDA-PROFESSIONAL FEES	RELOCATION SEARCH LO		4,781.07				4,781.07
005733	HOISINGTON KOEGLER GROUP INC.							
I-025-009-9	HBG COMPR PLAN NOV 25	R	12/12/2025			181656		
255 46-6500-300	HEDA-PROFESSIONAL FEES	HBG COMPR PLAN NOV 2		2,045.00				2,045.00
005784	IRON RANGE MAKERSPACE & LARSON							
I-12/08/2025	HEDA DEFERRED LOAN/LARSON ELEV	R	12/12/2025			181664		
422 11910	N/R - IRON RANGE MAKERSPACE	HEDA DEFERRED LOAN/L		6,138.00				
422 22200	DEFERRED REVENUE	HEDA DEFERRED LOAN/L		6,138.00CR				
422 46-6500-430	DEFERRED LOAN EXPENDITURES	HEDA DEFERRED LOAN/L		6,138.00				6,138.00
002965	MIRIAM KERO CONSULTING							
I-HIB24 DEED	GRANT WR/REDEV JEFFER & N HBG	R	12/12/2025			181684		
255 46-6500-490	HEDA-ECO/DEV PROJECTS	GRANT WR/REDEV JEFFE		96.56				
255 46-6500-300	HEDA-PROFESSIONAL FEES	GRANT WR/REDEV JEFFE		289.69				386.25
003828	P & F DEVELOPMENT LLC							
I-2025-2	TAX ABATEMENT 2/P&F DEV 2025	R	12/12/2025			181693		
440 46-6500-433	TAF-P&F DEVELOPMENT SITE IMPROTAX ABATEMENT 2/P&F			5,280.67				5,280.67
004979	SELLMAN BORLAND & SIMON PLLC							
I-NOV 25 HEDA LEGAL	NOV 2025 HEDA LEGAL SVCS	R	12/12/2025			181704		
255 46-6500-300	HEDA-PROFESSIONAL FEES	NOV 2025 HEDA LEGAL		840.00				840.00
000918	VISA - PARK STATE BANK (FORMER							
I-8089 NOV 25	ACCT 8089 NOV 25	R	12/12/2025			181719		
255 46-6500-300	HEDA-PROFESSIONAL FEES	ACCT 8089 NOV 25		39.95				39.95
005615	WIDSETH SMITH NOLTING & ASSOC.							
I-242308	PROF SVCS 12/9/25/JEFFERSON	R	12/12/2025			181721		
255 46-6500-300	HEDA-PROFESSIONAL FEES	PROF SVCS 12/9/25/JE		8,800.00				8,800.00
005713	WSB LLC							
I-R-027955-000-10	DAYCARE/ROW/PROF SVCS 10/31/25	R	12/12/2025			181723		
255 46-6500-300	HEDA-PROFESSIONAL FEES	DAYCARE/ROW/PROF SVC		716.25				716.25

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
001744	BARR ENGINEERING 2							
I-23692840.00-21	AMGS NEW BLDG ELECTRICAL	R	12/23/2025			181730		
610 46-6500-520	BLDG IMPROVEMENTS	AMGS NEW BLDG ELECTR		387.50				387.50
005786	DORE & ASSOCIATES INC.							
I-PAY APP#1 400 DEMO	PAY APP #1/400 BLK DEMO PROJ	R	12/23/2025			181737		
418 46-6500-300	PROFESSIONAL FEES	PAY APP #1/400 BLK D		28,500.00				28,500.00
005546	IRON RANGE MANAGEMENT LLC							
I-12/19/25	HEDA LOAN DRAW #6/1920 4TH AVE	R	12/23/2025			181753		
250 12038	N/R - IRON RG MGMT-1920 4TH AVHEDA LOAN DRAW #6/19			4,914.10				4,914.10
002687	LHB INC							
I-250159.01-1	HOWARD ST BLK 507 DEMO	R	12/23/2025			181760		
418 46-6500-300	PROFESSIONAL FEES	HOWARD ST BLK 507 DE		5,000.00				5,000.00
000206	PUBLIC UTILITIES COMM							
I-11/1/25-11/30/25	11/1/25-11/30/25 UTILITIES PMT	R	12/23/2025			181775		
101 49-9990-380	UNALLOCATED - UTILITIES	11/1/25-11/30/25 UTI		187.59				
612 46-6500-380	UTILITIES	11/1/25-11/30/25 UTI		1,115.51				
610 46-6500-380	UTILITIES	11/1/25-11/30/25 UTI		1,657.80				
101 41-1940-380	PUBLIC UTILITY SERVICES	11/1/25-11/30/25 UTI		4,251.02				
101 42-2210-380	FIRE DEPT-UTILITIES	11/1/25-11/30/25 UTI		2,834.56				
101 42-2211-380	PD ON CALL UTILITIES	11/1/25-11/30/25 UTI		577.25				
101 42-2214-380	EMERG PREPARED-UTILITIES	11/1/25-11/30/25 UTI		142.76				
101 42-2101-380	AN SHLTR - UTILITIES	11/1/25-11/30/25 UTI		511.66				
101 43-3160-380	STREET LIGHTING UTILITIES	11/1/25-11/30/25 UTI		1,934.70				
101 43-3170-380	GARAGE #1- UTILITIES	11/1/25-11/30/25 UTI		8,654.66				
101 45-5150-380	UTILITIES	11/1/25-11/30/25 UTI		33,715.01				
101 49-9010-380	CEMETERY-UTILITIES	11/1/25-11/30/25 UTI		516.47				
211 45-5501-380	LIBRARY-UTILITIES	11/1/25-11/30/25 UTI		4,613.01				
602 43-3259-380	WCS-UTILITIES	11/1/25-11/30/25 UTI		1,140.40				
603 43-3240-380	RECYC CTR-UTILITIES	11/1/25-11/30/25 UTI		72.66				
602 43-3257-380	SWTP-UTILITIES	11/1/25-11/30/25 UTI		4,153.94				
603 43-3230-380	SANITATION-UTILITIES	11/1/25-11/30/25 UTI						
101 45-5101-380	UTILITIES	11/1/25-11/30/25 UTI		2,289.04				
101 45-5250-380	UTILITIES	11/1/25-11/30/25 UTI		274.51				
101 45-5102-380	UTILITIES	11/1/25-11/30/25 UTI		66.91				
101 45-5200-380	UTILITIES	11/1/25-11/30/25 UTI		548.76				69,258.22
005769	TRANSPORTATION COLLABORATIVE & DOWNTOWN HBG PARKING & TRAFFIC	R	12/23/2025			181787		
I-25-220-3	HEDA-ECO/DEV PROJECTS	DOWNTOWN HBG PARKING		3,795.16				3,795.16

VENDOR SET: 01 City Of Hibbing  
 BANK: APBNK US BANK  
 DATE RANGE:12/01/2025 THRU 12/31/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
003452	RSF INDUSTRIES (RANGE STEEL FA							
I-12/30/25	HEDA LOAN/OKUMA LATHE/WELD SYS	R	12/31/2025			181831		
250 12043	N/R - RSF - EQUIPMENT LOAN	HEDA LOAN/OKUMA LATH		128,500.00				128,500.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	17	269,957.17	0.00	269,957.17
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

\*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
101 41-1940-380	PUBLIC UTILITY SERVICES	4,251.02
101 42-2101-380	AN SHLTR - UTILITIES	511.66
101 42-2210-380	FIRE DEPT-UTILITIES	2,834.56
101 42-2211-380	PD ON CALL UTILITIES	577.25
101 42-2214-380	EMERG PREPARED-UTILITIES	142.76
101 43-3160-380	STREET LIGHTING UTILITIES	1,934.70
101 43-3170-380	GARAGE #1- UTILITIES	8,654.66
101 45-5101-380	UTILITIES	2,289.04
101 45-5102-380	UTILITIES	66.91
101 45-5150-380	UTILITIES	33,715.01
101 45-5200-380	UTILITIES	548.76
101 45-5250-380	UTILITIES	274.51
101 49-9010-380	CEMETERY-UTILITIES	516.47
101 49-9990-380	UNALLOCATED - UTILITIES	187.59
	*** FUND TOTAL ***	56,504.90
211 45-5501-380	LIBRARY-UTILITIES	4,613.01
	*** FUND TOTAL ***	4,613.01
250 12038	N/R - IRON RG MGMT-1920 4TH AV	4,914.10
250 12043	N/R - RSF - EQUIPMENT LOAN	128,500.00
	*** FUND TOTAL ***	133,414.10
255 46-6500-300	HEDA-PROFESSIONAL FEES	18,086.96
255 46-6500-490	HEDA-ECO/DEV PROJECTS	3,891.72
	*** FUND TOTAL ***	21,978.68

VENDOR SET: 01 City Of Hibbing

BANK: APBNK US BANK

DATE RANGE:12/01/2025 THRU 12/31/2025

\*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
418 46-6500-300	PROFESSIONAL FEES	33,500.00
	*** FUND TOTAL ***	33,500.00
422 11910	N/R - IRON RANGE MAKERSPACE	6,138.00
422 22200	DEFERRED REVENUE	6,138.00CR
422 46-6500-430	DEFERRED LOAN EXPENDITURES	6,138.00
	*** FUND TOTAL ***	6,138.00
440 46-6500-433	TAF-P&F DEVELOPMENT SITE IMPRO	5,280.67
	*** FUND TOTAL ***	5,280.67
602 43-3257-380	SWTP-UTILITIES	4,153.94
602 43-3259-380	WCS-UTILITIES	1,140.40
	*** FUND TOTAL ***	5,294.34
603 43-3240-380	RECYC CTR-UTILITIES	72.66
	*** FUND TOTAL ***	72.66
610 46-6500-380	UTILITIES	1,657.80
610 46-6500-520	BLDG IMPROVEMENTS	387.50
	*** FUND TOTAL ***	2,045.30
612 46-6500-380	UTILITIES	1,115.51
	*** FUND TOTAL ***	1,115.51

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: APBNK TOTALS:	17	269,957.17	0.00	269,957.17
BANK: APBNK TOTALS:	17	269,957.17	0.00	269,957.17
REPORT TOTALS:	17	269,957.17	0.00	269,957.17

SELECTION CRITERIA

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VENDOR SET: 01-CITY OF HIBBING  
 VENDOR: ALL  
 BANK CODES: Include: APBNK  
 FUNDS: Include: 221, 250, 255, 392, 417, 418, 420, 422, 440, 610

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CHECK SELECTION

CHECK RANGE: 000000 THRU 999999  
 DATE RANGE: 12/01/2025 THRU 12/31/2025  
 CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99  
 INCLUDE ALL VOIDS: YES

-----

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES  
 PRINT G/L: YES  
 UNPOSTED ONLY: NO  
 EXCLUDE UNPOSTED: NO  
 MANUAL ONLY: NO  
 STUB COMMENTS: NO  
 REPORT FOOTER: NO  
 CHECK STATUS: NO  
 PRINT STATUS: \* - All

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# HOUSING AND THE FUTURE OF THE IRON RANGE

How leaders build understanding and support for housing solutions

**January 8 | 4:00–6:00 PM**

Mineland Reclamation Bldg | Chisholm, MN



**REGISTER**



## Housing shapes the future of the Iron Range—our workforce, communities, and ability to thrive.

This interactive narrative change workshop builds practical, values-based messaging skills to elevate housing as a shared regional priority, move undecided audiences toward support, and activate allies to speak clearly and confidently. Participants will practice communication approaches grounded in Iron Range values, history, and economic realities that connect housing to workforce stability, community vitality, and the region's long-term future.

### Who should attend:

- Housing and community development professionals
- City council members and county commissioners
- Local government staff and partners
- Regional and economic development leaders

**REGISTER AT [bit.ly/Housing\\_IronRange](https://bit.ly/Housing_IronRange)**

### In partnership with:

**Iron Range Resources & Rehabilitation (IRRR)  
Range Association of Municipalities and Schools (RAMS)**

John Carpenter Properties LLC  
P O Box 858  
Hibbing, MN 55746

January 2, 2026

Betsy Olivanti  
City of Hibbing  
Hibbing Economic Development

RE: Property at 1000 Greyhound Blvd

I am writing to ask for an extension of my building completion date. I am asking that my completion date be extended to December 31, 2026.

Thank you.

  
John Carpenter



---

**EXCERPT  
OF THE MINUTES OF THE REGULAR MEETING  
OF HIBBING ECONOMIC DEVELOPMENT AUTHORITY  
April 14, 2025**

Request to Amend Resolution 2010-12-1 Regarding Conveyance Of Real Property To Carpenter Brothers Services, Inc. Attorney Borland presented, and the board discussed John Carpenter's parcel, originally obtained from HEDA in 2010, with a development deadline of December 31, 2012, which was missed. John now has a development plan and requests amendment of the original resolution and deed to extend the deadline to the end of 2025 and adjust the minimum building size from 10,000 square feet to 9,960 square feet, reflecting his current building design. The board agreed to amend the resolution and deed, requiring the project to be completed by December 31, 2025, and to accommodate the slightly reduced building size. The motion was made by Mayor Hyduke and supported by Member Egan. Motion carried.



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Betsy Olivanti  
Community Development Director

At a regular meeting of the Board of Commissioners of the HIBBING ECONOMIC DEVELOPMENT AUTHORITY held \_\_\_\_\_, 2026, at 5:00 P.M., in the Hibbing City Council Chambers, \_\_\_\_\_ offered the following Resolution and moved its adoption:

**RESOLUTION NO. 2026-01-\_\_\_\_**

RESOLUTION DENYING EXTENSION OF TIME TO DEVELOP  
PROPERTY AT 1000 GREYHOUND BOULEVARD

WHEREAS, in 2010 the Hibbing Economic Development Authority (hereinafter "HEDA") deeded real property to Carpenter Brothers Services Inc. (hereinafter "Carpenter") which was recorded with the St. Louis County Recorder's Office as Document No. 01151525; and,

WHEREAS, said deed included a reverter that provided that the purchaser (Carpenter) would have until December 31, 2021, to develop the property to its intended use or begin construction of it and if he failed to do so, HEDA could cancel the sale and seek to have the property reverted back to it; and,

WHEREAS, Carpenter sought and was granted an extension in 2025 to develop said property and would have until the end of 2025 to do so; and,

WHEREAS, Carpenter has yet to develop the property and is now seeking an extension of time until the end of 2026 to develop the property; and,

WHEREAS, HEDA believes it has given Carpenter more than substantial time to develop the property (15 years) and does not believe that Mr. Carpenter is entitled to any further time to develop the subject property.

NOW, THEREFORE, BE IT RESOLVED that HEDA hereby denies John Carpenter's request for an extension of time to develop the subject property and hereby authorizes HEDA's attorney to commence action to cancel the sale to John Carpenter and to further seek to obtain title to the subject property.

The motion to adopt the foregoing Resolution was duly supported by \_\_\_\_\_, and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSTAIN:

ABSENT:

Passed and adopted this \_\_\_\_ day of January, 2026.

I CERTIFY THAT the above Resolution was adopted by the Hibbing Economic Development Authority on January \_\_\_\_, 2026.

HIBBING ECONOMIC DEVELOPMENT AUTHORITY

By \_\_\_\_\_  
Shari Majkich Brock  
President

ATTEST:

\_\_\_\_\_

At a regular meeting of the Board of Commissioners of the HIBBING ECONOMIC DEVELOPMENT AUTHORITY held \_\_\_\_\_, 2026, at 5:00 P.M., in the Hibbing City Council Chambers, \_\_\_\_\_ offered the following Resolution and moved its adoption:

**RESOLUTION NO. 2026-01-\_\_\_\_**

RESOLUTION AUTHORIZING EXTENSION OF TIME TO DEVELOP  
PROPERTY AT 1000 GREYHOUND BOULEVARD

WHEREAS, in 2010 the Hibbing Economic Development Authority (hereinafter "HEDA") deeded real property to Carpenter Brothers Services Inc. (hereinafter "Carpenter") which was recorded with the St. Louis County Recorder's Office as Document No. 01151525; and,

WHEREAS, said deed included a reverter that provided that the purchaser (Carpenter) would have 1 year from the date of the sale to develop the property to its intended use or begin construction of it and if he failed to do so, HEDA could cancel the sale and seek to have the property reverted back to it; and,

WHEREAS, Carpenter sought and was granted an extension in 2025 to develop said property and would have until the end of 2025 to do so; and,

WHEREAS, Carpenter has yet to develop the property and is now seeking an extension of time until the end of 2026 to develop the property; and,

WHEREAS, HEDA believes that Carpenter is making a good faith effort to develop the property and believes that it would be in the best interests of the City of Hibbing to allow him to develop the subject property.

NOW, THEREFORE, BE IT RESOLVED that HEDA does hereby grant John Carpenter an extension of time to develop the subject property under the following conditions:

- Carpenter provides proof of financing and a sworn construction statement by March 31, 2026;
- Carpenter commences actual construction before June 30, 2026; and,
- A Certificate of Occupancy is issued on or before December 31, 2026

If Carpenter fails to meet any of the conditions, HEDA shall withdraw its grant of request and shall proceed to commence action to cancel the sale and seek its right of reverter.

The motion to adopt the foregoing Resolution was duly supported by \_\_\_\_\_, and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSTAIN:

ABSENT:

Passed and adopted this \_\_\_\_ day of January, 2026.

I CERTIFY THAT the above Resolution was adopted by the Hibbing Economic Development Authority on January \_\_\_\_, 2026.

HIBBING ECONOMIC DEVELOPMENT AUTHORITY

By \_\_\_\_\_  
Shari Majkich Brock  
President

ATTEST:

\_\_\_\_\_

At a regular meeting of the Board of Commissioners of the HIBBING ECONOMIC DEVELOPMENT AUTHORITY held \_\_\_\_\_, 2026, at 5:00 P.M., in the Hibbing City Council Chambers, \_\_\_\_\_ offered the following Resolution and moved its adoption:

**RESOLUTION NO. 2026-01-\_\_\_\_**

RESOLUTION AUTHORIZING EXTENSION OF TIME TO DEVELOP  
PROPERTY AT 1000 GREYHOUND BOULEVARD

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WHEREAS, said deed included a reverter that provided that the purchaser (Carpenter) would have 1 year from the date of the sale to develop the property to its intended use or begin construction of it and if he failed to do so, HEDA could cancel the sale and seek to have the property reverted back to it; and,

WHEREAS, Carpenter sought and was granted an extension in 2025 to develop said property and would have until the end of 2025 to do so; and,

WHEREAS, Carpenter has yet to develop the property and is now seeking an extension of time until the end of 2026 to develop the property; and,

WHEREAS, HEDA believes that Carpenter is making a good faith effort to develop the property and believes that it would be in the best interests of the City of Hibbing to allow him to develop the subject property.

NOW, THEREFORE, BE IT RESOLVED that HEDA does hereby grant John Carpenter an extension of time to develop the subject property until the end of the calendar year 2026.

The motion to adopt the foregoing Resolution was duly supported by \_\_\_\_\_, and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSTAIN:

ABSENT:

Passed and adopted this \_\_\_\_ day of January, 2026.

I CERTIFY THAT the above Resolution was adopted by the Hibbing Economic Development Authority on January \_\_\_\_, 2026.

HIBBING ECONOMIC DEVELOPMENT AUTHORITY

By \_\_\_\_\_  
Shari Majkich Brock  
President

ATTEST:

\_\_\_\_\_

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**AGREEMENT TO AMEND LEASE,  
DEVELOPMENT AGREEMENT AND  
OPTION TO PURCHASE**

WHEREAS, the Hibbing Economic Development Authority ("HEDA") and Advanced Machine Guarding Solutions Company ("AMGS") entered into a Lease, Development Agreement, and Option to Purchase dated December 5, 2024 ("Agreement") which involves real property located in the City of Hibbing, St. Louis County, Minnesota, legally described as follows:

See Exhibit A attached

which was recorded with the St. Louis County Recorder's Office as Document No. 01505652; and,

WHEREAS, said Lease at Paragraph E.4 contemplated lease payments commencing January 1, 2026; and,

WHEREAS, AMGS is now seeking a deferral of commencing payments for six (6) months so that any lease payments shall not commence until July 1, 2026, as compared to January 1, 2026; and,

WHEREAS, HEDA has agreed to allow AMGS to defer its payments for an additional six (6) months.

NOW, THEREFORE, IT IS HEREBY STIPULATED AND AGREED that Paragraph E.4 of the Agreement is hereby amended to read as follows:

"4. Rent. The initial term of this Lease shall begin on the first day of January, 2026, and end on the 31st day of December, 2035, and shall include three percent (3%) interest. Lessee shall pay a total of \$2,370,290 for the initial term of this Lease, payable as follows:

HEDA - AMGS  
Agreement Amend Lease  
December 23, 2025

The annual lease amount for Year 01/2026 - 12/2026 shall be \$45,065, payable in advance in equal monthly payments of \$7,510.00 due on the first day of July 2026 and on the first day of each month for the succeeding month's rental. (The first six (6) months shall be rent free.)

The annual lease amount for Year 01/2027 - 12/2027 shall be \$144,200 payable in advance in equal monthly payments of \$12,017.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2028 - 12/2028 shall be \$180,250 payable in advance in equal monthly payments of \$15,021.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2029 - 12/2029 shall be \$210,000 payable in advance in equal monthly payments of \$17,500.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2030 - 12/2030 shall be \$252,350 payable in advance in equal monthly payments of \$21,029.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2031 - 12/2031 shall be \$270,0375 payable in advance in equal monthly payments of \$22,531.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2032 - 12/2032 shall be \$288,400 payable in advance in equal monthly payments of \$24,033.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2033 - 12/2033 shall be \$306,425 payable in advance in equal monthly payments of \$25,535.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2034 - 12/2034 shall be \$324,450 payable in advance in equal monthly payments of \$27,037.00 due on the first day of each month for the succeeding month's rental.

The annual lease amount for Year 01/2035 - 12/2035 shall be \$342,475 payable in advance in equal monthly payments of

\$28,540.00 due on the first day of each month for the succeeding month's rental.

If Tenant is able to occupy the facility prior to January 1, 2026, Tenant shall be allowed to do so and shall have no obligation to pay base rent as set forth above nor taxes as set forth herein but shall have an obligation to pay all utilities incurred."

That all other provisions of the Agreement remain in full force and effect.

Dated: \_\_\_\_\_

**LANDLORD: HIBBING ECONOMIC DEVELOPMENT AUTHORITY**

By \_\_\_\_\_

Shari Majkich Brock

Its President

By \_\_\_\_\_

Betsy Olivanti

Its Community Development Director



TENANT:     **ADVANCED MACHINE GUARDING SOLUTIONS COMPANY**

By \_\_\_\_\_  
      Jason L. Wobbema  
Its President

STATE OF MINNESOTA )  
                          ) ss.  
COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me on \_\_\_\_\_  
\_\_\_\_\_ by Jason L. Wobbema, the President of Advanced  
Machine Guarding Solutions Company. a corporation organized and  
existing under the laws of the State of Minnesota, on behalf of the  
corporation.

\_\_\_\_\_  
Notary Public  
My commission expires \_\_\_\_\_

THIS INSTRUMENT WAS DRAFTED BY:  
Andy Borland, #20710X  
Attorney at Law  
SELLMAN BORLAND & SIMON PLLC  
1907 Third Avenue East, Suite 2, PO Box 37  
Hibbing, Minnesota 55746  
Telephone: 218-262-5502  
Fax: 218-263-4060  
Email: attorneys@sellmanborlandsimon.com

## EXHIBIT A

### LEGAL DESCRIPTION

That part of the NW 1/4 of Section 7, Township 57 North, Range 20 West of the Fourth Principal Meridian, in the City of Hibbing, St. Louis County, Minnesota, described as follows:

Commencing at the southeast corner of Government Lot 2 and assuming the south line of said NW 1/4 to bear North 81 degrees 05 minutes 24 seconds West; thence North 04 degrees 32 minutes 04 seconds East along the east line of said Government Lot 2, 303.49 feet to the west right of way of Seventh Avenue East; thence North 09 degrees 44 minutes 15 seconds East along said right-of-way 741.44 feet to the point of beginning of the parcel to be described; thence continue North 09 degrees 44 minutes 15 seconds East along said right of way 500.05 feet; thence North 81 degrees 05 minutes 24 seconds West 500.05 feet; thence South 09 degrees 44 minutes 15 seconds West 500.05 feet; thence South 81 degrees 05 minutes 24 seconds East 500.05 feet to the point of beginning.

EXCEPTING minerals and mineral rights according to prior reservations of record.



# Hibbing Economic Development Authority Loan Program Guidelines

## PROGRAM PURPOSE AND TERMS

The City of Hibbing, through the Hibbing Economic Development Authority (HEDA), maintains a revolving loan fund for the specific purpose of providing below market rate financing to support the following business financing projects:

1. Investment in commercial/industrial building renovations, primarily in the downtown area;
  - Physically enhance or improve the exterior or interior appearance of their structure
  - Improve energy efficiency
  - Conform to all City Codes, including Building Maintenance and Fire Safety/Prevention
  - Provide or enhance Handicap accessibility
  - Invest in our community

All work shall conform to City Code(s) and City Policies for Building Permits and other requirements, including the use of licensed, insured contractors.

2. Provide financial support to start-up businesses, business expansions, business retention and business acquisition projects. Financing will be provided to support the purchase or improvement of commercial/industrial real estate, equipment purchases and working capital. This financing would typically be provided in conjunction with and would be subordinate to the traditional lenders.

This below market rate financing for the above-mentioned project types is to assist eligible Hibbing Businesses to create or retain tax base and jobs in our community. Any loan provided by the HEDA board to a local business that is over \$75,000 but, less than \$150,000 will be declared a business subsidy through a business subsidy agreement between the HEDA board and the borrower. Any loan that is \$150,000 or greater will also require a public hearing on the declared subsidy in addition to the agreement.

## FINANCING POLICIES AND CRITERIA

- LOAN AMOUNTS:  
The maximum amount for this loan program will vary by project and is subject to availability of funds within the program. Loan amounts would typically be 33% or less of total project financing to meet loan leveraging requirements.
- TERM OF LOANS:  
Maximum terms in years:
 

Working Capital	5 years
Equipment	5-10 years, depending on the life of the equipment
Real Estate	10 years

For any combination of the above uses in one loan, the maximum term is negotiable by the HEDA Board.

- INTEREST RATE: Guaranteed and fixed for the term of the loan. Rates are determined based on project risk and economic conditions.



# Hibbing Economic Development Authority

## Loan Program Guidelines

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- **ELIGIBLE BORROWERS:** Owners, tenants, or operators of businesses within the City of Hibbing. As the ultimate beneficiary of improvements, the owner of record shall consent to the work and provide collateral or a personal guarantee for payment. Applicants may be legally organized in any manner permitted by the laws of the State of Minnesota. Loan applicants to be assisted must be a for-profit entity or a non-profit entity that can demonstrate jobs and other economic impact, such as investment in real estate and product or service sales, in the community of Hibbing. Applicants may not apply for more than one loan in a twelve-month period. Repeat applicants' requests will be looked at in aggregate and may require additional information to be considered.
- **INELIGIBLE BORROWERS:** The following types of businesses would normally be ineligible for assistance under the program: speculative real estate, media, casino & sports facility, and any others prohibited by law.
- **ELIGIBLE USE OF LOAN PROCEEDS:**
  - a. land and building acquisition
  - b. land improvements
  - c. new building construction
  - d. building renovation
  - e. machinery purchase/equipment
  - f. inventory purchase

HEDA loan proceeds cannot be used for debt refinancing.

- **EQUITY AND COLLATERAL:** Loan applicants must demonstrate an acceptable level of project equity as determined by the HEDA Board. Typically, new businesses will require more equity than established businesses. Additionally, the HEDA Board may ask start-up businesses or those who are under-collateralized to sign a personal guarantee.

Collateral must be acceptable as determined by the HEDA Board. Loan Fund collateral coverage ratio standard shall be 1.5 to 1. A minimum of 1 to 1 of collateral coverage will be established, however exceptions can be made with HEDA Board approval. Collateral positions will typically be subordinate to private sector lenders.

- **PRIVATE SECTOR LEVERAGE:** The ratio of private sector investment dollars to be leveraged by HEDA Loan Fund will be a minimum of 2 to 1 private to HEDA financing.
- **JOB COST RATIO:** The minimum Job/Cost Ratio will be \$50,000 per job created or retained. These are direct jobs only; part-time jobs should be summed to full-time equivalents and jobs should only be counted as saved when there is sufficient evidence that without the loan they would have been lost. This may be negotiated by the HEDA Board if other economic development factors are met by the project.
- **LOAN CONCENTRATION LIMITS:** Loans to a single borrower and/or its affiliates or to the same industry shall be considered a concentration risk if the loan balances are 10% or more of the loan fund total capitalization. In situations



# Hibbing Economic Development Authority

## Loan Program Guidelines

where a loan request will result in a concentration, more than **10%**, additional loan credit scrutiny will be required.

The HEDA board prefers to be 1/2 or less of the overall lending for the entire project and equal to or less than other lenders participating in the financing of the project. This ensures that the below market rate lending provided by the HEDA board does not compete with local lending institutions and is used for financing funding gaps.

For any combination of sources and uses in a project, the maximum lending amount is negotiable by the HEDA Board and taken up on a project-by-project basis.

- **PERSONAL LIFE INSURANCE CONSIDERATION:**

If the project is dependent upon the efforts and talents of a single owner, or, if the requested loan is deemed substantial and the debt will be subordinated, or if the liquidation value of the collateral is deemed to make it hard for HEDA to collect the remaining balance of the loan, the HEDA Board may require the project to obtain a life insurance policy for the principal amount and name HEDA as the insured.

**Any deviation from these financing policies and criteria can be considered by HEDA as an exception to policy.**

### **LOAN APPROVAL PROCESS**

#### **FULL APPLICATION**

Applicants must submit the complete application and required materials to HEDA. HEDA will administer and process all loans and loan applications. Once a full application has been authorized, the HEDA Executive Director will discuss with the business the full details of the application preparation. The full application includes a list of items and exhibits required of HEDA loan applicants.

**The exhibit checklist of information is as follows:**

- **EXHIBIT 1: History and Description of Business.** The history and description of the business should be one or two pages describing the company, operation and product line, history, principals, market and competition, affiliates, legal structure and employment. Keep this exhibit simple and restrict it to the basics.
- **EXHIBIT 2: Marketing Plan.** Provide a detailed marketing strategy including:
  - a. Target Market
  - b. Competition
  - c. Pricing
  - d. Distribution
  - e. Advertising
  - f. Sales Promotion
- **EXHIBIT 3: Detailed use of Proceeds.** Describe in detail how the total project amount will be used. All funds requested or provided must be shown here. Written cost estimates must accompany this exhibit. Debt refinancing is prohibited.



# Hibbing Economic Development Authority

## Loan Program Guidelines

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- EXHIBIT 4: Impact on Community/Area. Describe how the proposed financing will benefit the community or area in which the business is located. In addition, estimates of annual payroll, local purchases, and other economic impacts should be included here. A complete list of all jobs created and/or retained.
- EXHIBIT 5: Commitment Letters. A firm commitment from the participating bank stating the terms and conditions of its participation, signed by an officer of the bank. Also, commitment letters from all other funding sources must be included. In lieu of this commitment letter, the loan may be approved contingent upon the borrower securing other lending.
- EXHIBIT 6: List of Collateral. A detailed list of all collateral offered, its value, and security position by funding sources.
- EXHIBIT 7: Resumes and Personal Financial Statements. Resumes of all principals and key management personnel as well as current, dated, and signed personal financial statements and income taxes on all principals with significant financial interest in this business for the past three years.
- EXHIBIT 8: Business Financial Statements. Applicant(s) must provide balance sheets and income statements for past three fiscal years. If business has been in existence for less than three years, provide as many as possible.
- EXHIBIT 9: Interim Financial Statements. Applicant must provide a balance sheet and income statements less than 90 days old, as well as a separate detailed list which contains current obligations.
- EXHIBIT 10: Schedule of Business Debts. This list will include original amount and date, present balance owed, interest rate, monthly payments, maturity, and indicate whether the loan is current or delinquent. All obligations must be consistent with interim balance sheet.
- EXHIBIT 11: Projections. All projections will cover a minimum of two complete fiscal years. Two (2) years proforma balance sheets. Two (2) years projected income statements. Two (2) years projected cash flow (monthly and annually).
- EXHIBIT 12: Affiliates. Description of any affiliates or subsidiaries of business or principal(s) requesting assistance, as well as balance sheets and income statements for past two fiscal years on such affiliates or subsidiaries.
- EXHIBIT 13: Appraisals/Proposed Lease/Purchase Options or Agreements. If HEDA is first secured on the real estate, an independent appraisal will be required for any real estate which is a subject of the proposed financing, or which is offered as a major source of collateral to secure the loan. Otherwise, if HEDA is a subordinate lender, the borrower may provide a copy of the lead lender's valuation write-up. Also include copies of existing or proposed lease, purchase options or agreements, or other financial arrangements.
- EXHIBIT 14: Applicant must demonstrate financial need. Applicants for RLF financing must demonstrate that credit is not otherwise available on terms and conditions which would permit completion and/or the successful operation or accomplishment of the project activities to be financed. In this section the applicant must address its financial needs consistent with the above requirement.

### **CREDIT AND FINANCIAL ANALYSIS**

Once the complete full application has been received, HEDA Staff or its Agent conducts a review of the application and prepares a loan write-up summary. This review and write-up may include, but not be limited to, the following areas:



# Hibbing Economic Development Authority

## Loan Program Guidelines

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- Eligibility within the framework of the revolving loan fund plan;
- Overall economic benefits of the proposed project;
- Balance sheet and ratio analysis and determination of adequate capital and equity;
- Analysis of repayment ability;
- Management skill of the applicant;
- Collateral values with supporting appraisal reports;
- Collateral offered and lien position;
- Credit risk of applicant;
- Credit reports on borrower and/or principals;
- Need for any special requirements such as hazard insurance, key man life insurance, personal guarantees, etc.;
- Credit not otherwise available

### **PROCEDURES FOR LOAN APPROVALS**

- The HEDA staff will review the completed application and contact the business to either schedule the HEDA presentation or for additional information.
- The HEDA Staff reviews all completed full applications and prepares a review and loan write up for presentation to the HEDA Finance Committee for review
- The HEDA Finance Committee reviews the application and loan write up and either declines to make the loan or forwards for approval to the full HEDA board at their next meeting
- The HEDA Board reviews the project, HEDA Finance Committee recommendations, etc., and makes a decision on the application. The decision in the form of a financial majority (2/3) vote of Board Members is documented in the Board's meeting minutes.
- HEDA Staff informs the applicant of the decision made by the HEDA Board and will require acknowledgment of approved Loan Commitment Resolution by signing the loan documents within thirty-days of notification that the loan documents are drafted and ready for signature. If the loan documents are not executed or an extension is not approved for an additional thirty (30) days by the HEDA Board, the loan approval is considered rescinded, and the borrower will have to reapply for a new loan.
- Borrowers are responsible for keeping HEDA staff apprised of progress on their project to ensure that loan funds are drawn down at a reasonable rate. A period of no activity for six months or loan funds that remain undrawn for the project after twelve months without an approved extension by the HEDA Board will be considered rescinded and deposited back into the appropriate loan fund for subsequent borrowers.
- If the borrower changes the business name or other pertinent information after the board approval, the borrower may be responsible for additional fees to update the loan documentation.

### **LOAN SERVICING**

#### **REPAYMENT:**

Loan payment and accounting services will be provided by the city of Hibbing's finance department.



# Hibbing Economic Development Authority

## Loan Program Guidelines

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- Borrowers are required to sign up for an automated clearing house (ACH) payment per the loan terms, upon execution of the loan documents.
- If a borrower moves the funded business outside of the city limits of Hibbing before the loan is fully repaid, any outstanding funds will be due in full.
- The finance department will provide payment billings and notices to all loan fund borrowers
- The finance department will provide monthly reporting to the HEDA board of all deployed funds, including delinquent payments by individual loan and amounts (P & I)
  - The monthly record keeping provided to the HEDA board will include itemizing total principal payments and balances, interest payments and balances for each loan in the portfolio.

### MONITORING:

Loan monitoring and servicing will be handled by city of Hibbing's finance department. Staff will take responsibility for monitoring and keeping records on accounts in terms of repayments, collection of ongoing financial information, annual insurance renewals, UCC extensions, and borrower site visits. Further, the finance department will handle all local, state and federal reporting requirements for the loan portfolio.

### LOAN FILES:

Loan files will be maintained by the city's finance department for each approved loan. A Loan Application file and a Loan Closing file will be created, along with a business subsidy agreement if required. The Loan Application file will contain the full application. The Loan Closing file will include all loan closing documents, including but not limited to copies of promissory notes, loan agreements, security agreements, UCC's, mortgages, evidence of insurance, loan commitment resolutions, loan summary (loan write ups), subsidy agreements, and general correspondence.

### LOAN DEFAULTS:

The HEDA policy regarding delinquencies (less than 60 days delinquent) will be firm, yet flexible with provisions for modifying or restructuring the terms of delinquent loans consistent with program objectives and responsible money management. Any modifications to the loan terms and conditions must be requested in writing by the applicant.

Defaults (delinquencies more than 60 days or failing to meet any of the other loan covenants) will be handled on a case-by-case basis. Specific action taken will depend on the nature and circumstances surrounding the default, the amount and availability of collateral involved, and the costs versus the benefits of obtaining and liquidating assets. Any action taken will be handled by HEDA Staff and HEDA attorneys, with necessary approval of the HEDA Board.

When HEDA receives proceeds on a defaulted or written off loans, the loan fund will apply such proceeds in the following order of priority:

- First, towards any costs of collection;
- Second, towards outstanding penalties and fees;
- Third, towards any accrued interest to the extent due and payable; and
- Fourth, towards any outstanding principal balance.



# Hibbing Economic Development Authority Loan Program Guidelines

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Any borrower who defaults on a loan must make reasonable recompense to the HEDA revolving loan fund as determined by the HEDA Board before initiating any additional loan applications for the same or subsequent businesses.

## LOAN WRITE OFFS:

HEDA shall exhaust all remedies available to ensure that the entire debt is collected. Upon final disposition of the loan, if a portion of the loan is deemed uncollectable, it will be written off in accordance with general accounting procedures. Loans with an outstanding balance that have been placed in default and remain outstanding after 180 days will generally be written off. However, collection efforts will continue until determined not to be cost effective or prospects for recovery no longer exist. All write-offs must be directed to the HEDA Board for approval.

**City of Hibbing - HEDA  
Loan Balances  
As Of 1/2/2026**

Fund 250 - Industrial Development Loans										
all HEDA loan payments had been suspended for 6 mos. From 4-1-2020 to 9-30-2020 due to COVID										
Borrower	Status	ACH?	Balance	Orig. Loan Amount	Pmt. Amt.	Int. Rate	Loan Date	End Date	Term (# Mo.)	
250-11955 Rock 'N' Rollers Salon LLC	judgement sent to collections - last payment rec'd 12/8/25	Y	17,272.89	Up to \$25,000		285.82	3.50%	10/1/2015	1/1/2028	refinanced Jan. 2020
250-11957 Rich & Sherri Lees/former Houghton Bldg	up to date	Y	8,504.60	100,000.00		1,085.27	5.50%	2/19/2016	8/19/2026	60 end date shown inc. moratorium
250-11973 RMB Environmental	up to date	Y	115,338.68	250,000.00		2,989.51	3.50%	3/8/2019	3/8/2029	2 Yr I/O + 8 Yr P&I
250-11974 Moxie	Past due for January 2025 - January 2026 - Waiting on process server	Y	1,942.27	10,000.00		184.17	4.00%	3/25/2019	3/25/2025	1 yr I/O + 5 Yr P&I
250-11977 Iron Range Plumbing	up to date	N	22,419.83	50,000.00		503.23	4.00%	7/1/2019	7/1/2029	10 YRS
250-11980 Range Steel Fabricators	up to date	Y	38,830.35	81,900.00		829.20	4.00%	10/8/2019	10/8/2029	10 YRS
250-11987 Advanced Machine Guarding Solutions	Interest only ended - Principal and interest payments start 1/1/26	Y	217,104.16	250,000.00		2,414.02	3.00%	12/4/2020	12/4/2030	2 YRS I/O + 8 YRS
250-11989 Howard Court Salon Covid Loan	up to date	Y	900.00	9,000.00		150.00	0.00%	12/23/2020	7/1/2026	I/O Extended to December 2023
250-11990 A-1 Refrig. Covid Loan	up to date	Y	3,999.82	40,000.00		666.67	0.00%	12/23/2020	7/1/2026	5 YRS no pymnt 1st 6 mos.
250-11991 Lees Rentals Covid Loan	up to date	Y	3,999.82	40,000.00		666.67	0.00%	12/23/2020	7/1/2026	5 YRS no pymnt 1st 6 mos.
250-11992 Mesaba Animal Hospital Covid Loan	up to date	Y	3,999.82	40,000.00		666.67	0.00%	12/23/2020	7/1/2026	5 YRS no pymnt 1st 6 mos.
250-11993 Kitzville Body Covid Loan	up to date	Y	3,999.82	40,000.00		666.67	0.00%	12/23/2020	7/1/2026	5 YRS no pymnt 1st 6 mos.
250-11994 Elks Lodge Covid Loan	up to date	Y	1,166.49	10,000.00		166.67	0.00%	2/2/2021	8/2/2026	5 YRS no pymnt 1st 6 mos.
250-11995 Arrowhead Motorcycle Covid Loan	Past Due for October 2024 - January 2026 - \$4,250 was applied from inventory sale	Y	5,333.21	25,000.00		416.67	0.00%	2/1/2021	8/1/2026	5 YRS no pymnt 1st 6 mos.
250-11998 Lees 1818 E 3rd Old Range Cable	up to date	Y	2,220.55	40,000.00		745.72	4.50%	4/8/2021	4/8/2026	5 YRS
250-11999 Lees 1809 E 3rd Hibbing Glass	up to date	Y	2,220.55	40,000.00		745.72	4.50%	4/8/2021	4/8/2026	5 YRS
250-12000 Tromco Electric, Inc. Covid Loan	up to date	Y	5,999.83	40,000.00		666.67	0.00%	4/7/2021	10/1/2026	5 YRS no pymnt 1st 6 mos.
250-12001 No Star Dental	up to date	Y	5,999.83	40,000.00		666.67	0.00%	4/14/2021	10/1/2026	5 YRS no pymnt 1st 6 mos.
250-12002 Eye Clinic North Covid Loan	up to date	Y	7,999.84	40,000.00		666.67	0.00%	7/8/2021	1/1/2027	5 YRS no pymnt 1st 6 mos.
250-12004 Arrowhead Motorcycle Covid Loan	Past due for December 2024 - January 2026 - inventory updates?	Y	5,750.00	15,000.00		250.00	0.00%	4/7/2021	10/1/2026	5 YRS no pymnt 1st 6 mos.
250-12005 Moxie Covid Loan	Past due for January 2025 - January 2026- Waiting on process server	Y	14,571.24	40,000.00		666.67	0.00%	4/23/2021	10/1/2026	5 YRS no pymnt 1st 6 mos.
250-12006 Blue Moon Covid Loan	up to date	Y	5,999.83	40,000.00		666.67	0.00%	4/22/2021	10/1/2026	5 YRS no pymnt 1st 6 mos.
250-12008 Tromco Equipment Loan	up to date	Y	33,706.28	up to 50,000.00		564.04	2.00%	4/23/2021	4/23/2031	I/O for 2 yrs, then amort. 8 yrs.
250-12009 Sammy's COVID Loan	up to date	Y	7,333.17	40,000.00		666.67	0.00%	6/9/2021	12/1/2026	5 YRS no pymnt 1st 6 mos.
250-12010 Eye Clinic North	up to date	Y	215,983.27	250,000.00	\$416.67/\$2820.22 (begin 12/1/24)		2.00%	10/17/2022	11/1/2032	I/O for 2 yrs, then amort. 8 yrs.
250-12011 Hibbing Fabricators COVID Loan	up to date	Y	7,999.84	40,000.00		666.67	0.00%	7/26/2021	1/1/2027	5 YRS no pymnt 1st 6 mos.
250-12012 Bach Yen COVID Loan	up to date	Y	7,999.84	40,000.00		666.67	0.00%	7/23/2021	1/1/2027	5 YRS no pymnt 1st 6 mos.
250-12014 Benders COVID Loan	up to date	Y	9,999.85	40,000.00		666.67	0.00%	10/29/2021	4/1/2027	5 YRS no pymnt 1st 6 mos.
250-12017 MCKB Properties LLC	up to date	Y	12,422.43	40,000.00		701.11	2.00%	3/17/2022	4/30/2027	5 YRS
250-12018 Rudi's Pizza	up to date	Y	10,403.54	50,000.00		876.39	2.00%	12/8/2021	1/1/2027	5 YRS
250-12019 Wicked Apothecary COVID Loan	Drafted for October 2025 - January 2026. Stacy stated in early December there was money in the account.	Y	5,700.00	18,000.00		300.00	0.00%	2/15/2022	8/1/2027	5 YRS no pymnt 1st 6 mos.
250-12023 Iron Range Makerspace	up to date	Y	88,511.30	122,000.00	\$305.00/\$1,290.39		3.00%	10/14/2022	11/1/2032	I/O for 1 yr, then amort. 9 yrs
250-12024 Freebs Fitness	up to date - Asked to be drafted extra \$171.15 in principal starting 9/2024	Y	36,626.51	50,000.00	\$125.00/\$528.85		3.00%	11/28/2022	12/1/2032	I/O for 1 yr, then amort. 9 yrs
250-12025 Mike's Pub (Brianna Clemons)	up to date	Y	37,319.38	50,000.00		482.80	3.00%	2/6/2023	3/1/2033	10 YRS
250-12026 Lees - 3923 First Avenue	up to date	Y	30,785.58	40,000.00		386.24	3.00%	5/15/2023	6/1/2033	10 YRS
250-12028 Winchester LLC	up to date	Y	40,622.56	50,000.00		504.61	3.00%			I/O for 6 mos; then amort. 9.5 yrs
250-12030 Iron Range Management LLC	up to date	Y	138,202.39	149,000.00		1,438.76	3.00%	7/26/2023	8/1/2033	10 YRS
250-12031 Elevate Skin & Laser LLC (Stacy Tardy)	up to date	Y	38,768.06	47,500.00	\$118.75/\$472.23		3.00%	9/14/2023	9/1/2033	10 YRS
250-12032 LBR Assets, LLC (The Iron House)	up to date	Y	85,241.83	100,000.00	\$250/\$1,009.21		3.00%	9/15/2023	9/1/2033	10 YRS
250-12033 Iron Range Restaurants, LLC	up to date	Y	120,707.20	126,000.00	\$893.91		3.00%			15 YRS
250-12034 Red Rock Hotel	up to date	Y	463,288.17	500,000.00	\$5,288.47		3.00%	4/4/2024	4/1/2034	I/O for 1 year; then amort. 9 yrs
250-12035 Heartwood Center	up to date	Y	70,320.23	75,000.00	\$554.77		4.00%	11/3/2024	10/3/2039	15 YRS
250-12036 BGM, LLC (Mike's Pub)	up to date	Y	42,614.85	50,000.00	\$504.61		3.00%			I/O for 6 mos; then amort. 9.5 yrs
250-12037 Rich & Sherri Lees (Depot)	up to date	Y	62,871.86	70,000.00	\$675.93		3.00%	12/1/2024	11/1/2034	10 YRS
250-12038 Iron Range Management LLC	Loan draw of \$4,914.10. Total drawn to date is \$85,780.11 - drafted for interest only	Y	85,780.11	144,373.80	\$1,457.04		3.00%	7/1/2025	6/1/2035	I/O for 6 mos; then amort. 9.5 yrs
250-12039 Iron Range Management LLC	loan documents signed - drawing on other loan first	Y		58,900.00	\$147.25/\$622.98		3.00%	9/8/2025	9/1/2035	I/O for 12 months; then amort. 9 yrs
250-12040 Hibbing Heating & A/C	Drafted for interest only	Y	45,191.48	45,191.48	\$112.98/\$456.08		3.00%	10/23/2025	10/1/2035	I/O for 6 months; then amort. 9.5 yrs
250-12041 Yoder Building Supplies	loan documents signed	Y		250,000.00			3.00%			
250-12042 Bulanja Investments		Y		40,919.00			3.00%			
250-12043 Range Steel Fabricators	Draw of \$128,500 - will be drafted in February	Y	128,500.00	128,500.00			3.00%			
			2,193,973.16							

Fund 420 - Storefront										
Borrower	Status	Balance	Orig. Loan Amount	Pmt. Amt.	Int. Rate	Loan Date	End Date	Term (# Mo.)		
420-11981 Rich & Sherri Lees - 101 E HOWARD (BLUE MOON)	up to date	18,129.77	80,000.00	868.21	5.50%	01/04/17-1/12/17	1/12/2022	60		
		18,129.77								

Fund 422 - Deferred Loan Program										
Borrower	Status	Balance	Orig. Loan Amount	Pmt. Amt.	Int. Rate	Loan Date	End Date	Term (# Mo.)		
422-11901 Winchester LLC	1/5 Forgiven - met requirements for job creation/retention	36,000.00	45,000.00		0.00%	11/16/2023	11/16/2028	60		
422-11902 BGM, LLC (Mike's Pub)	1/5 Forgiven - met requirements for job creation/retention	20,800.00	28,000.00		0.00%	11/21/2023	11/21/2028	60		
422-11903 TRM, Inc. (DBA Sammy's)	1/5 Forgiven - met requirements for job creation/retention	60,000.00	75,000.00		0.00%	1/23/2024	1/23/2029	60		
422-11904 Benders	1/5 Forgiven - met requirements for job creation/retention	24,000.00	30,000.00		0.00%	4/22/2024	4/22/2029	60		
422-11905 Rudi's Pizza	1/5 Forgiven - met requirements for job creation/retention	32,000.00	40,000.00		0.00%	9/13/2024	9/13/2029	60		
422-11906 Rich & Sherri Lees - Andrew Mason Lees Bldg	fully drawn	75,000.00	75,000.00		0.00%	10/21/2024	10/21/2029	60		
422-11907 Sunrise Bakery	fully drawn	75,000.00	75,000.00		0.00%	2/14/2025	2/14/2030	60		
422-11908 Boomtown Brewery	fully drawn	100,000.00	100,000.00		0.00%			60		
422-11909 Howard Court Properties LLC	fully drawn	61,429.20	61,429.20		0.00%	7/14/2025	7/14/2030	60		
422-11910 Iron Range Makerspace	fully drawn	6,138.00	6,138.00		0.00%	10/24/2025	10/24/2030	60		
422-11911 Hibbing Heating & Air Conditioning	fully drawn	45,191.48	45,191.48		0.00%	10/23/2025	10/23/2030	60		
422-11912 Lees - 1907 E 3rd Av	fully drawn	36,302.25	36,302.25		0.00%	11/7/2025	11/7/2030	60		
		571,860.93	515,060.93							
(A) Sum of Rich Lees loans		203,732.73								
Life Insurance contract	\$	275,000.00								
Outstanding loan balances	\$	(203,732.73)								
Excess (Deficiency) in Life Ins.	\$	71,267.27								
(A) Sum of Jacob Hanson's loans		344,689.70								
Life Insurance contract	\$	468,883.06								
Outstanding loan balances	\$	(344,689.70)								
Excess (Deficiency) in Life Ins.	\$	124,193.36								
(A) Sum of Sravan Bodanapu's loans		463,288.17								
Life Insurance contract	\$	500,000.00								
Outstanding loan balances	\$	(463,288.17)								
Excess (Deficiency) in Life Ins.	\$	36,711.83								

Fund 250 - HEDA economic dev/revolving fund										
Cash	\$	1,237,609.02								
Committed (Iron Range Mgmt)	\$	58,593.19								
Committed (Iron Range Mgmt)	\$	58,900.00								
Committed (Yoder)	\$	250,000.00								
Committed (Bulanja Investments)	\$	40,919.00								
Available to lend	\$	829,196.83								

Fund 420 - HEDA Storefront Reno Fund										
Cash	\$	218,988.97								
Committed (None)	\$									
Available to lend	\$	218,988.97								

Fund 422 (Deferred loan program)										
Cash	\$									
Committed (IRM)	\$									
Committed (Hibbing Heating & A/C)	\$									
Committed (Lees - 1907 E 3rd Av)	\$									
Available to lend	\$									

At a regular meeting of the Board of Commissioners of the HIBBING ECONOMIC DEVELOPMENT AUTHORITY held Tuesday, January 6, 2026, at 5:00 p.m., \_\_\_\_\_ offered the following Resolution and moved its adoption:

**RESOLUTION No. 2026-01-\_\_\_\_\_**

RESOLUTION AUTHORIZING APPLYING  
FOUND MONEY TO OUTSTANDING OBLIGATION OF  
ARROWHEAD MOTORCYCLE APPAREL & SUPPLIES LLC

WHEREAS, Arrowhead Motorcycle Apparel & Supplies LLC (hereinafter "Arrowhead") has fallen delinquent on two loans to the Hibbing Economic Development Authority (hereinafter "HEDA") with outstanding balances of \$9,583.21 and \$5,750.00, respectively; and,

WHEREAS, HEDA has commenced action against Arrowhead in Court File No. 69HI-CV-25-1262 to collect on said funds; and,

WHEREAS, HEDA became the owner of the premises where Arrowhead operated its business; and,

WHEREAS, Arrowhead abandoned said premises leaving personal property behind; and,

WHEREAS, HEDA located cash in the amount of \$230.66 that was left on the premises by Arrowhead; and,

WHEREAS, HEDA would like to keep the cash and apply it against Arrowhead's outstanding obligation to HEDA.

NOW, THEREFORE, IT IS HEREBY RESOLVED that HEDA shall keep the \$230.66 found on the premises previously held by Arrowhead and shall apply said funds against the outstanding balance Arrowhead has to HEDA.

The motion to adopt the foregoing Resolution was duly supported by \_\_\_\_\_, and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSTAINING:

ABSENT:

Adopted and passed this 6th day of January, 2026.

HIBBING ECONOMIC DEVELOPMENT AUTHORITY

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President Shari Majkich Brock

ATTEST:

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**CERTIFICATION**

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution adopted and passed by the Hibbing Economic Development Authority at its regular meeting held Tuesday, January 6, 2026.

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Candie Seppala  
Senior Executive Assistant

HEDA Resolution 2026-01-\_\_\_\_  
January 6, 2026





## MEMORANDUM

PROJECT: Iron Exchange at 400 – Hibbing, MN

PROJECT NO: 2540 DATE: January 5, 2026

TO: Betsy Olivanti – City of Hibbing

FROM: Melissa Graftaas – Architecture Advantage

SUBJECT: Project Update – January HEDA Meeting

COPIES TO: Rebound Partners, Max Gray Construction, Northland Consulting Engineers

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### PROJECT TEAM

#### Development Team:

Rebound Partners

- Mike Kappers – Lead Project Manager
- Jeff Draxten

#### Design Team:

Architecture Advantage (Architecture & Interior Design Firm)

- Melissa Graftaas – Principal
- Shane Nies – Project Manager
- Tom Rzatkowski – Senior Technician

Northland Consulting Engineers (Civil and Structural Engineer Firm)

- Adam Zwak – Civil Engineer
- Tom Rines – Structural Engineer

#### Construction Manager as Constructor - CMAC:

Max Gray Construction

- Jim Abrahamson – Preconstruction Manager
- Morgan Seopa – Project Manager

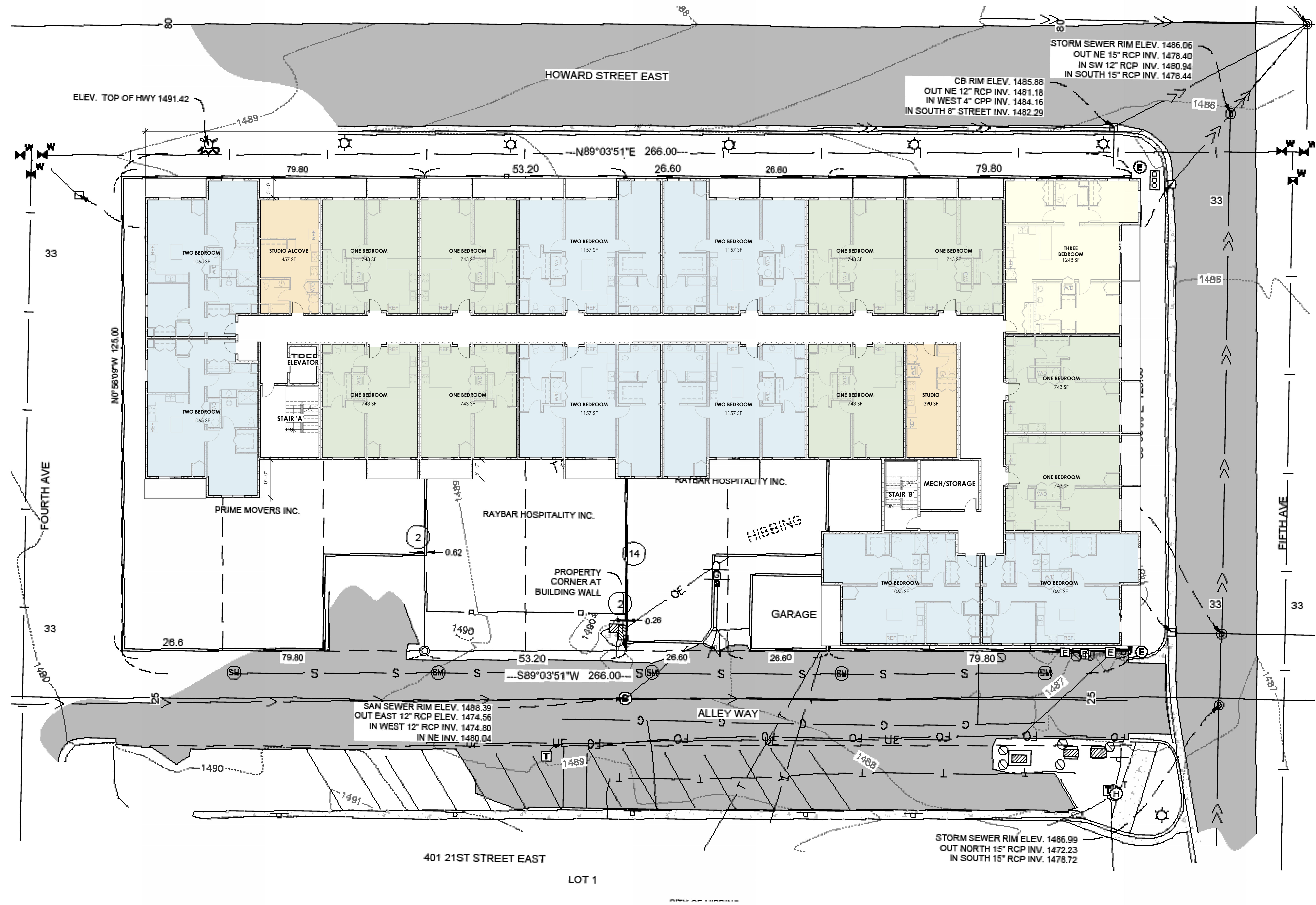
### DESIGN ITEMS

- Updated unit count and schematic layouts
  - Levels:
    - Level 0 – Underground Parking Garage
    - Level 1 – Commercial Storefront & Apt Amenities
    - Level 2 – Apartment Units
    - Level 3 – Apartment Units
    - Level 4 – Apartment Units
  - Unit Mix:
    - Studios – 6
    - One Bedroom – 27
    - Two Bedroom – 25
    - Three Bedroom – 2
    - **TOTAL – 60 Units**

- Targeting for schematic planning heights of 16' floor to floor on parking and street level and 12' floor to floor on upper unit levels (9' finish ceiling height in units). This will be refined as design progresses and structural members are sized accordingly.
- Coordinating preliminary design and review of structural and civil engineering as we develop plans and narratives for January deliverables.
- Coordinating parking needs with the ongoing study being done by Lance Bernard at Transportation Collaborative.
- Working on building massing and exterior façade design to respect the downtown Hibbing architectural character.
- Working on parking garage layout and street level layout.
- Working towards various deliverables outlined by Betsy to be sent to her by January 14<sup>th</sup> and January 30<sup>th</sup> for review with the overall goal to have the project presented at the March IRRRB meeting.

ATTACHMENTS:

- **2026.01.05-2540Hibbing400Block-SiteDiagram.pdf**  
Proposed floor plan overlaid on existing survey – architectural site plan to be provided on January 14<sup>th</sup>.
- **2025.12.24-2540IronExchange-TypicalFloorPlan.pdf**  
Typical apartment level floor plan.



STORM SEWER RIM ELEV. 1486.06  
 OUT NE 15° RCP INV. 1478.40  
 IN SW 12° RCP INV. 1480.94  
 IN SOUTH 15° RCP INV. 1478.44

CB RIM ELEV. 1485.88  
 OUT NE 12° RCP INV. 1481.18  
 IN WEST 4° CPP INV. 1484.16  
 IN SOUTH 6° STREET INV. 1482.29

SAN SEWER RIM ELEV. 1486.39  
 OUT EAST 12° RCP ELEV. 1474.56  
 IN WEST 12° RCP INV. 1474.80  
 IN NE INV. 1480.04

STORM SEWER RIM ELEV. 1486.99  
 OUT NORTH 15° RCP INV. 1472.23  
 IN SOUTH 15° RCP INV. 1478.72

1 LEVEL 02 FLOOR PLAN - WORKING W/SITE UNDERLAY  
 SD-SITE 1" = 10'-0"

SHEET TITLE: SCHEMATIC - SITE PLAN  
 Scale: 1" = 10'-0"  
 This sheet may be reproduced in any form without the written permission of the architect.

**Iron Exchange at 400**  
 400 Block of Howard St., Hibbing, MN 55746  
 PROJECT NO.: 2540  
 DRAWN BY: TJR  
 CHECKED BY: MMG

PRELIMINARY  
 NOT FOR CONSTRUCTION

PRINT DATE: 01.05.2026

ISSUED FOR:

NO.	DATE	DESCRIPTION

SHEET NO.: **SD-SITE**



1 LEVEL 02 FLOOR PLAN - WORKING  
SD-02 1/8" = 1'-0"

SHEET TITLE:  
SCHEMATIC-  
LEVEL 02  
0 1" 2"  
The sheet may be reproduced only  
with the express written consent of  
the architect.

**Iron Exchange at 400**  
400 Block of Howard St., Hibbing, MN 55746  
PROJECT NO: 2540  
DRAWN BY: TJR  
CHECKED BY: MMG

**PRELIMINARY**  
NOT FOR CONSTRUCTION

PRINT DATE	
12.24.2025	
ISSUED FOR:	
NO.	DESCRIPTION

SHEET NO.  
**SD-02**



# Hibbing Economic Development Authority Local Housing Trust Fund Process and Policy Guidelines

## **Program Purpose**

The City of Hibbing, through the Hibbing Economic Development Authority (HEDA), instituted a local housing trust fund (LHTF) through Ordinance No. 440, Chapter 18, for the specific purpose of creating a permanent source of funding and a continually renewable source of revenue to meet, in part, the housing needs of Moderate, Low Income and Very Low-Income households of the City. The Housing Trust Fund shall provide loans and grants to property owners, homeowners, local housing authorities, for-profit housing developers, and non-profit housing developers for the following purposes: (1) acquisition, capital and soft costs necessary for the creation of new Affordable and Workforce Housing (both rental and owner-occupied), (2) acquisition, rehabilitation, capital and soft costs necessary for the preservation of existing Affordable and Workforce Housing; (3) acquisition, capital and soft costs necessary for the creation of new Mixed Income Housing (both rental and owner-occupied); (4) the rehabilitation of the existing housing stock; and (5) other housing expenditures that are consistent with Minnesota Statutes, Section 462C.16 Subd. (3).

## **Uses of the Local Housing Trust Fund**

There are currently three HEDA approved entities who may apply to the LHTF. They are:

1. Housing and Redevelopment Authority of Hibbing (HRA)
2. Arrowhead Economic Opportunity Agency (AEOA)
3. North St. Louis County Habitat for Humanity (NSLCHFH)

These entities will use the funds as described below.

The HRA will use the funds as outlined primarily in Purpose 1,2 and 3, with the option to include Purposes 4 & 5 with HEDA approval. Funds will be used in the acquisition, capital and soft costs necessary for: 1) Creation of Affordable and Workforce Housing, 2) Preservation of existing affordable housing and workforce housing and 3) Creation of new mixed income housing in keeping with the HRA's strategic plan and operating guidelines.

AEOA will request funds to administer their *Owner-Occupied Repair/Rehab Program* to provide grant and loan funds for emergency repairs, home energy improvements and sewer lateral repair/replacement. Applicant must own and occupy property for at least 6 months to be eligible - 6-month requirement may be waived for Buyer purchasing a home in need of sewer lateral repair/replacement. *Grant funds* available for emergency repairs to restore heat, water, electricity or remedy a situation that compromises health/safety. *Loan funds* available for home energy improvements and sewer lateral repair/replacement. Eligible home energy improvements include windows, doors, furnaces and ductwork, water heaters, wall and ceiling insulation, roofing. Loans are deferred with no monthly payment, 0% interest, 5-year term, secured by a mortgage lien and forgivable. Repayment of the loan is required if property is sold, transferred or no longer occupied by the Borrower during the 5-year term.



# Hibbing Economic Development Authority Local Housing Trust Fund Process and Policy Guidelines

North St. Louis County Habitat for Humanity will use the funds as outlined in Purpose 1 and 2. Funds will be used in the acquisition, capital and soft costs necessary for the creation of new affordable single-family housing and in the rehabilitation of existing single-family homes. Uses of funding include the acquisition of land, the acquisition of rehab properties, providing infrastructure (sewer, water, gas, and land preparation), purchasing building materials and hiring trades work for the purpose of creating new and rehabilitated single-family homes in the City of Hibbing.

## **Method of Application**

The three entities and the programs mentioned above have been vetted and approved by HEDA at the outset of this program. Annually, at the time the HEDA Board declares priorities and funding amounts for each budget year, the HEDA Board will also review each organization and the programs to ensure that they remain in keeping with the intent and purpose of this fund.

Once the amount of funding has been determined and approved for each organization, each will have the opportunity to come forth with their request for funding. If each organization remains in good standing with the HEDA Board and their respective monitoring agencies, the funding requests will be reviewed and approved by the HEDA Board.

The application is contained in Appendix A of this document.

## **Funding Sources – Current and Future**

The LHTF is seeded by initial funding from the HEDA levy in the amount of \$150,000. Additionally, the city of Hibbing's allocation of local area housing funding will be deposited in this fund each year to be available for the purposes and uses described in this policy. Additionally, the city council and HEDA Board may deposit funds into this fund or allocate a portion of the HEDA or HRA levy as needed by upcoming projects. The exact amount of funding may vary by year. In 2024 we will also be eligible to compete for a one-time match from the State in the amount of \$150,000. Finally, local businesses, organizations, or individuals are encouraged to donate into this fund for its stated purpose in the city of Hibbing.

## **Allocation of LHTF Funds**

The HEDA Board will decide how much funding and what portions will be available to each purpose during their annual budget work.



# Hibbing Economic Development Authority Local Housing Trust Fund Process and Policy Guidelines

## **Annual Report**

The statute calls for an annual report to the authorizing entity, in this case, the Hibbing City Council. An annual report will be provided to the HEDA Board by each entity that requests funds on the projects they achieved in the past year. These reports will then be summarized by HEDA staff into one report and provided to the Hibbing City Council, along with the rest of the HEDA activities.



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## APPENDIX A: Local HOUSING TRUST FUND APPLICATION

### **A. APPLICANT INFORMATION**

<b>Applicant Name:</b>	
<b>Address:</b>	
<b>Phone:</b>	<b>Email:</b>
	Brief organizational description, including history, and program documentation provided.
	Brief description of the proposed project or program provided

### **B. PROJECT INFORMATION**

1. The project will be:

	Owner Occupied Rehabilitation	Sewer Lateral	Rehabilitation
	Multifamily Dwelling	New Construction	Rehabilitation
	Single Family Dwelling	New Construction	Rehabilitation

2. Funding Request

<b>Amount of Funds Requested:</b>			
	Yes	N/A	Brief budget summary attached to this application

3. Project Site

Address or Parcel ID, if known	
Current Real Estate Taxes on Project Site:	\$
Estate Taxes upon Completion:	\$



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## 4. Project Timeline

Start Date	
End Date	

### C. PUBLIC PURPOSE

It is the policy of the City of Hibbing that the use of the Local Housing Trust Fund should result in a benefit to the public. Please indicate how this project will serve a public purpose. Select all that apply.

	New development, which will result in additional private investment in the area.
	Enhancement or diversification of the City’s economic base.
	The project contributes to the fulfillment of the City’s Comprehensive Plan.
	Removal of blight or the rehabilitation of a high profile or priority site.
	Significantly increase the City’s tax base.
	Provides affordable housing.
	Provides variety of mixed-income housing options.
	Other, please describe below.



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## **E. ADDITIONAL DOCUMENTATION AND CHECKLIST**

	Project Plan, if needed
	Organizational financial statements/990 filing/most recent audit
	List of Board Members
	Organizational resolution to seek funding
	Letters of support

The undersigned certifies all information provided in this application is true and correct to the best of the undersigned's knowledge. The undersigned also agrees to provide any additional information as may be requested by the HEDA Board after the filing of this application.

### **NOTICE TO APPLICANT: Data Practices Act**

The information you supply in your application to the HRA will be used to assess your eligibility for this funding. Minnesota Statutes, Chapter 13 (Minnesota Government Data Practices Act) governs whether the information that you are providing to the HEDA Board is public or private. If financial assistance is provided for the project, the information submitted in connection with your application will become public, except for those items treated as private data under the Minnesota Government Data Practices Act.

I have read the above statement and I agree to supply the information to the HEDA Finance Committee and/or Board with full knowledge of the matters contained in this notice. I certify that the information submitted in connection with the application is true and accurate.

Applicant Name \_\_\_\_\_ Date \_\_\_\_\_



## E3 Collaboration with Hibbing Chamber Memo

**To:** HEDA Board

**From:** Betsy Olivanti, Community Development Director

Hibbing Business Edge was launched by the Northland SBDC in early November, offering intensive technical assistance to businesses in the areas of marketing and artificial intelligence adoption.

To date, 7 have entrepreneurs signed up for the program out of the 14 available slots.

The City of Hibbing is promoting the program in early January to encourage community members to sign up for the remaining slots. If some businesses do not use their full 18 hours of allocated time, Northland SBDC will open up additional slots for the program.

The businesses that have signed up for Business Edge are a mix of industries with 3 manufacturers, 1 brick and mortar DTC retailer, 1 primarily B2B retailer, 1 professional services, and 1 healthcare related company utilizing the program. Most of the businesses that have signed up have been in business for over 3 years. They are already seeing positive results from the program. One business that started working with marketing consultant Melissa Cox started a holiday promotional series on Facebook that resulted in over 10x engagement compared to their historical posts on social media. They are looking forward to capturing more stories of success as these businesses continue their work with their consultants.

If any businesses want to sign up for this program, they can find it at:

[www.northlandsbdc.org/hibbing-business-edge](http://www.northlandsbdc.org/hibbing-business-edge)

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