



## City of Hinckley

### Hinckley Economic Development Authority Meeting Agenda

Tuesday, March 10, 2026 at 12:00 PM

Council Chambers (Community Room)

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106 First Street SE, P. O. Box 366 | Tel: (320) 384.7491 | Fax: (320) 384.7492 | [www.hinckleymn.gov](http://www.hinckleymn.gov)

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1. **Call to Order**
2. **Approve Agenda**
3. **Public Hearings - None**
4. **Minutes**
  - [A.](#) February 10, 2026, Regular Meeting Minutes
5. **EDA Payables/Financials**
  - [A.](#) January 2026 Financials & Payables- \$0.00
  - [B.](#) February 2026 Financials & Payables- \$557.65
6. **New Business**
  - [A.](#) University of Minnesota Extension Business Retention and Expansion Course - May 20-21, 2026
  - [B.](#) Northview CD Maturity Date- April 3, 2026
7. **Old Business**
  - [A.](#) 2026 Small Cities Development Program Application Update
  - [B.](#) USDOT Thriving Communities Update
  - [C.](#) Request For Proposals- City of Hinckley Housing Needs Analysis 2026
8. **Open Forum**
9. **Miscellaneous**
10. **Adjournment**



# City of Hinckley

## EDA Meeting Minutes

Tuesday, February 10, 2026 at 12:00 PM

Council Chambers (Community Room)

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### 1. Call to Order

Pursuant to due call and notice, the regular meeting of the Hinckley Economic Development Authority was called to order by EDA Vice President Reid Davis on Tuesday, February 10, 2026, at 12:01 p.m.

Members present: EDA Commission Members: Reid Davis, Tim Burkhardt, Don Zeman, Dave Ubl, Pine County EDA Coordinator Lezlie Sauter, EDA . Members absent: EDA President Wayne Cessna. Also present are City Administrator Leaha Jackson and Planning and Zoning Administrator Mark Perry.

### 2. Approve Agenda

**Motion made by Zeman, Seconded by Burkhardt, to approve the agenda with the addition of 6D. Resolution 01-2026 Appointing Officers for 2026. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

### 3. Public Hearings - None

### 4. Minutes

A. October 14, 2025 Regular Meeting Minutes

**Motion made by Burkhardt, Seconded by Zeman, to approve the minutes as presented. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

### 5. EDA Payables/Financials

A. October 2025 Financials & Payables- \$57.65

B. November 2025 Financials & Payables- \$0.00

C. December 2025 Financials & Payables- \$0.00

**Motion made by Zeman, Seconded by Ubl, to approve the financials and payables as presented. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

### 6. New Business

A. Valder's Vehicles

Discussion was had on potential options. There are not many grants, but there may be some gap financing options if needed. Staff also has a contact for the property owner to the south in case they would want to discuss options.

B. Small Business Development Training

The Small Business Development Center used to offer training geared toward small businesses in communities at no cost. They still offer the classes, but the instructor's fee is now \$500 per class. A request has been sent to local EDAs to see if they would help support continuing to

offer these classes in our region. **Motion made by Zeman, Seconded by Ubl, to contribute \$100 per class up to \$500. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

- C. Housing Study Update  
Housing studies typically last five to six years; the current study dates to 2018. Commission members agreed that housing and the workforce are economic drivers. Staff added that developers and the City will both use the document to demonstrate the need for housing when securing funding. The Initiative Foundation has an economic development grant of up to \$10,000 that we could apply for to help with the cost. The next application period is April 21 - May 29. **Motion made by Burkhardt, Seconded by Zeman, to put together an RFP. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**
- D. Resolution 01-2026 Appointing Officers for 2026  
Each year, the board appoints the officers. Because of the process for changing signers, the board will change the officers every two years. 2026 will be the second year for each position. **Motion made by Zeman, Seconded by Ubl, to approve Resolution 01-206 Appointing Officers for 2026; President Wayne Cessna, Vice-President Reid Davis, Treasurer Donald Zeman, Assistant Treasurer Tom Brmettler, and Secretary Leah Jackson. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

**7. Old Business**

- A. 2026 Small Cities Development Program Preliminary Proposal  
Staff updated the board on the status of the preliminary proposal submittal. The proposal was rated as marginally competitive, and we have been invited to submit a full application. Due by April 15, 2026. Lezlies Sauter, Pine County HRA/EDA, reached out to the local DEED representative for feedback on the preliminary proposal. To make the application more competitive, it was suggested that the City focus on owner-occupied housing, as interest exceeded the available amount. The single focus will also reduce administrative burden, which was somewhat shaky in the last round.
- B. USDOT Thriving Communities Program- Stakeholder Meeting, February 6, 2026  
Staff provided an update on the Stakeholder Meeting held the previous Friday. Attendance was good, including both Senator Rarick and Representative Nelson. The group took time to see both Main St and the trail from Dunn Ave in person, with a small group completing a walk audit along Fire Monument Rd after the meeting ended.
- C. Commonwealth Management Update  
The project was not selected. The scoring threshold was higher than in previous years. Ted Goltzman is hopeful about the impending changes to the program requirements and would like to explore another application.

**8. Open Forum**

Board member Ubl reported the school is looking to sell a parcel of property it owns on the west side of town. There is someone interested in putting in single-family homes (40-50), but he asked if they would need to build to the adopted standards. There may be some programs available to help with affordability, but a plan would need to be brought forward to help identify them.

**9. Adjournment**

**Motion made by Zeman, Seconded by Burkhardt, to adjourn the meeting at 12:43 p.m. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

Attest:

\_\_\_\_\_  
Wayne Cessna, President

\_\_\_\_\_  
Secretary Leaha M. Jackson

2/25/2026 10:21am

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**City of Hinckley**  
**Balance Sheet**  
*For EDA GENERAL FUND (700)*  
*January 31, 2026*

**Assets**

|                    |                             |                      |
|--------------------|-----------------------------|----------------------|
| <b>Cash</b>        |                             |                      |
| 700.00000.10100    | Cash in Bank                | 46,358.15            |
| 700.00000.10105    | Cash in Bank-Revolving Loan | 33,220.98            |
|                    | <b>Total Cash</b>           | <u>79,579.13</u>     |
| <br>               |                             |                      |
| <b>Investments</b> |                             |                      |
| 700.00000.10400    | Investment-RBC              | 1,038.75             |
| 700.00000.10402    | Investment-Northview Bank   | 275,368.13           |
|                    | <b>Total Investments</b>    | <u>276,406.88</u>    |
| <br>               |                             |                      |
| <b>Receivables</b> |                             |                      |
| 700.00000.10500    | Taxes Receivable-Current    | 201.83               |
|                    | <b>Total Receivables</b>    | <u>201.83</u>        |
|                    | <b>Total Assets</b>         | <u>\$ 356,187.84</u> |

**Liabilities and Fund Balance**

|                 |                                            |                      |
|-----------------|--------------------------------------------|----------------------|
|                 | <b>Total</b>                               | <u>.00</u>           |
|                 | <b>Total Liabilities</b>                   | <u>.00</u>           |
| <br>            |                                            |                      |
| 700.00000.25100 | Fund Balance                               | \$ 353,697.47        |
|                 | <b>Total</b>                               | 353,697.47           |
|                 | Excess of Revenue Over Expenditures        | 2,490.37             |
|                 | <b>Total Fund Balances</b>                 | <u>356,187.84</u>    |
|                 | <b>Total Liabilities and Fund Balances</b> | <u>\$ 356,187.84</u> |

**City of Hinckley**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For EDA GENERAL FUND (700)**  
**For the Fiscal Period 2026-1 Ending January 31, 2026**

| Account Number                                           | Previous YTD<br>Budget | Previous YTD<br>Actual | Annual<br>Budget    | YTD<br>Actual      | Remaining<br>Budget Amount |
|----------------------------------------------------------|------------------------|------------------------|---------------------|--------------------|----------------------------|
| <b>Revenues</b>                                          |                        |                        |                     |                    |                            |
| <b>Taxes Revenues</b>                                    |                        |                        |                     |                    |                            |
| 700.31000.31010 Property Taxes                           | \$ 0.00                | \$ 0.00                | \$ 15,000.00        | \$ 0.00            | \$ 15,000.00               |
| <b>Total Taxes Revenues</b>                              | <b>0.00</b>            | <b>0.00</b>            | <b>15,000.00</b>    | <b>0.00</b>        | <b>15,000.00</b>           |
| <b>Miscellaneous Revenues Revenues</b>                   |                        |                        |                     |                    |                            |
| 700.36200.36210 Interest Earnings                        | 16.67                  | 2,540.15               | 4,000.00            | 2,490.37           | \$ 1,509.63                |
| <b>Total Miscellaneous Revenues Revenues</b>             | <b>16.67</b>           | <b>2,540.15</b>        | <b>4,000.00</b>     | <b>2,490.37</b>    | <b>1,509.63</b>            |
| <b>Total EDA GENERAL FUND Revenues</b>                   | <b>\$ 16.67</b>        | <b>\$ 2,540.15</b>     | <b>\$ 19,000.00</b> | <b>\$ 2,490.37</b> | <b>\$ 16,509.63</b>        |
| <b>Expenditures</b>                                      |                        |                        |                     |                    |                            |
| <b>Economic Development &amp; Assistance Expenditure</b> |                        |                        |                     |                    |                            |
| 700.46500.02180 Operating Supplies-Events                | \$ 62.50               | \$ 0.00                | \$ 750.00           | \$ 0.00            | \$ 750.00                  |
| 700.46500.03010 Professional Services-Auditing &         | 0.00                   | 0.00                   | 850.00              | 0.00               | \$ 850.00                  |
| 700.46500.03040 Professional Services-Legal Fees         | 41.67                  | 0.00                   | 500.00              | 0.00               | \$ 500.00                  |
| 700.46500.03190 Professional Services-Other              | 0.00                   | 500.00                 | 0.00                | 0.00               | \$ 0.00                    |
| 700.46500.03220 Communication-Postage                    | 8.33                   | 0.00                   | 100.00              | 0.00               | \$ 100.00                  |
| 700.46500.03430 Advertising-Other                        | 20.83                  | 0.00                   | 250.00              | 0.00               | \$ 250.00                  |
| 700.46500.04330 Miscellaneous-Dues & Subscriptio         | 83.33                  | 0.00                   | 1,000.00            | 0.00               | \$ 1,000.00                |
| 700.46500.04390 Miscellaneous-Other                      | 37.50                  | 0.00                   | 450.00              | 0.00               | \$ 450.00                  |
| <b>Total Economic Development &amp; Assistance Expen</b> | <b>254.16</b>          | <b>500.00</b>          | <b>3,900.00</b>     | <b>0.00</b>        | <b>3,900.00</b>            |
| <b>Total EDA GENERAL FUND Expenditures</b>               | <b>\$ 254.16</b>       | <b>\$ 500.00</b>       | <b>\$ 3,900.00</b>  | <b>\$ 0.00</b>     | <b>\$ 3,900.00</b>         |
| <b>EDA GENERAL FUND Excess of Revenues Over Expend</b>   | <b>\$ (237.49)</b>     | <b>\$ 2,040.15</b>     | <b>\$ 15,100.00</b> | <b>\$ 2,490.37</b> | <b>\$ 12,609.63</b>        |

2/25/2026 10:25am

**City of Hinckley**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

For the Fiscal Period 2026-1 Ending January 31, 2026

| Account Number                             | Previous YTD<br>Budget | Previous YTD<br>Actual | Annual<br>Budget | YTD<br>Actual | Remaining<br>Budget Amount |
|--------------------------------------------|------------------------|------------------------|------------------|---------------|----------------------------|
| Total Revenues                             | \$ 16.67               | \$ 2,540.15            | \$ 19,000.00     | \$ 2,490.37   | 16,509.63                  |
| Total Expenditures                         | \$ 254.16              | \$ 500.00              | \$ 3,900.00      | \$ 0.00       | 3,900.00                   |
| Total Excess of Revenues Over Expenditures | \$ (237.49)            | \$ 2,040.15            | \$ 15,100.00     | \$ 2,490.37   | 12,609.63                  |

**City of Hinckley**  
**Balance Sheet**  
*For EDA GENERAL FUND (700)*  
*February 28, 2026*

**Assets**

|                        |                             |                            |
|------------------------|-----------------------------|----------------------------|
| <b>Cash</b>            |                             |                            |
| 700.00000.10100        | Cash in Bank                | 45,862.55                  |
| 700.00000.10105        | Cash in Bank-Revolving Loan | 33,222.25                  |
|                        | <b>Total Cash</b>           | <hr/> 79,084.80            |
| <br><b>Investments</b> |                             |                            |
| 700.00000.10400        | Investment-RBC              | 1,041.33                   |
| 700.00000.10402        | Investment-Northview Bank   | 275,368.13                 |
|                        | <b>Total Investments</b>    | <hr/> 276,409.46           |
| <br><b>Receivables</b> |                             |                            |
| 700.00000.10500        | Taxes Receivable-Current    | 141.56                     |
|                        | <b>Total Receivables</b>    | <hr/> 141.56               |
|                        | <b>Total Assets</b>         | <hr/> <b>\$ 355,635.82</b> |

**Liabilities and Fund Balance**

|                 |                                            |                            |
|-----------------|--------------------------------------------|----------------------------|
|                 | <b>Total</b>                               | <hr/> .00                  |
|                 | <b>Total Liabilities</b>                   | <hr/> .00                  |
| <br>            |                                            |                            |
| 700.00000.25100 | Fund Balance                               | \$ 353,697.47              |
|                 | <b>Total</b>                               | 353,697.47                 |
|                 | Excess of Revenue Over Expenditures        | 1,938.35                   |
|                 | <b>Total Fund Balances</b>                 | <hr/> 355,635.82           |
|                 | <b>Total Liabilities and Fund Balances</b> | <hr/> <b>\$ 355,635.82</b> |

3/5/2026 9:33am

**City of Hinckley**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For EDA GENERAL FUND (700)**  
**For the Fiscal Period 2026-2 Ending February 28, 2026**

Page 1

| Account Number                                           | Previous YTD<br>Budget | Previous YTD<br>Actual | Annual<br>Budget    | YTD<br>Actual      | Remaining<br>Budget Amount |
|----------------------------------------------------------|------------------------|------------------------|---------------------|--------------------|----------------------------|
| <b>Revenues</b>                                          |                        |                        |                     |                    |                            |
| <b>Taxes Revenues</b>                                    |                        |                        |                     |                    |                            |
| 700.31000.31010 Property Taxes                           | \$ 0.00                | \$ 0.00                | \$ 15,000.00        | \$ 0.00            | \$ 15,000.00               |
| <b>Total Taxes Revenues</b>                              | <b>0.00</b>            | <b>0.00</b>            | <b>15,000.00</b>    | <b>0.00</b>        | <b>15,000.00</b>           |
| <b>Miscellaneous Revenues Revenues</b>                   |                        |                        |                     |                    |                            |
| 700.36200.36210 Interest Earnings                        | 33.34                  | 2,545.71               | 4,000.00            | 2,496.00           | \$ 1,504.00                |
| <b>Total Miscellaneous Revenues Revenues</b>             | <b>33.34</b>           | <b>2,545.71</b>        | <b>4,000.00</b>     | <b>2,496.00</b>    | <b>1,504.00</b>            |
| <b>Total EDA GENERAL FUND Revenues</b>                   | <b>\$ 33.34</b>        | <b>\$ 2,545.71</b>     | <b>\$ 19,000.00</b> | <b>\$ 2,496.00</b> | <b>\$ 16,504.00</b>        |
| <b>Expenditures</b>                                      |                        |                        |                     |                    |                            |
| <b>Economic Development &amp; Assistance Expenditure</b> |                        |                        |                     |                    |                            |
| 700.46500.02180 Operating Supplies-Events                | \$ 125.00              | \$ 0.00                | \$ 750.00           | \$ 0.00            | \$ 750.00                  |
| 700.46500.02190 Operating Supplies-Other                 | 0.00                   | 0.00                   | 0.00                | 57.65              | \$ 0.00                    |
| 700.46500.03010 Professional Services-Auditing &         | 0.00                   | 0.00                   | 850.00              | 0.00               | \$ 850.00                  |
| 700.46500.03040 Professional Services-Legal Fees         | 83.34                  | 0.00                   | 500.00              | 0.00               | \$ 500.00                  |
| 700.46500.03190 Professional Services-Other              | 0.00                   | 500.00                 | 0.00                | 500.00             | \$ 0.00                    |
| 700.46500.03220 Communication-Postage                    | 16.66                  | 0.00                   | 100.00              | 0.00               | \$ 100.00                  |
| 700.46500.03430 Advertising-Other                        | 41.66                  | 0.00                   | 250.00              | 0.00               | \$ 250.00                  |
| 700.46500.04330 Miscellaneous-Dues & Subscriptio         | 166.66                 | 0.00                   | 1,000.00            | 0.00               | \$ 1,000.00                |
| 700.46500.04390 Miscellaneous-Other                      | 75.00                  | 0.00                   | 450.00              | 0.00               | \$ 450.00                  |
| <b>Total Economic Development &amp; Assistance Expen</b> | <b>508.32</b>          | <b>500.00</b>          | <b>3,900.00</b>     | <b>557.65</b>      | <b>3,342.35</b>            |
| <b>Total EDA GENERAL FUND Expenditures</b>               | <b>\$ 508.32</b>       | <b>\$ 500.00</b>       | <b>\$ 3,900.00</b>  | <b>\$ 557.65</b>   | <b>\$ 3,342.35</b>         |
| <b>EDA GENERAL FUND Excess of Revenues Over Expend</b>   | <b>\$ (474.98)</b>     | <b>\$ 2,045.71</b>     | <b>\$ 15,100.00</b> | <b>\$ 1,938.35</b> | <b>\$ 13,161.65</b>        |

3/5/2026 9:33am

**City of Hinckley**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2026-2 Ending February 28, 2026*

| <b>Account Number</b>                      | <b>Previous YTD<br/>Budget</b> | <b>Previous YTD<br/>Actual</b> | <b>Annual<br/>Budget</b> | <b>YTD<br/>Actual</b> | <b>Remaining<br/>Budget Amount</b> |
|--------------------------------------------|--------------------------------|--------------------------------|--------------------------|-----------------------|------------------------------------|
| Total Revenues                             | \$ 33.34                       | \$ 2,545.71                    | \$ 19,000.00             | \$ 2,496.00           | \$ 16,504.00                       |
| Total Expenditures                         | \$ 508.32                      | \$ 500.00                      | \$ 3,900.00              | \$ 557.65             | \$ 3,342.35                        |
| Total Excess of Revenues Over Expenditures | \$ (474.98)                    | \$ 2,045.71                    | \$ 15,100.00             | \$ 1,938.35           | \$ 13,161.65                       |

**Accounts Payable Check Register Report - Northview Bank (EDA)-1109024**

*For The Fiscal Periods Range From 2026-2 To 2026-2*

*For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, Hand Written, eCheck*

| Check # / eCheck ID | Type | Date                                 | Vendor | Name                          | Amount             | Status          |
|---------------------|------|--------------------------------------|--------|-------------------------------|--------------------|-----------------|
| 2248                | C    | 2/17/2026                            | 132    | DAGGETT'S FRESH FOODS         | \$57.65            | O               |
|                     |      | <b>Invoice Nbr - Description</b>     |        | <b>GL Account</b>             | <b>Amount</b>      |                 |
|                     |      | 00056315 - 2/10/26 EDA Lunch Meeting |        | 700.46500.02190               | \$57.65            |                 |
| 2249                | C    | 2/27/2026                            | 582    | PINE COUNTY AUDITOR-TREASURER | \$500.00           | O               |
|                     |      | <b>Invoice Nbr - Description</b>     |        | <b>GL Account</b>             | <b>Amount</b>      |                 |
|                     |      | 02272026 - SHRPA Invoice Shared Cost |        | 700.46500.03190               | \$500.00           |                 |
|                     |      |                                      |        |                               | <b>Cleared</b>     | <b>\$0.00</b>   |
|                     |      |                                      |        |                               | <b>Outstanding</b> | <b>\$557.65</b> |
|                     |      |                                      |        |                               | <b>Void</b>        | <b>\$0.00</b>   |

**City of Hinckley**  
106 First Street SE  
P. O. Box 366  
Hinckley, MN  
[Tel] (320) 384.7491  
[Fax] (320) 384.7492  
www.hinckleymn.gov



**Agenda Item**

University of Minnesota Extension Business Retention and Expansion Course - May 20-21, 2026

**Meeting Date**

March 10, 2026

**Prepared By**

Leaha M. Jackson, City Administrator

**Background**

Attached is information on the University of Minnesota Extension Business Retention and Expansion Course being offered May 20-21, 2026. The cost varies depending on whether you send a single person or a team.

Would any of the board members be interested in attending this course or sending some city staff?

**Recommended Action**

---

Council Action:    Motion by: \_\_\_\_\_    Second by: \_\_\_\_\_

Motion to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voted in Favor: \_\_\_\_\_ Voted Against: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Tabled: \_\_\_\_\_ No Action: \_\_\_\_\_

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**Register now for the Business Retention and Expansion course**

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From UMN Extension Business Retention and Expansion <darger@ecomunications2.umn.edu>

Date Wed 3/4/2026 8:11 AM

To Leaha Jackson <cityadmin@cityofhinckley.com>

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Department of Community Development



**Business Retention and Expansion (BRE): An in-person course for economic and community development professionals and stakeholders**

Do you want to develop new Business Retention and Expansion (BRE) skills or refresh existing ones as you support local businesses? Have you considered involving community members in business outreach or

learning more about your community's situation with business succession, workforce challenges, childcare providers, or emerging entrepreneurs? These topics and more will be explored at our BRE course on May 20-21.

This two-day course combines presentations, videos, individual and small group work, and peer discussion. You will practice [interviewing techniques with real businesses](#), hear from guest experts, and connect with other economic developers. Grounded in Extension's [Connecting Businesses and Community model](#), the course emphasizes that BRE is people-centered and built on strong relationships and practical insight.

Date: May 20-21

Time: 9 a.m. - 5 p.m.

Location: UMN St. Paul Campus

[Early bird deadline: April 20](#)

You will leave with practical tools and a clearer sense of how to apply BRE in your community. [See course details, certification information, and testimonials to learn more.](#)

Register today!

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# Business Retention and Expansion (BRE) Course (in-person, May 2026)

Do you need to develop new skills or refresh existing ones as you support local businesses and organizations? Extension's immersive course helps you create or update a business retention and expansion (BRE) plan. Held at the University of Minnesota's St. Paul campus, this two-day training includes presentations, videos, role-play, individual and small-group work, and many peer discussions.

## Highlights include

- Going on practice visits to real businesses.
- Learning from guest experts who provide BRE tips and stories.
- Getting to know other economic developers and expanding your network.
- Building the skills needed to help your community be more self-sufficient.

## Location

University of Minnesota  
125 Coffey Hall  
1420 Eckles Ave.  
St. Paul, MN 55108

## Dates/times

May 20 and 21, 2026  
8 a.m. to 5 p.m. both days.

## Fees

- Individual (per person): \$800 (\$650 early bird)
- Community members/teams--
  - 2 person team: \$1,375 (\$1,100 early bird)
  - 3 to 5-person team: \$1,800 (\$1,500 early bird)
- Full-time student: \$160 (\$120 early bird) — email your transcript to Michael Darger before registering. [darger@umn.edu](mailto:darger@umn.edu) prior to registering)
- Early bird deadline is April 20th.

## Certification

Everyone who completes the course:

- Receives a certificate of accomplishment from University of Minnesota Extension.
- Meets a course requirement to receive a Business Retention and Expansion International (BREI) certification and one-year membership for \$75. BREI is an international association that promotes and educates about BRE.

## Cancellations

- Contact course instructors or [ext-reg@umn.edu](mailto:ext-reg@umn.edu) to request cancellation
- Refunds for cancellation requests received prior by May 13 will be assessed a \$25 fee
- No refunds will be issued for cancellations after registration closes.

## Course instructor

Michael Darger, [darger@umn.edu](mailto:darger@umn.edu)

## More information

<http://z.umn.edu/BREcourse>

## Registration questions

[ext-reg@umn.edu](mailto:ext-reg@umn.edu)

## If you experience difficulties logging in

Contact the University of Minnesota IT Help Line at 612-301-4357. Please mention you are using a guest account to register for a non-credit event.

Please start your registration by either logging with your UMN credentials or guest account or signing in as a new user. Note that if you have registered for University of Minnesota noncredit events and created a guest account with your existing email address, you may select "I have an account already" to register. If you are new to the University of Minnesota Registration system, please register under "New User."

## To register by phone

Paying online using our registration portal is secure, available 24 hours a day, and provides immediate enrollment. However, if you wish to register by phone, Extension registration professionals are here to help. Please contact us using one of the following methods. We will be in touch within three business days.

- Request registration by phone: [z.umn.edu/registrationhelp](https://z.umn.edu/registrationhelp) (preferred)
- or call the voicemail line to leave a message at (612) 626-5174

### I have a University or Guest account

Log in using your University or Guest account. If you have not used your account in the last year, it will be inactive. Reactivate your account by clicking "Continue" and selecting "Forgot Your Password."

[Login](#)

### I don't have an account

Create a new user and continue to Register

[Register](#)

[Privacy Policy](#)

**NORTHVIEW CERTIFICATES OF DEPOSIT INTEREST RATES**

9-ly @ 27,138.50 was 4.0% to 3.6%  
 1-ly @ 7,156.25 was 3.75% to 3.40%

**Northview Bank  
 Finlayson  
 2203 Finland Avenue  
 PO Box 257  
 Finlayson, MN 55735**

This Rate Chart contains information about interest rates and annual percentage yields for some of the accounts we offer.

| Account Product Name                               | Minimum Opening Deposit | Minimum Balance to Obtain Annual Percentage Yield | Interest Rate | Annual Percentage Yield |
|----------------------------------------------------|-------------------------|---------------------------------------------------|---------------|-------------------------|
| <b>91 Day Certificate of Deposit<sup>a</sup></b>   | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 1.75%         | 1.76%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 2.00%         | 2.02%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 2.00%         | 2.02%                   |
| \$96,000.00 and up                                 |                         |                                                   | 2.00%         | 2.02%                   |
| <b>182 Day Certificate of Deposit<sup>a</sup></b>  | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 3.60%         | 3.65%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 3.75%         | 3.80%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 3.75%         | 3.80%                   |
| \$96,000.00 and up                                 |                         |                                                   | 3.75%         | 3.80%                   |
| <b>12 Month Certificate of Deposit<sup>a</sup></b> | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 3.46%         | 3.51%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 3.60%         | 3.65%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 3.60%         | 3.65%                   |
| \$96,000.00 and up                                 |                         |                                                   | 3.60%         | 3.65%                   |
| <b>18 Month Certificate of Deposit<sup>a</sup></b> | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 3.25%         | 3.29%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 3.50%         | 3.55%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 3.50%         | 3.55%                   |
| \$96,000.00 and up                                 |                         |                                                   | 3.50%         | 3.55%                   |
| <b>24 Month Certificate of Deposit<sup>a</sup></b> | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 3.25%         | 3.29%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 3.50%         | 3.55%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 3.50%         | 3.55%                   |
| \$96,000.00 and up                                 |                         |                                                   | 3.50%         | 3.55%                   |
| <b>30 Month Certificate of Deposit<sup>a</sup></b> | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 3.00%         | 3.03%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 3.25%         | 3.29%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 3.25%         | 3.29%                   |
| \$96,000.00 and up                                 |                         |                                                   | 3.25%         | 3.29%                   |
| <b>36 Month Certificate of Deposit<sup>a</sup></b> | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 2.75%         | 2.78%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 3.00%         | 3.03%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 3.00%         | 3.03%                   |
| \$96,000.00 and up                                 |                         |                                                   | 3.00%         | 3.03%                   |
| <b>48 Month Certificate of Deposit<sup>a</sup></b> | \$ 1,000.00             | \$ 1,000.00 <sup>c</sup>                          |               |                         |
| Daily Balances of:                                 |                         |                                                   |               |                         |
| \$1,000.00-10,999.99                               |                         |                                                   | 2.75%         | 2.78%                   |
| \$11,000.00-51,999.99                              |                         |                                                   | 3.00%         | 3.03%                   |
| \$52,000.00-95,999.99                              |                         |                                                   | 3.00%         | 3.03%                   |
| \$96,000.00 and up                                 |                         |                                                   | 3.00%         | 3.03%                   |

a) A penalty may be imposed for early withdrawal.  
 c) Daily balance. The amount of the principal in the account each day.

Fees could reduce the earnings on the account.  
 Interest Rates and Annual Percentage Yields are current as of 11-21-2025.  
 For current rate information call (800) 450-7575.

Member  
**FDIC**

## NORTHVIEW IRA INTEREST RATES

**Northview Bank**  
**Finlayson**  
**2203 Finland Avenue**  
**PO Box 257**  
**Finlayson, MN 55735**

This Rate Chart contains information about interest rates and annual percentage yields for some of the accounts we offer.

| Account Product<br>Name                                            | Minimum Opening<br>Deposit | Minimum Balance to Obtain<br>Annual Percentage Yield | Interest<br>Rate | Annual Percentage<br>Yield |
|--------------------------------------------------------------------|----------------------------|------------------------------------------------------|------------------|----------------------------|
| <b>IRA 30 Month Fixed Certificate of Deposit<sup>a</sup></b>       | \$ 1,000.00                | \$ 1,000.00 <sup>c</sup>                             |                  |                            |
| Daily Balances of:                                                 |                            |                                                      |                  |                            |
| \$1,000.00-10,999.99                                               |                            |                                                      | 3.25%            | 3.29%                      |
| \$11,000.00-51,999.99                                              |                            |                                                      | 3.50%            | 3.55%                      |
| \$52,000.00-95,999.99                                              |                            |                                                      | 3.50%            | 3.55%                      |
| \$96,000.00 and up                                                 |                            |                                                      | 3.50%            | 3.55%                      |
| <b>IRA 48 Month Variable Certificate of Deposit<sup>a, b</sup></b> | \$ 1,000.00                | \$ 1,000.00 <sup>c</sup>                             | 4.25%            | 4.32%                      |

- a) A penalty may be imposed for early withdrawal.
- b) The interest rate and annual percentage yield may change after account opening.
- c) Daily balance. The amount of the principal in the account each day.

**Fees could reduce the earnings on the account.**  
**Interest Rates and Annual Percentage Yields are current as of 12-10-2025.**  
**For current rate information call (800) 450-7575.**

**Member**  
**FDIC**

**City of Hinckley**  
106 First Street SE  
P. O. Box 366  
Hinckley, MN  
[Tel] (320) 384.7491  
[Fax] (320) 384.7492  
www.hinckleymn.gov



**Agenda Item**

2026 Small Cities Development Program Application Update

**Meeting Date**

March 10, 2026

**Prepared By**

Leaha Jackson, City Administrator, and  
Mark Perry, Planning and Zoning Administrator

**Background**

Those who were determined to be competitive or marginally competitive are invited to submit full applications, due by April 15, 2026, at 4:00 p.m.

Attached is a Fact Sheet for the City’s full application to the program.

As part of the application, the City would need to hold a public hearing to gather input and adopt a resolution designating the City as the legal sponsor of the project and specifying the authorized officials to sign project documents. This public hearing is scheduled for March 10, 2026, at 7:00 p.m.

**Recommended Action**

None, informational.

---

EDA Action:      Motion by: \_\_\_\_\_      Second by: \_\_\_\_\_

Motion to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voted in Favor: \_\_\_\_\_ Voted Against: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Tabled: \_\_\_\_\_ No Action: \_\_\_\_\_



**HOME IMPROVEMENT GRANTS**

The City of Hinckley has applied for funding through the Small Cities Development Program (SCDP) to provide property improvement grants for eligible homeowners.

**PROGRAM DETAILS**

Grants of up to \$25,000 are available as a 5-year deferred loan, forgiven at 20% per year if the homeowner continues to own and occupy the property for the full term.

- ✓ The grant covers 90% of project costs, up to \$25,000.
- ✓ Homeowners must contribute 10% from personal funds or other sources.  
*Example:* For a \$27,800 project, the grant covers \$25,000; the homeowner pays \$2,800.
- ✓ Properties held in life estate are eligible (loan deferment not allowed).
- ✓ Properties in trust and mobile homes are not eligible.
- ✓ All parties in a contract-for-deed transaction must meet income eligibility requirements.

**INCOME GUIDELINES**

| 80% area median income (2025) for Pine County |                         |
|-----------------------------------------------|-------------------------|
| Household Size                                | Annual Income Less Than |
| 1 person                                      | \$53,350                |
| 2 people                                      | \$60,950                |
| 3 people                                      | \$68,550                |
| 4 people                                      | \$76,150                |
| 5 people                                      | \$82,250                |
| 6 people                                      | \$88,350                |
| 7 people                                      | \$94,450                |
| 8 people                                      | \$100,550               |

**ELIGIBLE IMPROVEMENTS**

- ✓ Energy Efficiency: Insulation, heating system replacement, water heater replacement
- ✓ Exterior Repairs: Windows, doors, siding, roofing
- ✓ System Upgrades: Electrical, plumbing, sewer/water service lines
- ✓ Code Compliance: Accessibility improvements, lead hazard mitigation

**ADDITIONAL INFORMATION**

- ✓ Work completed before income eligibility determination is not eligible for funding.
- ✓ Funds are paid directly to contractors, and at least two bids are required.
- ✓ Pre- and post-project inspections, including lead-based paint tests for homes built prior to 1978, are required.

**QUESTIONS?**

Contact Lezlie at 320.591.0019 (text or call) or [lezlie.sauter@pinecountymn.gov](mailto:lezlie.sauter@pinecountymn.gov)

**City of Hinckley**  
106 First Street SE  
P. O. Box 366  
Hinckley, MN  
[Tel] (320) 384.7491  
[Fax] (320) 384.7492  
www.hinckleymn.gov



**Agenda Item**

USDOT Thriving Communities Update

**Meeting Date**

March 10, 2026

**Prepared By**

Leaha M. Jackson, City Administrator

**Background**

Staff continues to work with the technical advisors through the USDOT Thriving Communities Program. One part of the USDOT Thriving Communities program is holding a Stakeholder meeting; this was held on February 6, 2026. The goal of this meeting is to introduce our efforts to our State and Federal legislators, funders, and other stakeholders. While there, we took the stakeholders on a tour of Main Street and showed them the trail from Westside Park to Hwy 61. Attached is a summary of the meeting.

The subaward was used to work with an engineering firm to complete the Scope of Work developed by the group. As part of that work with the assistance of Bollig Engineering, we did an open-house style community engagement exercise to get some feedback from our community on February 24<sup>th</sup>. Attached is a summary of the exercise. Before the final document is completed, there will be opportunities for the City Council, EDA, and the public to provide feedback and help shape the final report that the City will receive. This final report will be used to inform future projects and support financial opportunity applications.

**Recommended Action**

None needed; informational.

---

EDA Action:      Motion by: \_\_\_\_\_      Second by: \_\_\_\_\_

Motion to:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Voted in Favor: \_\_\_\_\_ Voted Against: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Tabled: \_\_\_\_\_ No Action: \_\_\_\_\_

## Hinckley, MN Thriving Communities Program Stakeholder Meeting Summary

2.6.2026

The City of Hinckley, Minnesota hosted their Thriving Communities Program (TCP) Stakeholder meeting at Hinckley City Hall. Project partners, residents, city council members, and local/state agency representatives attended. Community Development Senior Program Manager Amy Renner (RCAP) opened with an overview of RCAP's regional partnership model and TCP.

Mary Mullane, Lead Technical Assistance Provider from MAP provided background on the initial Needs Assessment, which shaped the final project work plan. The two primary priorities are: (1) Main Street Revitalization and (2) Trails and Pedestrian Safety.

Bollig Engineering, the subaward contract holder, summarized their work so far with Hinckley and their end goals.

### Main Street Revitalization: Key Issues and Challenges

- Wayfinding signage lacks consistency and fails to direct visitors toward downtown businesses. State highway signage does not encourage travel toward Main Street. Bollig Engineering is working with the City on solutions.
- ADA accessibility challenges are significant, particularly due to stormwater drainage issues that create ice buildup—especially on the shaded south side of Main Street. This creates hazards for pedestrians, including patients visiting nearby chiropractic offices.
- Stormwater collection downtown is insufficient. There are too few drains and poor sidewalk/roadway sloping. Collaboration with county transportation entities will be required due to the surrounding county roads. RCAP will advise on additional technical assistance resources, including possible mapping the City-owned stormwater system.
- Sidewalk conditions vary significantly, with uneven surfaces, accessibility issues at curbs, and icing caused by building gutters draining onto sidewalks.

### Trails and Pedestrian Safety: Key Issues and Challenges

- The City faces significant challenges related to traffic safety data, railroad crossings, and pedestrian signage. Many residents, including children walking to school and tourists unfamiliar with local patterns, navigate busy county roads and multiple rail crossings.
- Initial project stages revealed limited available traffic and crash data. A walk audit was conducted, which Bret Allphin (NADO) used to prepare an Active Transportation map. Additional audit activities were incorporated into the stakeholder meeting. Stakeholders and residents identified hazards along Main

## Street and surrounding areas.

A walk audit was led by Associate Director, Bret Allphin (NADO) to add additional data points and notes to the Active Transportation map. Walk audit locations included Main Street, Lawler Ave, Fire Monument Rd (MN Hwy 48), and Old Hwy 61. Each location was broken down into sections where Bret asked a series of ranking questions to those participating and the reasons for their ranking. The following notes were taken from the responses from the walk audits.

### Westside Pedestrian Connectivity (Integrated New Notes)

- Significant pedestrian connectivity issues exist between the westside neighborhood, the park, and the railroad corridor. Current access routes are informal and cross private and railroad property, making them illegal.
- The railroad corridor is inactive. Stakeholders suggested exploring possible discussions with the railroad company about purchasing right-of-way or obtaining an easement.
- The westside park receives heavy use, and the adjacent residential area would benefit from safe pedestrian connections.
- A potential Safe Routes to School opportunity exists, depending on connectivity improvements.
- The idea of incorporating the railroad museum as part of a new pedestrian route to the park was raised for exploration.

### Main Street Challenges

- Participants noted limited parking and inadequate handicap stall placement and ramps.
- Parking challenges along Main Street create the appearance that businesses are busier than they are, and space is particularly limited for larger vehicles and summer tourist traffic. There is not enough handicap-accessible parking; the single designated stall is located far from business entrances.
- Bicycle parking is limited and should be added to support multimodal access.
- Beautification and business district appeal were noted as ongoing challenges. Business awnings are inconsistent, affecting sidewalk clearance and snow/ice removal.
- Street lighting is inadequate. Some electrical access remains from former lighting infrastructure and may support future improvements.
- Stakeholders suggested reviewing the signage approach used in Mora, MN as a possible model.

## Next Steps

- Technical assistance teams will continue coordination with Bollig Engineering, City staff, and the technical assistance providers.
- RCAP and MAP will evaluate additional support programs related to stormwater mapping and infrastructure improvements.
- The City will continue to explore wayfinding improvements, pedestrian connectivity strategies, and downtown accessibility enhancements.

| <b>Hinckley TCP Stakeholder Attendees</b> |                  |                                                  |                                                                  |                                                                                  |
|-------------------------------------------|------------------|--------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------|
|                                           | <b>Name</b>      | <b>Organization</b>                              | <b>Title</b>                                                     | <b>Contact</b>                                                                   |
| 1                                         | Jordan Zeller    | East Central Regional Development Commission     | Economic Developer                                               | <a href="mailto:jordan.zeller@ecrdc.org">jordan.zeller@ecrdc.org</a>             |
| 2                                         | Natalie Koerber  | East Central Regional Development Commission     | Executive Director                                               | <a href="mailto:natalie.koerber@ecrdc.org">natalie.koerber@ecrdc.org</a>         |
| 3                                         | Nicole Klosner   | East Central Regional Development Commission     | Regional Development/Grant Specialist and Transportation Planner | <a href="mailto:nicole.klosner@ecrdc.org">nicole.klosner@ecrdc.org</a>           |
| 4                                         | Erika Shepard    | MnDOT - District 1                               | Principal Planner                                                | <a href="mailto:Erika.Shepard@state.mn.us">Erika.Shepard@state.mn.us</a>         |
| 5                                         | Nathan Nelson    | MN House of Representatives - District 11B       | Minnesota State Representative                                   | <a href="mailto:Hayden.Kuiper@house.mn.gov">Hayden.Kuiper@house.mn.gov</a>       |
| 6                                         | Mary Mullane     | Midwest Assistance Program                       | Project Manager/Technical Assistance Provider                    | <a href="mailto:mmullane@map-inc.org">mmullane@map-inc.org</a>                   |
| 7                                         | Bret Allphin     | NADO                                             | Associate Director, Data & Research                              | <a href="mailto:ballphin@nado.org">ballphin@nado.org</a>                         |
| 9                                         | Amy Renner       | Rural Community Assistance Partnership           | Community Development Senior Program Manager                     | <a href="mailto:arenner@rcap.org">arenner@rcap.org</a>                           |
| 10                                        | Katie Borchert   | U.S. Department of Agriculture Rural Development | Loan Specialist                                                  | <a href="mailto:Kathryn.Borchert@usda.gov">Kathryn.Borchert@usda.gov</a>         |
| 11                                        | Leaha Jackson    | City of Hinckley                                 | City Administrator                                               | <a href="mailto:cityadmin@cityofhinckley.com">cityadmin@cityofhinckley.com</a>   |
| 12                                        | Mark Perry       | City of Hinckley                                 | City Planner                                                     | <a href="mailto:planner@cityofhinckley.com">planner@cityofhinckley.com</a>       |
| 13                                        | Don Zeman        | City of Hinckley                                 | Mayor                                                            | <a href="mailto:dzeman@cityofhinckley.com">dzeman@cityofhinckley.com</a>         |
| 14                                        | Barbara Marks    | Bollig Engineering                               | Senior Architectural Designer/Aviation Planner                   | <a href="mailto:bmarks@bollig-engineering.com">bmarks@bollig-engineering.com</a> |
| 15                                        | Nathan Feist     | Bollig Engineering                               | Project Engineer                                                 | <a href="mailto:nfeist@bollig-engineering.com">nfeist@bollig-engineering.com</a> |
| 16                                        | Paul Jurek       | Bollig Engineering                               | Senior Project Engineer                                          | <a href="mailto:pjurek@bollig-engineering.com">pjurek@bollig-engineering.com</a> |
| 17                                        | Tim Burkhardt    | Hinckley City Council                            | Council Member                                                   | <a href="mailto:tburkhardt@cityofhinckley.com">tburkhardt@cityofhinckley.com</a> |
| 18                                        | Rachel Schlomka  | Dagget's Grocery Store                           | Store Owner & Hinckley Resident                                  |                                                                                  |
| 19                                        | Kimberly Depover | Slim Service Auto Repair                         | Hinckley Resident                                                | <a href="mailto:kdepover@slimservice.com">kdepover@slimservice.com</a>           |
| 20                                        | Jason Rarick     | MN State Senate - District 11                    | Minnesota State Senator - District 11                            | <a href="mailto:sen.jason.rarick@mnsenate.gov">sen.jason.rarick@mnsenate.gov</a> |
| 21                                        | Joel Virtue      | Sandstone and Hinckley Chamber of Commerce       | Executive Director                                               | <a href="mailto:joel@sandstonechamber.org">joel@sandstonechamber.org</a>         |

February 25, 2026

## Purpose

Two public engagement sessions were conducted on February 24, 2026, to gather community input on potential Main Street improvements.

## Engagement Format and Participants

- Sessions: lunchtime at the library; afternoon at the elementary school to broaden participation.
- Staff present: Barbara Marks (Bollig Engineering), Don Zeman and Leaha Jacson (City of Hinckley).
- Attendees: Individual names were not collected.
- Two design exercises used:
  1. Card-based discussion: participants selected images/comments and discussed what resonated.
  2. Map exercise: focused on area bounded by Second St (N), 35W (E), MN 48 (S), and Root Ave (W). Participants placed color-coded dots: green = good, yellow = questionable, red = needs improvement, and discussed locations and ideas.

## Emerging Themes from Exercise 1 – Card Based

### Infrastructure, Mobility, & Safety

- linking sidewalks
- crosswalk
- lighting
- speed limit
- signage
- trail system safety
- maintenance
- patrol

### Public Realm, Parks & Landscape

- parks
- green space
- nature
- beautification
- community meeting space
- hangout
- housing

### People, Culture & Community

- families
- kid focused
- pride
- history
- change
- celebrating
- connection
- awareness
- perception

### Economic Life & Local Identity

- buy local/stay local
- tourism
- value
- anchors

### Navigation, Signage & Destination Experience

- navigating
- signage
- destination

### Governance, Collaboration, & Change Management

- silos

1721 Technology Drive NE  
 Suite 100, Willmar, MN 56201  
 320.235.2555

## Emerging Themes from Exercise 2 – Mapping Exercise

- Concerns concentrated in the two-to-three block downtown core and the connection to the west side.
- Hotspots near intersections and along MN 48 (south side walking desire) and key crossings between West Side Park, schools, and connection to hotels and the casino.
- Color-coded dots indicated a mix of “needs improvement” and “questionable” conditions in these focus areas.

## Notable Comments

- Safety/security concerns at West Side Park and on trails.
- People walking from the west side to schools use unofficial trails across private property.
- Desire for trail connections to hotels and the casino.
- Perception and/or reality that 35W splits the town
- Concern about downtown conversion to one-way and its correlation to Main Street decline.
- Tourism traffic directional patterns: northbound Friday, southbound Sunday.
- No sidewalk on the south side of MN 48 where people naturally walk.
- Visibility issues at Old 61 & First and First & Lawler.
- Snow removal problems—especially on Main Street.
- Dunn Avenue lacks sidewalks; raised repeatedly though not the top concern of any individuals.

## Key Takeaways

- Primary focus: 2–3 block downtown core and west side connections (pedestrian and trail linkages).
- Safety and connectivity (sidewalks, crossings, lighting, sight lines) are high priorities.
- Maintenance and operations (snow removal, patrol) are as important to residents as capital improvements.
- Economic and identity issues (wayfinding, local business support, tourist routing) tie into physical improvements.
- Governance coordination needed to break silos and align improvements.

## Recommended Next Steps

The following information will be discussed with the Project Engineer prior to full prioritization of work and possible inclusion in a final report. The following is for immediate discussion only.

### Short term (0–12 months)

- Quick wins: add/upgrade crosswalks and pedestrian lighting at priority intersections; improve signage/wayfinding to downtown and destinations.
- Improve snow removal coordination on Main Street with Public Works.
- Continue to investigate link to West Side Park, key trailheads, and school approaches.

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Medium term (1–3 years)

- Sidewalk infill study and priority plan (MN 48 south side, Dunn Avenue linkages).
- Traffic study to evaluate one-way configuration effects and intersection sight-lines (Old 61 & First, First & Lawler).
- Design trail connections to hotels/casino with clear wayfinding.

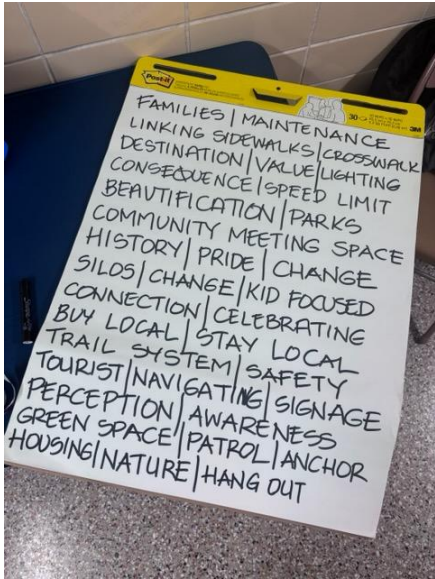
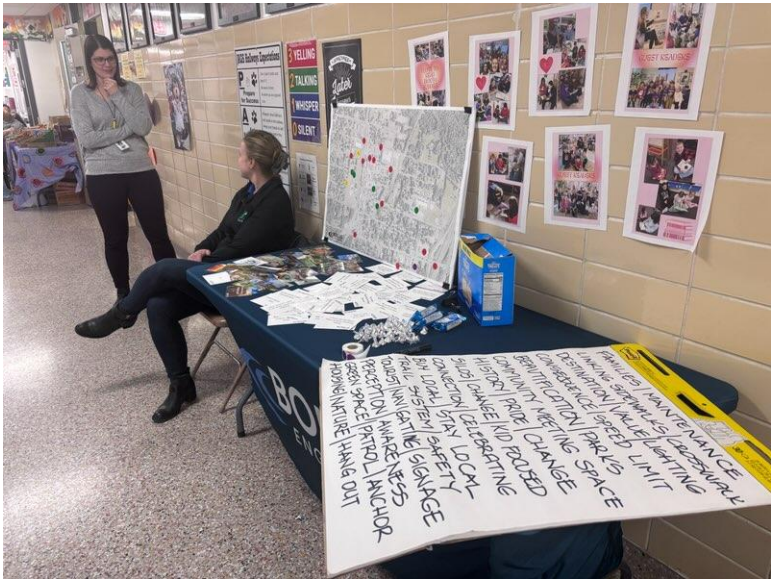
Long term (>3 years)

- Streetscape, park activation, and economic placemaking projects to strengthen Main Street identity.
- Continue to work with multi-agency steering group to coordinate projects, funding, and phased implementation.

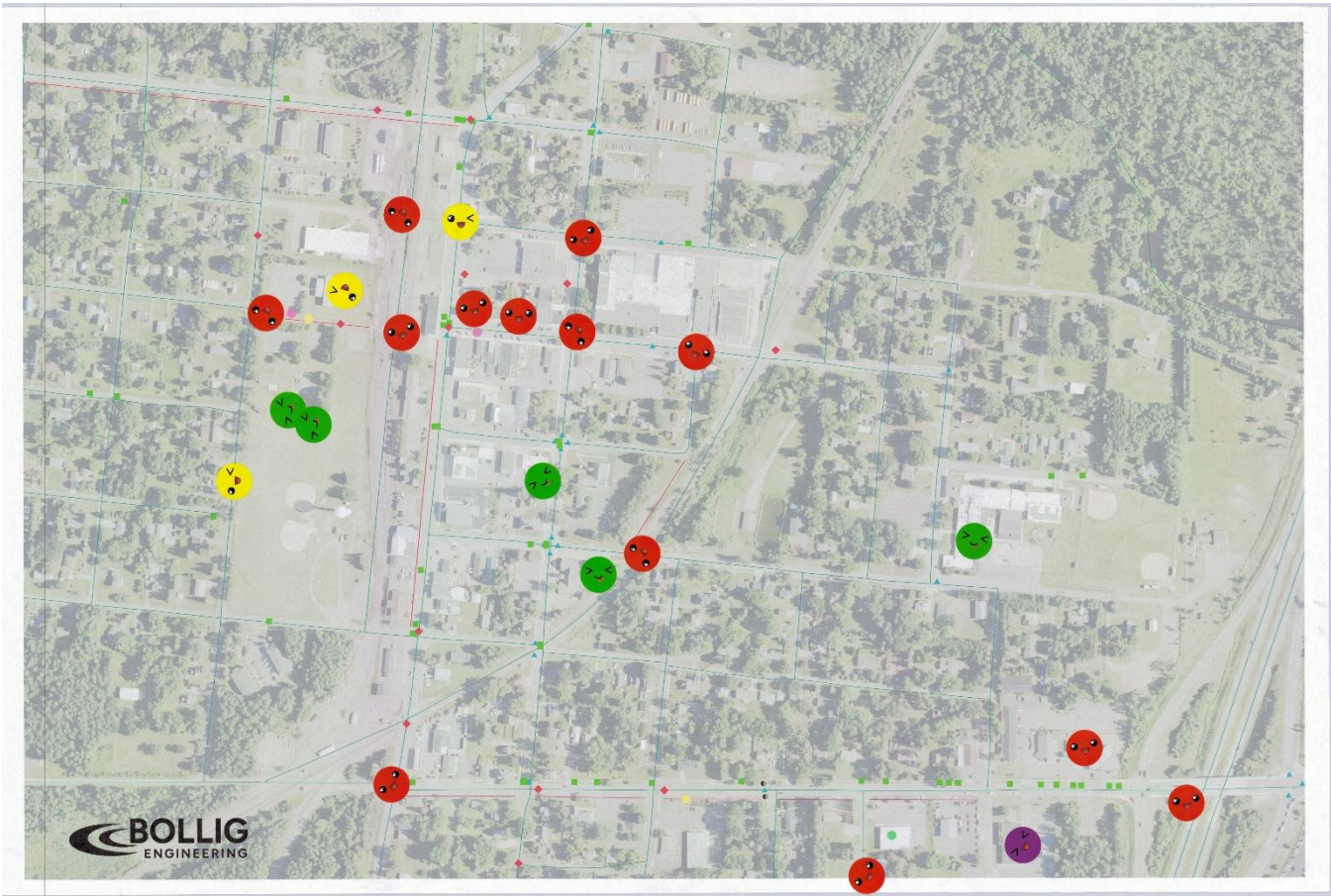
Assumptions and Uncertainties

- Engagement was exploratory; participation was not statistically representative.
- Map details and intensity should be validated against original map data and follow-up outreach.
- Technical analyses (traffic counts, sight-distance, ADA review, drainage, cost estimating) required to confirm feasibility and prioritize investments.

Photos and appendices



1721 Technology Drive NE  
 Suite 100, Willmar, MN 56201  
 320.235.2555



Sincerely,



Barbara Midgarden Marks  
Senior Architectural Designer

Attachment:  
254078 Hinckley Community Engagement Preliminary Report\_attachment.pdf

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Suite 100, Willmar, MN 56201  
320.235.2555



IMG\_3268.JPG



IMG\_3293.JPG



Main and Lawler.JPG



Main and Power (2).JPG



Main and Power.JPG



Main Downtown(2).JPG



Main Downtown.JPG



MN48 and Oak.JPG



Oak Ave and MN48.JPG



Old 61 and alley.JPG



Old 61 and First (3).JPG



Old 61 and First(2).JPG



Old 61 and First(4).JPG



Old 61 and First.JPG



Old 61 and Main(2).JPG



Old 61 and Main.JPG



Old 61 and MN 48.JPG



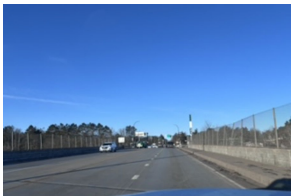
Second and Power(2).JPG



Second and Power.JPG



West Side Park.JPG



35W facing west.JPG



35W MN48.JPG



35W south turnlane.JPG



35W south turnlane(2).JPG



Barry Ave and MN48.JPG



Community Center.JPG



Dunn and Main.JPG



Dunn and Second.JPG



Dunn Ave.JPG



First and Lawler(2).JPG



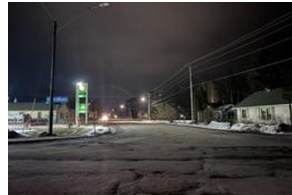
First and Lawler.JPG



IMG\_3253.jpg



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IMG\_3255.jpg



IMG\_3257.jp

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**Agenda Item**

Housing Study Update

**Meeting Date**

March 10, 2026

**Prepared By**

Leaha Jackson, City Administrator, and  
Mark Perry, Planning and Zoning Administrator

**Background**

At the last EDA meeting, commission members asked staff to put together an RFP to bring back to the board.

The City of Hinckley last updated its housing study in 2018. These studies usually examine the current housing supply, condition, and affordability, and identify gaps. This data can then be used for planning purposes and to attract developers to create housing in our area. Housing can be considered an economic development driver, as employers and business site selectors/developers need a nearby workforce to draw from. This data can also be used for tax credit and other funding applications for the City and potential developers. It can also serve as a catalyst to encourage developers to work on housing in our community.

The last update cost was around \$10,000 and could potentially be up to \$15,000 to complete now. The Initiative Foundation offers a twice-yearly Economic, Community, and Workforce Development Grant opportunity that the city could apply for to help cover part of the cost. The next round is from April 21 to May 29.

**Recommended Action**

Consider a motion to fund an update to the City of Hinckley’s Housing Study, approve the attached Request for Proposals, and request the Hinckley City Council to apply for the Initiative Foundation's Economic, Community, and Workforce Development Grant opportunity.

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EDA Action:      Motion by: \_\_\_\_\_      Second by: \_\_\_\_\_

Motion to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voted in Favor: \_\_\_\_\_ Voted Against: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Tabled: \_\_\_\_\_ No Action: \_\_\_\_\_

## REQUEST FOR PROPOSALS – CITY OF HINCKLEY HOUSING NEEDS ANALYSIS 2026

The City of Hinckley is soliciting proposals from reliable consulting firms to conduct a Housing Needs Analysis Assessment.

### Background:

The City of Hinckley is situated between three of Minnesota's largest metropolitan areas:

- Minneapolis/St. Paul to the south,
- Duluth/Superior, WI to the north, and
- St. Cloud to the west.

Many communities within the region are seeking new/increased housing, economic, and community development capacity. Rural communities in the region have limited resources to meet their changing housing needs in the current economy. To facilitate this work, the City has expressed a need for, and interest in, pursuing a housing and community development plan. The first task is the preparation of an updated housing study informed by demographics and the current market conditions.

### Purpose:

The City of Hinckley seeks to engage a consultant to prepare a Housing Needs Assessment. The selected consultant will be requested to update the most recently available housing needs analysis report identified as the "City of Hinckley Housing Study" completed in June 2018. The consultant will be provided access to this study by the City.

### Scope:

The consultant will be expected to conduct a thorough County and City level examination of demographic and housing market information to determine the existing and potential market demand throughout the City. This analysis at a minimum should include:

1. Demographic Analysis
  - a. Population and Household data including growth trends and projections.
  - b. Employment including job growth projections, industrial/economic expansions, natural resources promoting tourism, wage data, transportation corridors, and regional connectivity or deficiencies.
  - c. Age distribution
  - d. Income
2. Housing Analysis including building permit data, age of housing, housing conditions, and number of units per structure.

3. For Sale Market Analysis including information on housing values, sales data, subdivision data, information deemed relevant to the for-sale housing market.
4. Rental Market Analysis including information on existing rental properties related to rents, vacancies, and amenities. Also include information on pending developments and interview local Realtors on rental housing needs.
5. Senior Market Analysis including information on existing properties related to rents, vacancies, services and amenities, and resident profiles. Also identify information on pending developments.
6. Recommendations should include a review of the findings and identification of market demand based on analysis in the for-sale, rental and senior housing markets and any other housing needs that are identified. (i.e. homeless youth, shelters, etc.)

This information will be shared with decision-makers and funders providing them with a better understanding of the City's current housing market by providing credible data and background information that can be used to support specific housing initiatives, and/or to develop programs that address the City's housing needs. The ideal candidate will use both primary data (gathered through surveys and in-person interviews) and secondary data research.

Detailed recommendations should include:

- Short-term and long-term growth projections;
- Total number of residential units and vacant lots;
- The residential unit mix, sizes, rents and occupancy;
- Housing characteristics, age and conditions;
- Residential sale prices, resale values, and foreclosures;
- Specific housing features or amenities;
- Existing employment opportunities; wages; and growth potential;
- The City's "competitiveness" indicating its economic and housing strengths, weaknesses and needs.

**Timeline:**

Response to this RFP must be received by the City of Hinckley at the designated address no later than \_\_\_\_\_, 2026. The City expects to select a consultant no later than \_\_\_\_\_, 2026. The Housing Needs Analysis shall be completed no later than \_\_\_\_\_, 202\_\_.

**Submittal Requirements:**

Respondents should include a Statement of Qualifications which describes their background, skills and previous work experience, including references. Respondents shall also provide one copy of the proposal, along with one example of a completed Housing Study similar in scope to that being proposed in this RFP.

**Selection Criteria:**

All responses will be evaluated based on total cost of the proposed work, the stated ability to comply with the time line prescribed in this RFP, and the extent to which the proposed Housing Needs Analysis best meets the objectives of the City of Hinckley, in its best judgment, as specified in the Purpose and Background sections of this RFP.

**Contingencies:**

The City of Hinckley intends to proceed with the proposed Housing Needs Assessment provided the work can be completed within its budget. The City of Hinckley reserves the right to negotiate a revised scope of work with the selected consultant in order to complete the study with available resources. The decision on whether or not to proceed will be made at the sole discretion of the City of Hinckley.

**Contact:**

The City of Hinckley will serve as the single point of contact for all respondents. Any questions relative to the RFP should be sent via email to Mark Perry or Leaha Jackson at [planner@cityofhinckley.com](mailto:planner@cityofhinckley.com) or [cityadmin@cityofhinckley.com](mailto:cityadmin@cityofhinckley.com) For U.S. Post Office delivery or via Fed/Ex, UPS or similar carrier, mail or deliver your proposal to:

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106 First St. SE  
Hinckley, MN 55037