



Meeting Agenda
City of Mora Economic Development Authority
2:00 PM Tuesday, November 1, 2022
Mora City Hall

Mora City Hall
101 Lake Street S
Mora, MN 55051
Kanabec County,
Minnesota

The Economic Development Authority (EDA) is responsible for improving the community's economic condition through job creation, tax base growth, and other means.

1. Call to Order

2. Roll Call:

Jody Anderson
Brett Baldwin
Sara Treiber
Bob Jensen
Dan Johnson
Rose Krie
Alan Skramstad

3. Adopt Agenda *(No item of business shall be considered unless it appears on the agenda for the meeting. Board members may add items to the agenda prior to adoption of the agenda.)*

4. Minutes

- a. Approve Minutes from August 2, 2022

5. Claims

- a. Approve claims from July, August, September, October 2022 *(Can be done as one motion.)*

6. Open Forum

(Individuals may address the committee about any item not contained on the regular agenda. There is a maximum of fifteen (15) Minutes set aside for open forum. A maximum of three (3) minutes is allotted per person. The EDA will take no official action on items discussed at the forum, with the exception of referral to staff for future report.)

7. Special Business

- a. Introduction of Jim Hartshorn, Kanabec County EDA Director

8. New Business

- a. 2022 EDA Budget Amendment
- b. 2023 EDA Budget and 2023 Fee Schedule
- c. 2023 EDA Meeting Schedule
- d. 2022 Tax Abatement Report – Northland Process Piping
- e. 2022 Tax Abatement Report – JCF Properties
- f. Comprehensive Economic Development Strategy

9. Old Business

10. Communications

- a. Kanabec County EDA Minutes

- b. DEED Releases New County Profiles

11. Reports

- a. Sara King EDA Quarterly Financial Report – 3rd Quarter 2022
- b. Central Minnesota Housing Partnership Small Cities Development Program
- c. Kirsten Faurie, Community Development Director

12. Adjournment

The next regular meeting of the Mora EDA is scheduled for: **2 p.m. Tuesday February 7, 2023**

**City of Mora, MN
ECONOMIC DEVELOPMENT AUTHORITY
Meeting Minutes**

August 2, 2022

1. **Call to order.** Skramstad called the meeting to order at 2:00 p.m.
2. **Oath of Office:** Sara Treiber took the Oath of Office
3. **Roll Call.**
Commissioners Present: Jody Anderson, Brett Baldwin, Sara Treiber, Rose Krie, Alan Skramstad
Commissioners Absent: Bob Jensen, Dan Johnson
Staff Present: Glenn Anderson, Kirsten Faurie, Natasha Segelstrom, Sara King
Others Present: Rebecca Williams
4. **Adopt Agenda.** MOTION by J. Anderson to adopt the August 2, 2022 agenda as presented, seconded by Krie and carried unanimously.
5. **Minutes.** MOTION by J. Anderson to approve the March 2, 2022 minutes as presented, seconded by Krie and carried unanimously.
6. **Claims.** MOTION by Baldwin to approve the March, April, May and June 2022 claims as presented, seconded by Krie and carried unanimously.
7. **Open Forum.** Skramstad called for open forum; no comments were made.
8. **Special Business.**
 - a. **Subordination Agreement Northstar Pontoons:** G. Anderson explained the subordination agreement to the commission: that if the situation arose, the city would be second to the bank when securing repayments from the borrower. Guest Rebecca Williams spoke on behalf of Derek Carlson. Williams informed the commissioners this loan was meant to be a bridge loan with the goal of expansion.
MOTION by J. Anderson to have the city attorney review the agreement and recommend approval to the City Council contingent upon the attorney's approval.
Baldwin seconded; motion carried unanimously.
9. **New Business**
 - a. **EDA Budget:** G. Anderson explained changes to the budget, expounding on the increase in EDA professional services. Anderson noted the increase was for potential unforeseen expenses that could arise when implementing economic development initiatives, such as increasing local childcare capacity. Commission approval would be needed before these funds were used. Discussion continued among the commissioners and staff regarding potential options and projects to increase childcare, and the level of involvement the city might have.

MOTION by Baldwin to approve the preliminary EDA Budget as presented, seconded by Krie and carried unanimously.

10. Old Business

- a. **COVID-19 Funds: EDA Intent:** King presented to the commission that the COVID Emergency Assistance Fund Policy stipulates that as each COVID loan is paid back in its entirety, the funds would be transferred back to the EDA's Mora Industrial Commercial (MIC) loan program. King reported \$22,000 had been repaid; \$54,000 was unused for a total of \$76,000. Considering there was upcoming inquiries in the MIC Loan program, King noted the EDA may want to transfer the funds from the COVID loan program to the MIC loan program.

King noted there was one outstanding COVID loan which could possibly be collected through the MN Dept. of Revenue's Revenue Recapture Program. Commissioners directed King to move forward with the Revenue Recapture Program.

MOTION by Baldwin to transfer \$76,000 from the COVID loan program to the MIC loan program. Second by J. Anderson; motion carried unanimously.

11. Communications

- a. Initiative Foundation Thank You
- b. GPS 45:93 East Central MN named Smart 21 Community

12. Reports.

- a. Quarterly Financial Reports.
 - b. Accountant Sara King reviewed 1st and 2nd Quarter 2022 financial reports. There were no questions or discussion.
 - c. Reviewed written report from Angela Grafstrom
 - d. Reviewed written report from Faurie
- The commissioners directed Faurie to research the status of the Small Cities Development Program

13. Adjournment. MOTION by Krie to adjourn, second by Baldwin; motion carried unanimously.

The next meeting of the Economic Development Authority is 2:00 p.m. Tuesday, November 1, 2022.

Alan Skramstad, President

Kirsten Faurie

CITY OF MORA
CHECK LIST-EDA

08/11/22 10:48 AM

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 058600 MN DEPT OF EMP & ECON DEV						
058600	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 058600 MN DEPT OF EMP & ECON DEV						\$3,854.58
CHECK # 058663 ST CLOUD STAMP & SIGN						
058663	ST CLOUD STAMP	ECONOMIC	ECONOMIC DEVEL	Other Operating Sup	FAURIE NAME PLATE	\$3.43
CHECK # 058663 ST CLOUD STAMP & SIGN						\$3.43
CHECK # 058712 KANABEC PUBLICATIONS, INC						
058712	KANABEC PUBLICA	ECONOMIC	ECONOMIC DEVEL	Office Supplies	FAURIE BUSINESS CARDS	\$13.80
CHECK # 058712 KANABEC PUBLICATIONS, INC						\$13.80
						\$3,871.81

CITY OF MORA

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 058950 AMAZON CAPITAL SERVICES						
058950	AMAZON CAPITAL	ECONOMIC	ECONOMIC DEVEL	Office Supplies	FAURIE DATE STAMP	\$3.50
CHECK # 058950 AMAZON CAPITAL SERVICES						\$3.50
CHECK # 058995 CARDMEMBER SERVICE						
058995	CARDMEMBER SER	ECONOMIC	ECONOMIC DEVEL	Small Tools & Equip	FAURIE OFFICE CHAIR-OFFICE	\$60.00
CHECK # 058995 CARDMEMBER SERVICE						\$60.00
CHECK # 058997 MN DEPT OF EMP & ECON DEV						
058997	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 058997 MN DEPT OF EMP & ECON DEV						\$3,854.58
CHECK # 059016 CAMPBELL KNUTSON, P.A.						
059016	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	NORTHSTAR	\$64.00
CHECK # 059016 CAMPBELL KNUTSON, P.A.						\$64.00
CHECK # 059044 ODP BUSINESS SOLUTIONS LLC						
059044	ODP BUSINESS SOL	ECONOMIC	ECONOMIC DEVEL	Office Supplies	OFFICE SUPPLIES	\$2.57
CHECK # 059044 ODP BUSINESS SOLUTIONS LLC						\$2.57
						\$3,984.65



MEMORANDUM

Date: November 1, 2022
 To: Economic Development Authority
 From: Sara B. King, Accountant
 RE: EDA Fund 2022 Budget Amendment

SUMMARY

Budget amendments are periodically needed to align the EDA's spending plan.

BACKGROUND INFORMATION

During the 2021 audit process, city staff learned that generally-accepted accounting rules require funds provided to the EDA from both the City and Utility to be considered "contributions" and not "transfers". Amending the EDA Fund budget demonstrates the EDA's desire for good financial stewardship.

Relating to Accounting Rules for Contributions to the EDA:

Type	Account Code	Account Description	Current 2022 Budget	(Proposed) Amended 2022 Budget	Change from Current Budget (\$)	Justification
Revenue	R 227-47610-36230	Contributions & Donations	\$ -	\$ 40,000	\$ 40,000	Staff learned during the 2021 audit process that funds provided to the EDA from both the City and Utility must be considered "contributions" and not "transfers".
Revenue	R 227-47610-39211	Trf from General Fund	20,000	-	(20,000)	Staff learned during the 2021 audit process that funds provided to the EDA from both the City and Utility must be considered "contributions" and not "transfers".
Revenue	R 227-47610-39216	Trf from Enterprise Fund	20,000	-	(20,000)	Staff learned during the 2021 audit process that funds provided to the EDA from both the City and Utility must be considered "contributions" and not "transfers".
			\$ 40,000	\$ 40,000	\$ -	Net effect to EDA Reserve Balance

OPTIONS & IMPACTS

- A. Motion to approve 2022 budget amendments, as presented.
- B. Do not approve 2022 budget amendments.

RECOMMENDATIONS

Motion to approve 2022 budget amendments, as presented.



MEMORANDUM

Date: November 1, 2022
To: Economic Development Authority
From: Glenn Anderson, City Administrator
RE: 2023 EDA Budget and Fee Schedule

SUMMARY

The EDA will review and adopt the 2023 budget and fee schedule.

BACKGROUND INFORMATION

The EDA reviewed the proposed 2023 budget at their August meeting and suggested no changes. The proposed budget reflects a 57.2% increase from the EDA's 2022 budget. Major factors for this change include:

Expenditures:

- Increase of \$24,850 in EDA professional services
- Increase of \$1,200 in meetings, training, and travel for anticipated trainings for Kirsten
- Increase of \$750 in contributions.
- Decrease in wages and benefits

Revenues:

- [no changes proposed]

While there is an increase in EDA professional services for possible expenses when implementing economic development initiatives, it is important to note that the 2023 budget includes a \$29,699 deficit and staff does not recommend continuing to budget for a deficit in the long term.

Attached for review is the proposed 2023 fee schedule. Staff is proposing no significant changes from the 2022 adopted fee schedule.

If the EDA does not adopt the 2023 budget at the November meeting, the board will need to schedule another special meeting this year to adopt the budget. Staff recommends no later than December 2nd if a special meeting is necessary.

RECOMMENDATIONS

Motion to adopt the 2023 budget as presented.
Motion to adopt the 2023 fee schedule as presented.

Attachments

2023 Proposed EDA Budget & Fee Schedule



CITY OF MORA

Budget Prelim - Revenue - EDA

Current Period: September 2022

Budget-2023

Preliminary

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Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
FUND 227 ECONOMIC DEVELOPMENT FUND								
Dept 47610 ECONOMIC DEVELOPMENT								
33422 Other State Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210 Interest Earnings	\$105.48	\$50.00	\$25.53	\$20.00	\$17.48	\$30.00	\$10.00	50.00%
36213 Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36215 Dividends	\$22.00	\$5.00	\$27.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36220 Rent	\$1,143.80	\$1,144.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230 Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00	0.00%
37150 Misc Income	\$0.00	\$0.00	\$6,262.26	\$0.00	\$4.60	\$0.00	\$0.00	0.00%
39211 Trf from General Fund	\$21,109.90	\$20,000.00	\$20,000.00	\$20,000.00	\$15,000.03	\$0.00	-\$20,000.00	-100.00%
39216 Trf from Enterprise Fund	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$15,000.03	\$0.00	-\$20,000.00	-100.00%
Dept 47610 ECONOMIC DEVEL	\$42,381.18	\$41,199.00	\$46,314.79	\$40,020.00	\$30,022.14	\$40,030.00	\$10.00	
FUND 227 ECONOMIC DEVELOPME	\$42,381.18	\$41,199.00	\$46,314.79	\$40,020.00	\$30,022.14	\$40,030.00	\$10.00	



CITY OF MORA

Budget Prelim - Revenue - EDA

Current Period: September 2022

Budget-2023

Preliminary

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Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
FUND 230 RED LOAN FUND								
Dept 47820 RED LOAN PROGRAM								
33422 Other State Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200 MN Invest Fund Revenue	\$18,501.96	\$10,570.00	\$10,573.86	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210 Interest Earnings	\$153.83	\$110.00	\$37.22	\$20.00	\$25.49	\$50.00	\$30.00	150.00%
36213 Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37150 Misc Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 47820 RED LOAN PROGR	\$18,655.79	\$10,680.00	\$10,611.08	\$20.00	\$25.49	\$50.00	\$30.00	
FUND 230 RED LOAN FUND	\$18,655.79	\$10,680.00	\$10,611.08	\$20.00	\$25.49	\$50.00	\$30.00	



CITY OF MORA

Budget Prelim - Revenue - EDA

Current Period: September 2022

Budget-2023

Preliminary

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Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
FUND 232 MIC LOAN FUND								
Dept 47825 MIC LOAN PROGRAM								
33422 Other State Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210 Interest Earnings	\$316.98	\$240.00	\$76.67	\$50.00	\$18.56	\$50.00	\$0.00	0.00%
36213 Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37150 Misc Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39212 Trf from Special Revenue Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$76,000.00	\$0.00	\$0.00	0.00%
Dept 47825 MIC LOAN PROGR	\$316.98	\$240.00	\$76.67	\$50.00	\$76,018.56	\$50.00	\$0.00	
FUND 232 MIC LOAN FUND	\$316.98	\$240.00	\$76.67	\$50.00	\$76,018.56	\$50.00	\$0.00	



CITY OF MORA

Budget Prelim - Revenue - EDA

Current Period: September 2022

Budget-2023

Preliminary

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Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
	\$61,353.95	\$52,119.00	\$57,002.54	\$40,090.00	\$106,066.19	\$40,130.00	\$40.00	



CITY OF MORA

Budget Prelim - Expenditures - EDA

Current Period: September 2022

Budget-2023

Preliminary

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Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
FUND 227 ECONOMIC DEVELOPMENT FUND								
Dept 47610 ECONOMIC DEVELOPMENT								
101 Wages & Salaries	\$16,879.26	\$18,256.00	\$15,360.17	\$18,509.00	\$8,870.88	\$16,454.00	-\$2,055.00	-11.10%
121 PERA	\$1,243.55	\$1,290.00	\$1,021.01	\$1,323.00	\$665.35	\$1,168.00	-\$155.00	-11.72%
122 FICA	\$1,014.85	\$1,132.00	\$932.67	\$1,148.00	\$545.22	\$1,020.00	-\$128.00	-11.15%
123 Medicare	\$237.27	\$265.00	\$218.08	\$268.00	\$127.47	\$239.00	-\$29.00	-10.82%
130 VEBA or H.S.A.	\$0.00	\$0.00	\$80.00	\$240.00	\$40.00	\$240.00	\$0.00	0.00%
131 Health Insurance	\$1,370.48	\$1,574.00	\$1,624.56	\$3,120.00	\$1,238.54	\$3,360.00	\$240.00	7.69%
132 Life Insurance	\$31.58	\$28.00	\$25.01	\$28.00	\$19.39	\$28.00	\$0.00	0.00%
133 Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$12.18	\$21.00	\$21.00	0.00%
200 Office Supplies	\$6.62	\$50.00	\$23.69	\$50.00	\$34.88	\$50.00	\$0.00	0.00%
218 Other Operating Supplies	\$11.66	\$25.00	\$14.91	\$25.00	\$6.19	\$25.00	\$0.00	0.00%
230 Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
240 Small Tools & Equipment	\$16.32	\$0.00	\$7.23	\$0.00	\$55.30	\$0.00	\$0.00	0.00%
303 Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304 Legal Services	\$2,195.20	\$2,000.00	\$243.90	\$2,000.00	\$881.00	\$2,000.00	\$0.00	0.00%
312 Professional Services - Misc	\$4,473.80	\$7,150.00	\$7,000.00	\$150.00	\$3,000.00	\$25,000.00	\$24,850.00	16566.67%
321 Telephone	\$64.00	\$125.00	\$76.41	\$125.00	\$46.89	\$100.00	-\$25.00	-20.00%
322 Postage	\$0.00	\$20.00	\$0.00	\$20.00	\$0.00	\$20.00	\$0.00	0.00%
331 Meetings, Training, & Travel	\$129.84	\$300.00	\$0.00	\$300.00	\$51.00	\$1,500.00	\$1,200.00	400.00%
343 Advertising	\$45.15	\$500.00	\$1,314.58	\$500.00	\$0.00	\$500.00	\$0.00	0.00%
344 Contributions	\$2,250.00	\$5,584.00	\$5,076.25	\$2,250.00	\$2,250.00	\$3,000.00	\$750.00	33.33%
360 Insurance	\$112.99	\$120.00	\$103.01	\$110.00	\$83.70	\$130.00	\$20.00	18.18%
361 Workers Comp Insurance	\$64.68	\$130.00	\$107.88	\$147.00	\$53.64	\$167.00	\$20.00	13.61%
433 Dues & Subscriptions	\$850.00	\$1,145.00	\$850.00	\$850.00	\$850.00	\$1,000.00	\$150.00	17.65%
437 Miscellaneous	\$0.00	\$50.00	\$0.00	\$25.00	\$0.00	\$0.00	-\$25.00	-100.00%
445 Property Tax Expense	\$7,158.00	\$1,000.00	\$968.00	\$12,500.00	\$968.00	\$12,500.00	\$0.00	0.00%
500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
711 Trf to General Fund	\$652.00	\$639.00	\$579.00	\$668.00	\$0.00	\$1,207.00	\$539.00	80.69%
712 Trf to Special Revenue Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 47610 ECONOMIC DEVEL	\$38,807.25	\$41,383.00	\$35,626.36	\$44,356.00	\$19,799.63	\$69,729.00	\$25,373.00	
FUND 227 ECONOMIC DEVELOPM	\$38,807.25	\$41,383.00	\$35,626.36	\$44,356.00	\$19,799.63	\$69,729.00	\$25,373.00	

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[illegible]



CITY OF MORA

Budget Prelim - Expenditures - EDA

Current Period: September 2022

Budget-2023

Preliminary

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Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
	\$128,807.25	\$41,383.00	\$35,626.36	\$44,356.00	\$19,799.63	\$69,729.00	\$25,373.00	

MORA ECONOMIC DEVELOPMENT AUTHORITY 2022 Fee Schedule

**Adopted
XXX-XX-2022**

**Effective
January 1, 2023**

Certified adopted by the authority on
XX/XX/2022.

By: _____

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GENERAL FEES

The following fees apply to all departments and operations:

NSF CHECK FEE\$30.00

PHOTOCOPIES\$0.25

LATE PAYMENT FEE.....5.0%

ECONOMIC DEVELOPMENT

Tax Increment Financing

Application Fee \$7,500

TIF Plan Completion Fee \$7,500

Certificate of Occupancy Rebate \$7,500

Tax Abatement Application.....\$250

Industrial Park Land Purchase Deposit..... \$1,000

All Other Financial Assistance Deposit..... \$1,000

STAFF

Regular-time (per hour)\$58

Over-time (per hour)\$74



MEMORANDUM

Date: November 1, 2022
To: Economic Development Authority
From: Glenn Anderson, City Administrator
RE: 2023 EDA Meeting Schedule

SUMMARY

The EDA will adopt a meeting schedule for 2023.

BACKGROUND INFORMATION

EDA meetings are currently held on a quarterly basis with special meetings scheduled as needed. The 2022 meeting schedule generally included meetings on the first Tuesday of the second month of the quarter (February, May, August and November) at 2:00 pm.

Staff has prepared a draft 2023 EDA Meeting Schedule, based on the 2022 meeting schedule, for the board's consideration. The attached schedule also provides suggested dates for special meetings, if needed.

This is the board's opportunity to discuss any desired change to the meeting day or time.

RECOMMENDATION

Adopt the 2023 EDA Meeting Schedule as presented.

Attachments

Draft 2023 EDA Meeting Schedule



City of Mora Economic Development Authority

2023 Meeting Schedule

Meetings will be held at 2:00 p.m. on the first Tuesday of the second month of the quarter unless otherwise specified. Dates shown stricken are suggested dates for special meetings, if needed.

2023

~~January 3~~

February 7

~~March 7~~

~~April 4~~

May 2

~~June 6~~

~~July 11~~

August 1

~~September 5~~

~~October 3~~

November 7 (General Election Day)

~~December 5~~

JANUARY

S	M	T	W	T	F	S
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29	30	31				

FEBRUARY

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26	27	28				

MARCH

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APRIL

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MAY

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28	29	30	31			

JUNE

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JULY

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30	31					

AUGUST

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13	14	15	16	17	18	19
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27	28	29	30	31		

SEPTEMBER

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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



MEMORANDUM

Date: November 1, 2022
 To: Economic Development Authority
 From: Kirsten Faurie, Community Development Director
 RE: 2022 Tax Abatement Report – Northland Process Piping

SUMMARY

The EDA will receive a tax abatement report from Northland Process Piping (NPP), determine if the business has met its job creation goal, and make a recommendation to the City Council regarding the issuance of the annual abatement payment.

BACKGROUND INFORMATION

The City Council approved the use of tax abatement for Northland Process Piping (NPP) in April 2015. Per the Business Subsidy Agreement, the owners of NPP have agreed to create 15 permanent full-time equivalent (FTE) jobs over the course of the 12-year tax abatement period with a total possible abatement of \$37,500. NPP is required to submit a tax abatement report annually by October 1st in order to receive an abatement payment in December.

NPP is required to create 15 permanent FTE jobs meeting specific wage and benefit requirements over the course of the 12-year abatement period. The Business Subsidy Agreement provides a specific timeline for job creation, with a minimum of three FTE jobs being created in each two year period beginning in 2017. Jobs created in 2015 and 2016 were used to meet the MN Investment Fund (MIF) job creation goal of 20 FTE jobs. The new jobs created for tax abatement must be in addition to the 20 FTE jobs created for MIF. For the period of two-year period of January 1, 2021 – December 31, 2022, the business was required to create three jobs.

If the EDA and City Council determine that the job creation goal for the current two-year period (January 1, 2021 – December 31, 2022) has been met, the business will be eligible to receive a tax abatement payment of **\$6,584.06** in December (90% of the city's portion of taxes collected in 2022), upon confirmation from the Kanabec County Auditor-Treasurer's office that 2022 taxes have been paid in full. The city's portion of property taxes collected in 2022 for the two parcels included in the Business Subsidy Agreement was \$7,315.62, which means that the city is still generating tax revenue while offering the financial incentive.

If the EDA and City Council determine that the job creation goal for the current two-year period (January 1, 2019 – December 31, 2020) has not been met, the Business Subsidy Agreement shall become null and void and no future payments shall be provided to the business. If this happens, the business may retain past payments and will not be required to repay the city.

RECOMMENDATION

Review the 2022 tax abatement report submitted by Northland Process Piping and make a recommendation regarding the annual abatement payment consistent with the board's findings.

Attachments

2022 Tax Abatement Report, Northland Process Piping

Northland Process Piping
Tax Abatement Report
9.30.2022

Job Creation Goal:

The business shall create 15 new permanent, non-contract FTE jobs within 12 years of the Benefit Date, with a minimum of 3 FTE jobs being created in each 2 year period beginning in 2017:

3 FTE jobs between January 1, 2017 and December 31, 2018

3 FTE jobs between January 1, 2019 and December 31, 2020

3 FTE jobs between January 1, 2021 and December 31, 2022

3 FTE jobs between January 1, 2023 and December 31, 2024

3 FTE jobs between January 1, 2025 and December 31, 2026

The business shall provide an hourly wage and benefit level for the new FTE jobs equal to at least 110% of the federal poverty level for a family of 4 (\$13.01 in 2018) or the hourly wage, including benefits, if any, for each new FTE must be at least \$14.04 per hour, whichever is greater.

Job Creation Summary:

Benefits Offered:

Indicate total # of employees accepting each benefit:

Dental Insurance	11
Life Insurance	0
Health Insurance	13
Retirement	1
Other	23

Employment Data:

Base employment (Isle)	54
Total jobs created at Mora facility	28
Jobs created for MIF	16
Jobs created for Tax Abatement	12
Jobs <u>not</u> meeting compensation reqt	0

Job Title		Annual Hours	Hiring Date	Hourly Value of Benefits	Hourly Wage	Total Compensation
Office		2080	08/01/19	\$8.79	\$24.52	\$33.31
1	Office	2080	08/01/18	\$8.79	\$17.60	\$26.39
2	Laborer	2080	01/15/21	\$1.00	\$17.60	\$18.60
3	Welder	2080	09/25/18	\$8.79	\$18.46	\$27.25
4	Grinder	2080	04/03/18	\$1.00	\$18.17	\$19.17
5	Laborer	2080	06/04/18	\$8.41	\$18.46	\$26.87
6	Grinder	2080	05/09/16	\$8.41	\$17.60	\$26.01
7	Laborer	2080	10/26/15	\$1.00	\$17.60	\$18.60
8	Welder	2080	08/29/16	\$8.41	\$21.92	\$30.33
9	Welder	2080	04/27/15	\$8.45	\$24.23	\$32.68
10	Welder	2080	06/29/15	\$1.00	\$21.92	\$22.92
11	Machine Operator	2080	04/06/15	\$8.79	\$21.35	\$30.14
12	Welder	2080	09/08/15	\$8.79	\$21.35	\$30.14
13	Maintenance	2080	11/30/16	\$0.00	\$19.90	\$19.90
14	Shipping / Receiving	2080	05/14/15	\$8.79	\$19.62	\$28.41
15	Welder	2080	03/05/15	\$1.00	\$20.77	\$21.77
16	Welder	2080	11/24/14	\$1.00	\$24.81	\$25.81
17	Laborer	2080	06/08/15	\$1.00	\$17.31	\$18.31
18	Office	2080	03/02/15	\$8.45	\$17.31	\$25.76
19	Office	2080	08/10/15	\$8.79	\$27.69	\$36.48
20	Laborer	2080	05/20/15	\$1.00	\$17.31	\$18.31
21	Welder	2080	01/13/15	\$1.00	\$25.62	\$26.62
22	Welder	2080	07/08/15	\$1.00	\$21.06	\$22.06
23	Office	2080	09/19/21	\$1.00	\$18.58	\$19.58
24	Welder	2080	01/13/15	\$1.00	\$25.62	\$26.62
25	Welder	2080	06/14/21	\$1.00	\$21.06	\$22.06
26	Office	2080	09/01/17	\$1.00	\$18.58	\$19.58
27	Laborer	2080	05/20/15	\$1.00	\$17.31	\$18.31

Job Creation Information Provided By:

I certify to the best of my knowledge that the data in this report is true & correct.



Signature of Business Representative

Customer Service

Title

9.30.2022

Date



MEMORANDUM

Date: November 1, 2022
To: Economic Development Authority
From: Kirsten Faurie, Community Development Director
RE: 2022 Tax Abatement Report – JCF Properties

SUMMARY

The EDA will receive a tax abatement report from JCF Properties, LLC (JCF), determine if the business has met its goal of creating residential dwelling units, and make a recommendation to the City Council regarding the issuance of the annual abatement payment.

BACKGROUND INFORMATION

The City Council approved the use of tax abatement for JCF Properties (JCF) in June 2017. Per the Business Subsidy Agreement, the owner of JCF agreed to renovate a former motel into a minimum of 20 residential dwelling units over the course of the 10-year abatement period with a total possible abatement of \$20,000. JCF is required to submit a tax abatement report annually by November 5th in order to receive an abatement payment in December.

JCF was required to create a minimum of 20 residential dwelling units over the course of the 10-year abatement period. The Business Subsidy Agreement provides a specific dollar amount per unit per year abatement payment formula (\$100 / unit / year), based on the number of units available for occupancy as of November 1st each year. Abatement payments will never exceed the amount of taxes payable to and collected by the city for that year.

The city's portion of property taxes collected in 2022 was \$3,633.01.

RECOMMENDATION

Motion to accept the 2022 tax abatement report submitted by JCF Properties and recommend that the annual abatement payment be made in December per the terms of the Business Subsidy Agreement.

Attachments

2022 Tax Abatement Report, JCF Properties (to be distributed at meeting)



MEMORANDUM

Date: November 1, 2022
To: Economic Development Authority
From: Kirsten Faurie, Community Development Director
RE: Survey for Comprehensive Economic Development Strategy

SUMMARY

The EDA will identify economic development priority projects in order to be more competitive for federal EDA funding.

BACKGROUND INFORMATION

Each year the EDA is asked to complete a Survey for Comprehensive Economic Development Strategy (CEDS) for the East Central Regional Development Commission (ECRDC) and U.S. Economic Development Administration. The survey includes general information about the industrial park as well as a list of economic development projects important to the city's future. Projects demonstrating a broader regional impact tend to compete better for federal funds.

The board is always able to propose new projects, and can certainly continue to advocate for projects identified in previous years. There is no minimum or maximum number of projects required; however, staff recommends no more than five to eight projects. Once the board identifies its desired economic development projects, staff will complete and submit the survey to the ECRDC.

OPTIONS & IMPACTS

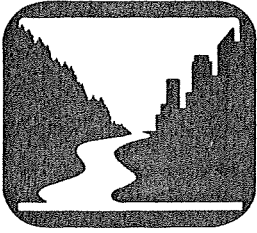
1. Participate in the annual CEDS process by identifying priority economic development projects
2. Do not participate in the annual CEDS survey process

RECOMMENDATIONS

Identify and prioritize approximately five economic development projects to be included in the 2022 Survey for Comprehensive Economic Development Strategy. The board may select projects that have been used in previous surveys or include newly identified projects.

Attachments

Correspondence & CEDS Survey from ECRDC dated September 21, 2022
2021 CEDS Survey submitted by the City of Mora



East Central

Regional
Development
Commission

100 Park Street South
Mora, MN 55051

(320) 679-4065
FAX: (320) 679-4120
e-mail: ecrdc@ecrdc.org
www.region7Erdc.org

*Provider of
technical planning
assistance to units
of government in
East Central
Minnesota*

September 21, 2022

**RE: Survey for Comprehensive Economic Development Strategy
(CEDS)**

Dear Local Unit of Government Official:

The East Central Regional Development Commission is currently updating the regional Comprehensive Economic Development Strategy (CEDS). The Economic Development Administration (EDA) requires this update each year to continue our status as an approved Economic Development District (EDD).

The purpose is to identify economic development projects in the region that may be eligible for federal funding from the EDA. Projects demonstrating a broader regional impact tend to compete better for federal EDA funds. Your participation in the enclosed survey is extremely important to your community's future and the future of this region.

This CEDS survey is part of a planning process designed to benefit all in our region. The information that you provide will be compiled with information from other communities and submitted to the EDA where it will be used to evaluate the "need" of our region, as well as provide a listing of projects that could potentially be eligible for EDA funding.

Please complete the survey and return it in the provided envelope by Friday, October 28, 2022. Thank for your cooperation. Please do not hesitate to call either Jordan Zeller or myself at (320) 679-4065 if you have any questions.

Yours very truly,

Robert L. Voss
Executive Director

Enclosures

East Central Regional Development Commission
100 Park Street South
Mora, MN 55051

Comprehensive Economic Development Strategy (CEDS) Survey

Name of agency or unit of government: **City of Mora**

Address: **101 Lake Street S., Mora, MN 55051**

Telephone: **320-679-1511**

Fax: **320-679-3862**

Contact person: **Community Development Director**

Email: **(vacant)**

Website: **www.ci.mora.mn.us**

Person completing survey: **Lindy Crawford, City Administrator**

I. Project Description:

Please provide a description of each of your projects prioritized below, with Project 1 being the highest priority project, and Project 5 being lowest. Please be as specific as you can with your description, including how projects will benefit your community, the region, labor force, etc. Please also include who the major beneficiaries of the project are, the estimated cost, where you are at in the planning process, and any other information you would deem beneficial when advocating for the project.

PROJECT 1: *TRUNK HIGHWAY TRANSPORTATION ENHANCEMENTS*

Construction of a secondary Snake River bridge to provide safer and easier transit between the community's commercial areas, creating a route to connect employees to jobs and customers to businesses. The existing bridge is scheduled for replacement in 2022 and the proposed bridge would provide an alternate route during construction and would be used for local use afterwards.

PROJECT 2: *DEVELOPMENT AND SYNCHRONIZATION OF MARKETING, TOURISM, AND SOCIAL MEDIA EFFORTS*

This project involves continued and increased marketing and social media efforts combined with actively increasing tourism to spur economic growth.

PROJECT 3: *DEVELOPMENT OF RECREATIONAL ATTRACTION OPPORTUNITIES FOR THE COMMUNITY AND REGION*

The City of Mora has constructed and maintains approximately 6.3 miles of paved multi-use trail and has identified three additional sections which will ultimately create a looped system. In conjunction with Kanabec County, the City will develop a regional trail system with Mora serving as the trail head. This regional trial system will position Mora as a tourist destination and will bring economic opportunities to new and existing businesses.

PROJECT 4: PLANNING AND CONSTRUCTION OF COMMUNITY FACILITIES AND ADAPTIVE RE-USE OF EXISTING BUILDINGS

City wide review of existing community facilities to determine scope of work required to protect and preserve the community's assets. Some of the community's major facilities are over 40 years old and planning for rehabilitation or replacement is currently underway.

PROJECT 5: DEVELOPMENT AND IMPLEMENTATION OF COMMERCIAL AND RESIDENTIAL REVITALIZATION PLANS

The EDA will seek professional input on revitalization strategies for the downtown area. A master plan will be developed with support of the downtown merchants, and funding sought to implement common goals. Also, the EDA will review the Mora HRA's 2014 Comprehensive Housing Needs Analysis for opportunities to improve the housing stock in the community, as well as build on the success of the 2015-2017 Small Cities Development Program commercial and residential rehabilitation project.

PROJECT 6: INSTALLATION OF FIBER OPTIC CABLE IN MORA INDUSTRIAL PARK

In conjunction with current County-wide broadband efforts and to meet the needs of today's businesses, the Mora EDA wishes to install fiber optic cable to the Mora Industrial Park tenants and improve business services. This project would make the industrial park more attractive to high tech businesses which would result in an increase in higher paying jobs for the community.

PROJECT 7: CONSTRUCTION OF A BUSINESS INCUBATOR / SPEC BUILDING IN THE MORA INDUSTRIAL PARK

The Mora Economic Development Authority wishes to construct a 40,000 square foot spec building – shell only – in the Mora Industrial Park in order to create jobs, increase the local tax base and make a long-term investment in the community. The spec building will offer an immediate location for new businesses in the area as well as offer space for existing businesses looking to expand. The spec building would be constructed on city-owned property, and would have the ability to be finished to the exact specifications of the tenant(s).

PROJECT 8: INSTALLATION OF INDUSTRIAL PARK SIGNAGE ON STATE HIGHWAY 23

The Mora EDA wishes to secure a location and install a sign for Mora Industrial Park 1st and 2nd Additions, drawing attention to local businesses and opportunities for new businesses.

II. Based on the projects you listed, please answer the following project benefits: (place a check for primary project benefits)

Project	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
---------	-------	-------	-------	-------	-------	-------	-------	-------

Job Creation			x		x		x	
Job Retention							x	
Livable Wages							x	
Public Facilities	x		x	x				
Housing				x	x			
Social / Recreational		x	x	x				
Downtown Revitalization / Renovation				x	x			
Other	x	x				x		x

If other, please explain:

- 1) Safety
- 2) Support and increased clientele for all businesses; increased awareness of community
- 6) Technology
- 8) Federal EDA funded industrial park

III. Population to Benefit:

Project	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
City	x	x	x	x	x	x	x	x
County	x	x	x	x	x	x	x	
Region	x	x	x	x			x	

IV. Characteristics of Population to Benefit:

Project	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
Unemployment							x	

Low/Moderate Income							x	
Elderly								
Youth								
Entire Community	x	x	x	x	x		x	
Other						x	x	x

If other, please explain:

6) Business community

7) Small business owners and entrepreneurs

8) Industrial business community and City of Mora

V. Job Retention:

Project	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
1 – 5 Jobs								
6 – 10 Jobs							x	
11 – 20 Jobs								
More than 20 Jobs								

VI. Job Creation:

Project	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
1 – 5 Jobs			x		x			
6 – 10 Jobs								
11 – 20 Jobs							x	
21 – 49 Jobs								
More than 50 Jobs								

VII. Project Readiness (planned start date):

Project	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
Within 1 Year		x			x			x
Within 2 Years	x		x	x		x	x	

Within 3 Years								
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VIII. Anticipated Financing Sources (check all that apply)

Project	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8
Economic Development Administration (EDA)	x	x	x	x	x	x	x	x
Essential Function Bonds								
General Obligation Infrastructure Bonds						x		
Revenue Bonds								
MN Housing Finance Agency								
Housing								
Pollution Control Agency								
State Public Facilities Authority								
Tax Increment Financing								
USDA / Rural Development				x				
None Considered								
Other	x	x	x	x	x	x	x	x

If other, please explain:

- 1) MnDOT
- 2) City of Mora
- 3) City of Mora, MnDOT, and MN Department of Natural Resources
- 4) City of Mora
- 5) City of Mora and MN DEED's Small Cities Development Program
- 6) City of Mora
- 7) City of Mora

8) City of Mora

IX. Community Tools

Who are your community's go-to persons for economic development / business rapid response?

1) Name: *Vacant*, Community Development Director

Phone: Day: 320-225-4807 Eve: NA Cell: 320-674-0047

Relationship to City: City employee

2) Name: Lindy Crawford, City Administrator / Public Utilities General Manger

Phone: Day: 320-225-4806 Eve: NA Cell: NA

Relationship to City: City / Utility employee

3) Name: Heidi Steinmetz, Economic Development Director

Phone: Day: 320-209-5031 Eve: NA Cell: NA

Relationship to City: Kanabec County employee

Industrial Parks

Name of industrial park and location:

Mora Industrial Park 2nd Addition

East of State Highway 65 and north of State Highway 23

Size of industrial park: *77.9 acres*

Acres available in industrial park: *17.81 acres (plus 22.38 acres pending, see explanation below)*

Asking price for industrial park land (per acre): *\$12,500*

Infrastructure in place at industrial park (please check all that apply):

Roads: *X* Water: *X* Sewer: *X*

Storm Sewer: *X* Telecom: *X* Other: *Natural Gas*

Are there any plans for expansion of the existing industrial park or create a new industrial park?

Yes: *X* No:

Please explain: *The city has a pending expansion project which would make five additional lots – totaling 22.38 acres – available for development. The lots were platted as part of Mora*

Industrial Park 2nd Addition and the expansion project will include extension of street and utility infrastructure. Funding for this project is not currently available; however, the city is actively seeking grant opportunities.

Total daily water capacity: 700,000 gal. Available daily water capacity: 330,000 gal.

Total daily sewer capacity: 800,000 gal. Available daily sewer capacity: 450,000 gal.

Loan Funds

Does your city have a revolving loan fund? Yes, two revolving loan funds – RED Loan Fund and MIC Loan Fund

RED Loan Fund:

If so, what is its asset base? \$100,861.30 Source of capitalization? MN Investment Fund
(balance due on outstanding loan + funds available to lend)

Funds available to lend? \$100,861.30 Average loan size? \$20,000

MIC Loan Fund:

If so, what is its asset base? \$4,744.27 Source of capitalization? MN Investment
Fund – unrestricted through DEED's One
Time Exception (2018)

Funds available to lend? \$4,744.27 Average loan size? NA

X. Other Information Requested:

What do you believe is the greatest obstacle to the Economic Development of the community or area served by your organization?

Rank from 1 to 5 with 1 being the greatest obstacle.

Adequate housing	1
Inadequate infrastructure	5
Inadequately trained labor force	

Inadequacy of broadband internet	4
Lack of agency staff	
Lack of capital	
Lack of equity funding resources	
Lack of development plan	
Lack of labor force	2
Lack of sites for development	
Lack of transportation	3
Other	

If other, please explain:

XI. Do you currently undertake Business Retention & Expansion (BR&E) visits to local businesses?

Yes: *X* No:

If not, would you be interested in assistance from the East Central Regional Development Commission in starting a BR&E program in your community?

Yes: No: NA: *X*

XI. Do you currently undertake Business Retention and Expansion (BR&E) visits to local businesses?

 X Yes

 No

If not, would you be interested in assistance from the East Central Regional Development Commission in starting a BR&E program in your community?

 Yes

 No

XII. How many businesses in your community have closed because of COVID?

 0 Number

XIII. Are you providing grants to businesses impacted by COVID?

☒ Yes
☐ No

If so, what is the source of these funds: MIC Loan Program/CARES Act funding

XIV. Other than grants, what else are you doing to assist businesses in your community impacted by COVID?

☒ Sending them information on resources to assist
☐ Business Retention & Expansion visits / check-ins
☐ Shop local programs
☐ Holding local hiring events
☐ Other efforts: _____

If so, what is the source of these funds: N/A

XV. Overall, what has been the general impact COVID on your business community?

No Impact		Some Impact		Severe Impact
1	2	<u>3</u>	4	5

XVI. How has the tight labor market impacted your business community?

No Impact		Some Impact		Severe Impact
1	2	3	4	<u>5</u>

XVII. What permanent changes are you seeing in your business community because of COVID / labor shortage? (Please detail)

Some businesses are required to implement a change of hours and/or a change in product offerings due to the lack of available labor. Some laid off employees due to COVID-19.

Thank you for taking the time to complete this survey.

MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

October 12, 2022 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

18 North Vine Street, Mora, MN 55051

and Online/Teleconference via Webex

UNAPPROVED MINUTES

Members Present: Ivan Black, Wayne Davis, Lisa Holcomb, Alison Holland, Craig Smith, Jerry Tvedt, Kirsten Faurie

Members Absent: Lonnie Ness, Kathi Ellis

Staff Present: EDA Director Jim Hartshorn, County Coordinator Kris McNally, Administrative Assistant Kelsey Schiferli

Others Present: City of Mora Administrator Glen Anderson

3:30pm - Vice Chairperson Lisa Holcomb called the meeting to order.

Action #1 – It was moved by Wayne Davis, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Craig Smith, seconded by Jerry Tvedt and carried unanimously to approve the September 14, 2022 minutes as presented.

Introductions were made between the members of the EDA and newly hired EDA Director Jim Hartshorn.

Action #3 – It was moved by Jerry Tvedt, seconded by Alison Holland and carried unanimously to approve payment of the following invoices:

Vendor	Purpose	Amount
Amazon	iPad Case	29.99
B&H Photo	iPad	309.00
Kanabec Soil & Water	Platbook	36.00
ODP Business Solutions (Office Depot)	File Folders & File Sorter	74.68
4 Claims Totaling:		<u>\$449.67</u>

The group reviewed the Fund Balance Report and Revenue/Expenditure Report ending September 30, 2022. Information only, no action was taken.

Lisa Holcomb presented the County Profile for Kanabec County as received by the Minnesota Department of Employment and Economic Development. Information only, no action was taken.

Lisa Holcomb gave an update regarding the Township Association Meeting that took place on October 11, 2022. Information only, no action was taken.

Kris McNally presented the revised proposed 2023 EDA Budget.

Action #4 – It was moved by Craig Smith, seconded by Jerry Tvedt and carried unanimously to approve the revised proposed 2023 EDA Budget as presented with the addition of \$160 to line item 09-701-000-0000-6331, Mileage.

Kris McNally gave an update regarding ECE's Broadband Project. The Reconnect 3 grant application was not approved. ECE plans to submit a revised grant application for the next round of funding which will be "Reconnect 4". They also expect to hear the results of the four Minnesota Border-To-Border (B2B) grant applications in October. Information only, no action was taken.

Lisa Holcomb led a discussion regarding the Gene Anderson Memorial Conference. The group expressed consensus to wait until EDA Chairperson Lonnie Ness is present to further discuss.

Kirsten Faurie gave an update regarding the meeting with the City of Mora. The City is currently researching options to expand childcare in the community.

Lisa Holcomb presented a recommendation from the City of Mora for Kirsten Faurie to be appointed to represent the City on the County EDA.

Action #5 – It was moved by Jerry Tvedt, seconded by Kathi Ellis and carried unanimously to recommend that the County Board Appoints Kirsten Faurie to the County EDA as representative of the City of Mora.

Lisa Holcomb announced that the EDA received a dividend from MCIT in the amount of \$7.00. Information only, no action was taken.

Kris McNally gave an update regarding the process of hiring an EDA Director. The candidate has accepted the County's offer. He has asked for moving expenses up to \$2,000 as well as an iPad in addition to his laptop.

Action #6 – It was moved by Alison Holland, seconded by Craig Smith and carried unanimously to approve the reimbursement of moving expenses incurred by the new EDA Director with receipts up to \$2,000.

Action #7 – It was moved by Wayne Davis, seconded by Jerry Tvedt and carried unanimously to approve the purchase of an iPad for the EDA Director.

The group reviewed comments from the participants of the summer iPad and Chromebook program from Childcare Aware. Information only, no action was taken.

Lisa Holcomb led a discussion regarding a childcare appreciation dinner. The group discussed whether or not the EDA should continue to provide an annual childcare appreciation dinner. The

possibility of partnering with other entities such as the City of Mora or Welia were also discussed. Information only, no action was taken.

Kris McNally led a discussion regarding Minnesota Manufacturing Month.

Action #8 – It was moved by Kathi Ellis, seconded by Alison Holland and carried unanimously to recommend that the County Board proclaim October 2022 as Manufacturing Month in Kanabec County and to publish a “Thank You Manufacturers” ad in the newspaper.

Upcoming Meetings & Events –

GPS:45:93 Meeting – September 23 – 10:30 at Civic Center Park in Princeton

Regular EDA Meeting – October 12 - 3:30pm

Kanabec County Extension Fall for All: Backyard Fruit Growing & Preserving Workshop – September 24 9:00am at Sapsucker Farms

Action #9 – It was moved by Jerry Tvedt, seconded by Wayne Davis and carried unanimously to adjourn the meeting at 4:07pm and to meet again in regular session on Wednesday, October 12, 2022 at 3:30pm in the Kanabec County Courthouse, basement meeting room 3 and via WebEx.

Respectfully submitted,
Kelsey Schiferli
Kanabec County Coordinator's Assistant

MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

September 14, 2022 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

18 North Vine Street, Mora, MN 55051

and Online/Teleconference via Webex

Members Present: Ivan Black, Wayne Davis, Kathi Ellis, Lisa Holcomb, Alison Holland, Craig Smith, Jerry Tvedt

Members Absent: Lonnie Ness

Staff Present: County Coordinator Kris McNally, Administrative Assistant Kelsey Schiferli

Others Present: City of Mora Community Development Director Kirsten Faurie

3:29pm - Vice Chairperson Lisa Holcomb called the meeting to order.

Action #1 – It was moved by Jerry Tvedt, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Kathi Ellis, seconded by Wayne Davis and carried unanimously to approve the August 10, 2022 minutes as presented.

Action #3 – It was moved by Craig Smith, seconded by Alison Holland and carried unanimously to approve the following invoice:

Vendor	Purpose	Amount
Mora Area Chamber of Commerce	2023 Membership Dues	75.00
	1 Claim Totaling:	<u>\$75.00</u>

The group reviewed the Fund Balance Report and Revenue/Expenditure Report ending August 31, 2022. Information only, no action was taken.

Kris McNally presented the revised proposed 2023 EDA Budget.

Action #4 – It was moved by Craig Smith, seconded by Jerry Tvedt and carried unanimously to approve the revised proposed 2023 EDA Budget as presented with the addition of \$160 to line item 09-701-000-0000-6331, Mileage.

Kris McNally gave an update regarding ECE's Broadband Project. The Reconnect 3 grant application was not approved. ECE plans to submit a revised grant application for the next round of funding which will be "Reconnect 4". They also expect to hear the results of the four Minnesota Border-To-Border (B2B) grant applications in October. Information only, no action was taken.

Lisa Holcomb led a discussion regarding the Gene Anderson Memorial Conference. The group expressed consensus to wait until EDA Chairperson Lonnie Ness is present to further discuss.

Kirsten Faurie gave an update regarding the meeting with the City of Mora. The City is currently researching options to expand childcare in the community.

Lisa Holcomb presented a recommendation from the City of Mora for Kirsten Faurie to be appointed to represent the City on the County EDA.

Action #5 – It was moved by Jerry Tvedt, seconded by Kathi Ellis and carried unanimously to recommend that the County Board Appoints Kirsten Faurie to the County EDA as representative of the City of Mora.

Lisa Holcomb announced that the EDA received a dividend from MCIT in the amount of \$7.00. Information only, no action was taken.

Kris McNally gave an update regarding the process of hiring an EDA Director. The candidate has accepted the County's offer. He has asked for moving expenses up to \$2,000 as well as an iPad in addition to his laptop.

Action #6 – It was moved by Alison Holland, seconded by Craig Smith and carried unanimously to approve the reimbursement of moving expenses incurred by the new EDA Director with receipts up to \$2,000.

Action #7 – It was moved by Wayne Davis, seconded by Jerry Tvedt and carried unanimously to approve the purchase of an iPad for the EDA Director.

The group reviewed comments from the participants of the summer iPad and Chromebook program from Childcare Aware. Information only, no action was taken.

Lisa Holcomb led a discussion regarding a childcare appreciation dinner. The group discussed whether or not the EDA should continue to provide an annual childcare appreciation dinner. The possibility of partnering with other entities such as the City of Mora or Welia were also discussed. Information only, no action was taken.

Kris McNally led a discussion regarding Minnesota Manufacturing Month.

Action #8 – It was moved by Kathi Ellis, seconded by Alison Holland and carried unanimously to recommend that the County Board proclaim October 2022 as Manufacturing Month in Kanabec County and to publish a "Thank You Manufacturers" ad in the newspaper.

Upcoming Meetings & Events –

GPS:45:93 Meeting – September 23 – 10:30 at Civic Center Park in Princeton

Regular EDA Meeting – October 12 - 3:30pm

Kanabec County Extension Fall for All: Backyard Fruit Growing & Preserving Workshop – September 24 9:00am at Sapsucker Farms

Action #9 – It was moved by Jerry Tvedt, seconded by Wayne Davis and carried unanimously to adjourn the meeting at 4:07pm and to meet again in regular session on Wednesday, October 12, 2022 at 3:30pm in the Kanabec County Courthouse, basement meeting room 3 and via WebEx.

Respectfully submitted,
Kelsey Schiferli
Kanabec County Coordinator's Assistant

MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

August 10, 2022 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

18 North Vine Street, Mora, MN 55051

and Online/Teleconference via Webex

Members Present: Wayne Davis, Dennis McNally, Craig Smith, Kathi Ellis (via WebEx), Lisa Holcomb (via WebEx)

Members Absent: Ivan Black, Lonnie Ness, Jerry Tvedt

Staff Present: County Coordinator Kris McNally, Administrative Assistant Kelsey Schiferli

Others Present: Mora City Administrator Glenn Anderson, City of Mora Community Development Director Kirsten Faurie

3:37pm - Vice Chairperson Lisa Holcomb called the meeting to order.

Action #1 – It was moved by Craig Smith, seconded by Kathi Ellis and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the July 13, 2022 minutes as presented.

There were no invoices presented for approval. The group reviewed the Fund Balance Report and Revenue/Expenditure Report ending July 31, 2022.

Action #3 – It was moved by Kathi Ellis, seconded by Wayne Davis and carried unanimously to accept the Fund Balance and Revenue/Expenditure Reports ending July 31, 2022.

Kris McNally gave an update regarding the status of the process of hiring an EDA Executive Director. Seven applications were received for the position. Four candidates were interviewed on August 8th. The interview panel expressed consensus to recommend one candidate for a final interview based on that candidate's extensive experience and education. The final interview will take place on Thursday, August 18th. The group discussed the possibility of leasing or purchasing a car that could be used by the EDA Executive Director to travel to meetings and events. Information only, no action was taken.

Lisa Holcomb gave an update regarding the Childcare Capacity Builders (CCB) Grant. The group reviewed the results of the Summer IXL Survey. Lisa Holcomb and Kris McNally will work with the Childcare Capacity Builders Committee to do a final review on the grant in two months.

Other Discussion –

Kathi Ellis gave an update regarding the Ag Society. The Ag Society has been awarded a PACE Grant to replace all outdoor light fixtures on the Kanabec County Fairgrounds. Information only, no action was taken.

Upcoming Meetings & Events –

Next GPS:45:93 Meeting – August 26, 2022 at 10:00am at Nemadji Research

Next Regular EDA Meeting – September 14, 2022 at 3:30pm

Action #4 – It was moved by Wayne Davis, seconded by Craig Smith and carried unanimously to adjourn the meeting at 3:52pm and to meet again in regular session on Wednesday, September 14, 2022 at 3:30pm in the Kanabec County Courthouse, basement meeting room 3 and via WebEx.

Respectfully submitted,
Kelsey Schiferli
Kanabec County Coordinator's Assistant

MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

July 13, 2022 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

18 North Vine Street, Mora, MN 55051

and Online/Teleconference via Webex

Members Present: Ivan Black, Wayne Davis, Lisa Holcomb, Dennis McNally, Craig Smith, Kathi Ellis (via WebEx), and Jerry Tvedt,

Members Absent: Lonnie Ness

Staff Present: County Coordinator Kris McNally, Administrative Assistant Kelsey Schiferli

Others Present: Mora City Administrator Glenn Anderson, Mora City Administrative Services Director Natasha Segelstrom

3:29pm - Vice Chairperson Lisa Holcomb called the meeting to order.

Action #1 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the agenda with the following addition: Item 12b, Braham Industrial Park Grant Application Update.

Action #2 – It was moved by Jerry Tvedt, seconded by Wayne Davis and carried unanimously to approve the June 8, 2022 minutes as presented.

The group reviewed the Fund Balance Report and Revenue/Expenditure Report ending June 30, 2022.

3:30pm – Kathi Ellis joined the meeting via WebEx.

The group continued to review the Fund Balance Report and Revenue/Expenditure Reporting ending June 30, 2022. Information only, no action was taken.

The group reviewed the proposed 2023 EDA Budget Draft #1. Discussion was held regarding PILT, per diems, salaries and revenues. The group expressed consensus to set the 2023 salary budget to accommodate an EDA Director at Range 17, Step C which is approximately \$83,000.

Lisa Holcomb and Kris McNally led a discussion regarding township participation. Hillman Township has verbally indicated their intent to withdraw from the EDA.

Action #3 – It was moved by Kathi Ellis, seconded by Craig Smith and carried unanimously to reduce the Net Budget (Levy) to \$135,000, and increase the Planned Use of EDA Fund Balance by the corresponding amount to make said budget decrease occur in order to make up for the loss of revenue from Hillman Township.

Discussion was held regarding whether or not the EDA should notify the other participating townships that Hillman Township has opted out. Group consensus determined it was unnecessary to notify the other townships at this time.

Kris McNally led a discussion regarding the process of hiring an EDA Director. The group expressed consensus to spend up to \$300 to post the position with the League of Minnesota Cities.

The group reviewed interview questions for the EDA Director position. Information only, no action was taken.

Lisa Holcomb gave an overview of the temporary division of duties in the absence of an EDA Director. Information only, no action was taken.

Kris McNally gave an update regarding the Childcare Capacity Builders (CCB) Grant. The group expressed consensus to reimburse the most recent applicant with the remaining \$230 in grant funds if they choose to purchase an iPad on their own and accept a partial reimbursement.

The group held a discussion regarding a request from the Mora Area Chamber to sponsor the 2022 “Fired Up at the Tower” event.

Action #4 – It was moved by Dennis McNally, seconded by Wayne Davis and carried unanimously to approve sponsoring the 2022 “Fired Up at the Tower” event in Ogilvie on Saturday, August 6th in the amount of \$250.00.

Lisa Holcomb gave an update regarding the Greater MN Infrastructure Grant for Braham Industrial Park. Former EDA Director Heidi Steinmetz worked with the city of Braham to complete the grant application. The City of Braham was awarded the grant in the amount of \$135,000.00. Information only, no action was taken.

City Administrator Glenn Anderson informed the group that Community Development Director Kirsten Faurie will begin working with the City on July 18th. She will be focusing on daycare and housing and will be attending CCB meetings.

Other Discussion –

Dennis McNally led a discussion regarding a conditional use permit issued by Brunswick Township for a roll-off business at highway 65 and 47. Information only, no action was taken.

Kris McNally led a discussion regarding the proposed timeline to conduct interviews for the EDA Director position. Interviews are expected to be completed before the next regular EDA Meeting. Information only, no action was taken.

The group expressed consensus for Kris McNally to contact IXL to request the addition of three applicants into the Childcare Capacity Builders Grant Program if the most recent applicant chooses not to accept partial reimbursement for an iPad.

Upcoming Meetings & Events –

GPS:45:93 Meeting – July 22, 10:00am, Pine County Board Room
Next Regular EDA Meeting – August 10, 3:30pm

Kanabec County Fair – July 28-31

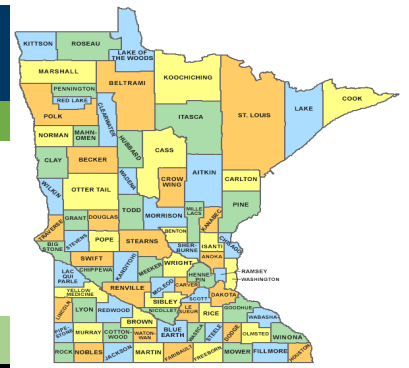
Action #5 – It was moved by Jerry Tvedt, seconded by Wayne Davis and carried unanimously to adjourn the meeting at 4:08pm and to meet again in regular session on Wednesday, August 10, 2022 at 3:30pm in the Kanabec County Courthouse, basement meeting room 3 and via WebEx.

Respectfully submitted,
Kelsey Schiferli
Kanabec County Coordinator's Assistant

COUNTY PROFILE

Kanabec Co.

Kanabec Co. is a part of Economic Development Region 7E, which is located in the Central Planning Region.



POPULATION CHARACTERISTICS

2021 population: **16,159 people**

Kanabec Co. suffered a negative natural increase - more deaths than births from 2020 to 2021, but also experienced net in-migration - meaning more people moved in than moved out. In addition to domestic in-migration, Kanabec Co. welcomed net international in-migration - gaining new Minnesotans from foreign countries (see Table 1).

Table 1. Cumulative Estimates of the Components of Population Change, 2020-2021

	Total Population Change	April 1, 2020 to July 1, 2021					
		Natural Increase	Vital Events		Net Migration		
			Births	Deaths	Total	International	Domestic
Kanabec Co.	127	-72	190	262	202	2	200
State of Minnesota	896	12,512	79,493	66,981	-11,734	4,213	-15,947

Source: U.S. Census Bureau, Population Estimates Program

Kanabec Co.'s population decreased over the past decade, ranking as the 59th fastest growing of the 87 counties in the state from 2010 to 2020. It is now the 52nd largest in the state. Kanabec Co.'s population has an older median age than the state and a larger percentage of people aged 65 years and older. The population is aging, especially as the Baby Boom generation moves through the population pyramid (see Figure 1).

Table 2. Population by Age Group, 2020

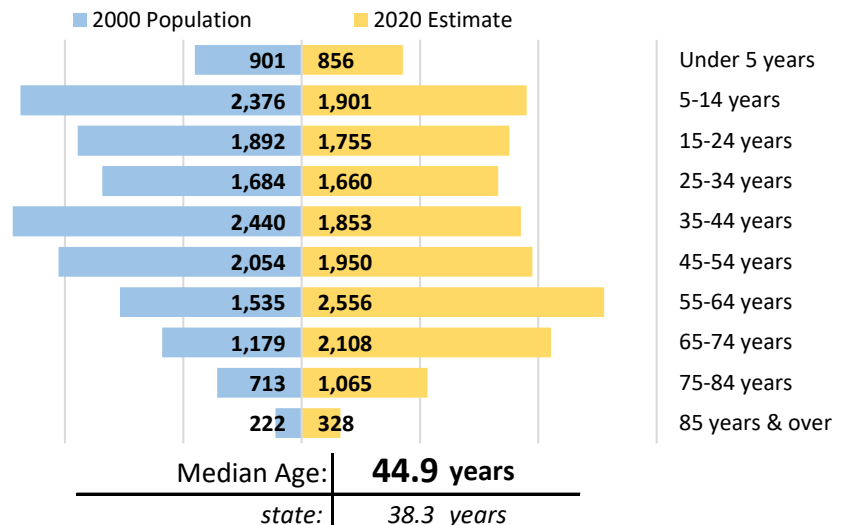
	Number	Percent
Under 5 years	856	5.3%
5-14 years	1,901	11.9%
15-24 years	1,755	10.9%
25-34 years	1,660	10.4%
35-44 years	1,853	11.6%
45-54 years	1,950	12.2%
55-64 years	2,556	15.9%
65-74 years	2,108	13.1%
75-84 years	1,065	6.6%
85 years & over	328	2.0%
Total Population	16,032	100.0%

Source: U.S. Census Bureau, Population Estimates

Population change,
2010-2020

-80 people
-0.5% decline

Figure 1. Population Pyramid, 2000-2020



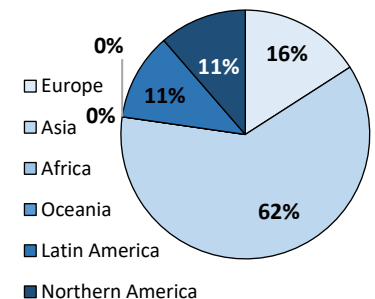
Compared to the state, Kanabec Co. has a smaller percentage of foreign-born residents. From 2010 to 2020, Kanabec Co. saw an increase in the number of foreign-born residents, which was faster than the statewide increase.

Table 3. Place of Birth for the Foreign Born Population, 2020

	Kanabec Co.		Change 2010-2020		Minnesota	
	Number	Percent	Number	Percent	Percent	Change
Foreign-born Population	176	1.1%	44	33.3%	8.2%	28.3%
Europe	28	15.9%	-5	-15.2%	9.7%	1.9%
Asia	108	61.4%	79	272.4%	37.1%	28.5%
Africa	0	0.0%	-44	-100.0%	26.6%	78.2%
Oceania	0	0.0%	0	#DIV/0!	0.4%	15.4%
Americas:	40	22.7%	14	53.8%	26.1%	7.8%
Latin America	20	11.4%	15	300.0%	23.6%	9.6%
Northern America	20	11.4%	-1	-4.8%	2.5%	-6.3%

Source: U.S. Census Bureau, 2016-2020 American Community Survey

Figure 2. Place of Birth for the Foreign Born Population, 2020



COUNTY PROFILE

Kanabec Co.

Kanabec Co.'s population was becoming more racially diverse over time. Since 2010, the county's white population declined, but the number of people of other races increased (see Table 4).

Figure 3. Population by Race, 2020

- White
- Black or African American
- American Indian
- Asian
- Some Other Race
- Two or More Races

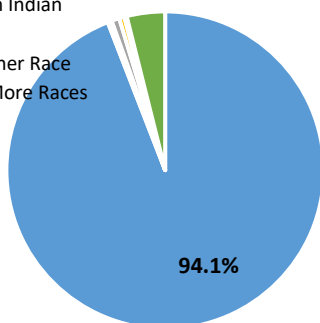


Table 4. Race and Hispanic Origin, 2020	Kanabec Co.			Minnesota	
	Number	Percent	Change from 2010-2020	Percent	Change from 2010-2020
Total	16,032	100.0%	-2.1%	100.0%	8.9%
White	15,088	94.1%	-5.1%	77.5%	-2.6%
Black or African American	67	0.4%	-26.4%	7.0%	54.9%
American Indian or Alaska Native	128	0.8%	96.9%	1.2%	24.0%
Asian or Other Pac. Islanders	84	0.5%	52.7%	5.3%	46.4%
Some Other Race	40	0.2%	17.6%	3.0%	122.8%
Two or More Races	625	3.9%	166.0%	6.1%	221.3%
Hispanic or Latino origin	238	1.5%	26.6%	6.1%	47.9%

Source: U.S. Census Bureau

POPULATION PROJECTIONS

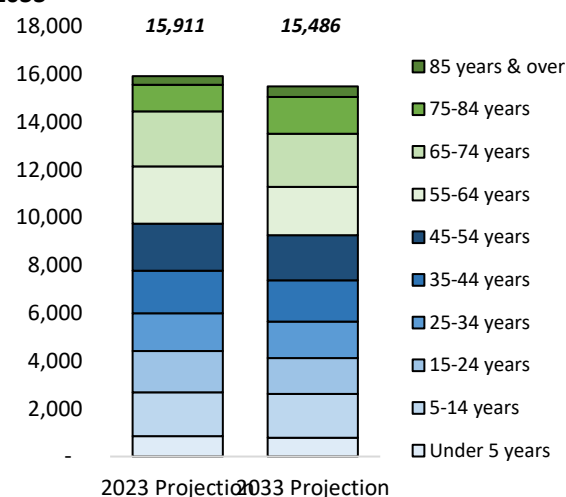
According to the Minnesota State Demographic Center, Kanabec Co.'s population is expected to decline from 2023 to 2033, with a rate of change that is slower than the projected statewide growth rate (5.6%). Despite the decline, the number of people aged 65 years and older is expected to increase over the next decade (see Figure 4 and Table 5).

Table 5. Population Projections by Age Group, 2023-2033

Kanabec Co.	2023 Projection	2033 Projection	Numeric Change	Percent Change
Under 5 years	848	791	-57	-6.7%
5-14 years	1,836	1,829	-7	-0.4%
15-24 years	1,727	1,497	-230	-13.3%
25-34 years	1,587	1,535	-52	-3.3%
35-44 years	1,779	1,720	-59	-3.3%
45-54 years	1,960	1,886	-74	-3.8%
55-64 years	2,399	2,021	-378	-15.8%
65-74 years	2,307	2,222	-85	-3.7%
75-84 years	1,106	1,549	443	40.1%
85 years & over	362	436	74	20.4%
Total Population	15,911	15,486	-425	-2.7%

Source: Minnesota State Demographic Center

Figure 4. Projections by Age Group, 2023-2033



EDUCATIONAL ATTAINMENT

Kanabec Co. has a lower percentage of adults (18 years & over) with at least a high school diploma than the state (92.8%), and a lower percentage of people with at least some college experience. Kanabec Co. also has a lower percentage of people with an Associate's degree and a lower percentage of people with a Bachelor's degree or higher.

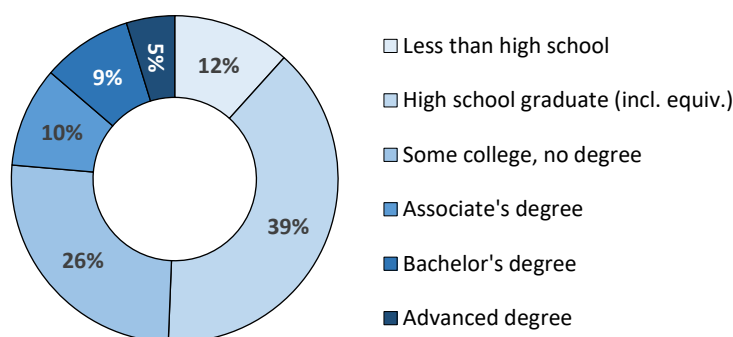
Percentage of the adult population (18 years & over) with at least a high school diploma:

88.3%

College-educated: **49.4%**
state: 68.0%

Associate's Degree: **9.9%**
Bachelor's Degree: **8.9%**
Advanced Degree: **4.8%**

Figure 5. Educational Attainment, 2020



Source: U.S. Census Bureau, 2016-2020 American Community Survey

LABOR FORCE TRENDS

At 5.3%, Kanabec Co. had a higher unemployment rate than the state in 2021. After the pandemic recession Kanabec Co.'s unemployment rate decreased compared to 8.3% in 2020, and declined compared to the 6.2% rate posted in 2019, pre-pandemic. The number of unemployed workers actively seeking work in Kanabec Co. declined over the past year, and is down compared to 2019.

8,885 available workers

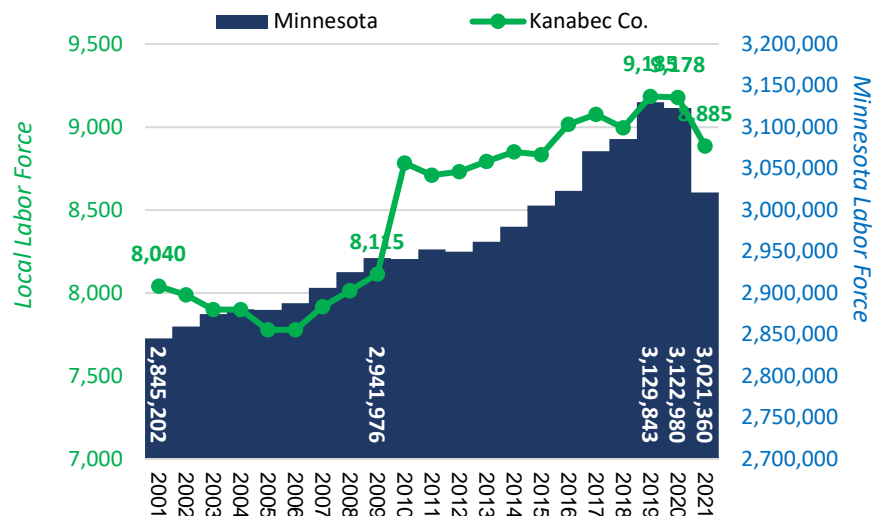
Labor Force change,
2006-2021 **1,106 workers**
14.2% increase

5.3% unemployment rate

3.4% state

471 unemployed workers

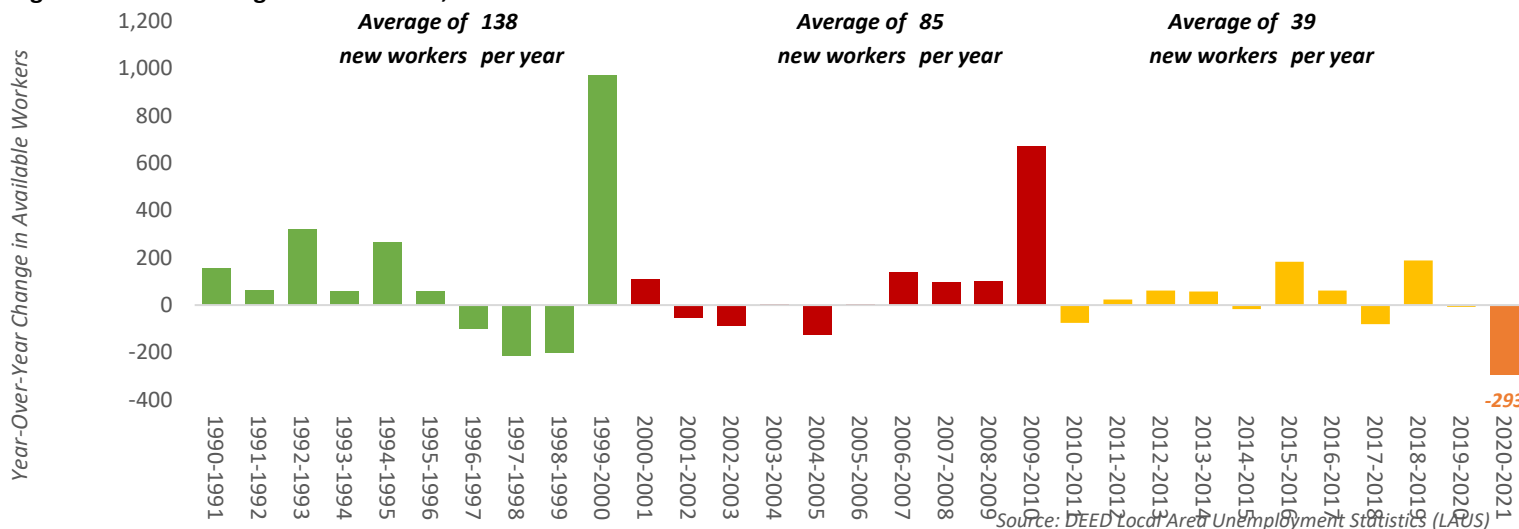
Figure 6. Annual Labor Force Estimates



Source: DEED Local Area Unemployment Statistics

Labor force growth has slowed in recent years. After experiencing a net gain of 137.8 workers each year from 1990 to 2000, Kanabec Co. averaged an annual gain of 85.2 new workers from 2000 to 2010, and most recently a gain of 39.4 new workers since 2010 (see Figure 7). Moving forward, Kanabec Co. is expected to see a labor force decline from 2023 to 2033 (see Table 6).

Figure 7. Annual Change in Labor Force, 1990-2021



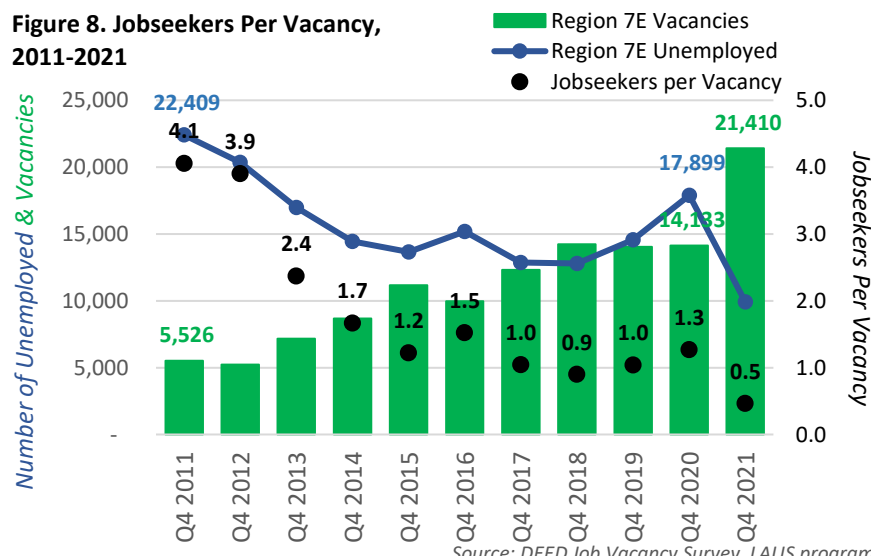
Source: DEED Local Area Unemployment Statistics (LAUS)

Table 6. Labor Force Projections, 2023-2033	Labor Force Projection	
	2023	2033
16 to 24 years	1,082	923
25 to 54 years	4,520	4,362
55 to 64 years	1,515	1,276
65 years & over	636	632
Total Labor Force	7,752	7,193

Source: Minnesota State Demographic Center

The labor market had grown extremely tight in recent years, with less than 1 jobseeker per vacancy until the pandemic recession intervened in early 2020 and the number of unemployed workers spiked. Job vacancies in Central reached new highs in the 4th quarter of 2021, quickly bringing back challenges in finding new workers and the lowest jobseeker-per-vacancy ratio on record (see Figure 8).

Figure 8. Jobseekers Per Vacancy, 2011-2021



Source: DEED Job Vacancy Survey, LAUS program

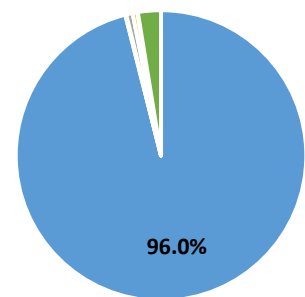
LABOR FORCE CHARACTERISTICS

Kanabec Co. had a lower labor force participation rate than the state. The labor force in Kanabec Co. is less racially diverse than the state (where 84.8% of workers are white alone), but is becoming more diverse over time.

Table 7. Employment Characteristics, 2020

	Kanabec Co.			Minnesota		Labor Force by Gender	
	In Labor Force (available workers)	Labor Force Partic. Rate	Unemp. Rate	Labor Force Partic. Rate	Unemp. Rate	Male	Female
Total Labor Force	8,066	61.2%	4.0%	69.7%	3.6%	4,277	3,783
16 to 19 years	405	51.9%	5.7%	53.2%	11.0%	213	192
20 to 24 years	731	87.4%	3.4%	84.6%	6.0%	388	343
25 to 44 years	2,890	84.5%	5.0%	88.8%	3.2%	1,580	1,311
45 to 54 years	1,805	85.4%	3.9%	87.6%	2.7%	908	897
55 to 64 years	1,669	63.2%	3.7%	73.0%	2.8%	865	804
65 to 74 years	513	25.4%	0.0%	27.9%	2.2%	292	221
75 years & over	47	3.4%	0.0%	6.6%	2.4%	31	15
Employment Characteristics by Race & Hispanic Origin							
White alone	7,744	61.1%	3.7%	69.3%	3.0%		
Black or African American	8	32.0%	0.0%	71.3%	8.8%		
American Indian & Alaska Native	58	75.3%	12.1%	58.9%	12.6%		
Asian or Other Pac. Islanders	43	54.4%	18.6%	71.2%	4.3%		
Some Other Race	4	80.0%	0.0%	77.7%	6.1%		
Two or More Races	206	64.6%	10.2%	73.6%	7.4%		
Hispanic or Latino	107	56.6%	11.2%	76.5%	6.1%		
Employment Characteristics by Disability							
With Any Disability	596	47.9%	4.5%	53.0%	8.6%		
Employment Characteristics by Educational Attainment							
Population, 25 to 64 years	6,368	77.9%	4.4%	84.5%	3.0%		
Less than H.S. Diploma	429	63.0%	6.3%	66.3%	4.2%		
H.S. Diploma or Equivalent	2,253	78.0%	0.8%	78.5%	2.6%		
Some College or Assoc. Degree	2,546	77.0%	3.7%	85.3%	3.0%		
Bachelor's Degree or Higher	1,137	87.5%	1.1%	90.0%	1.7%		

Figure 9. Labor Force by Race, 2020



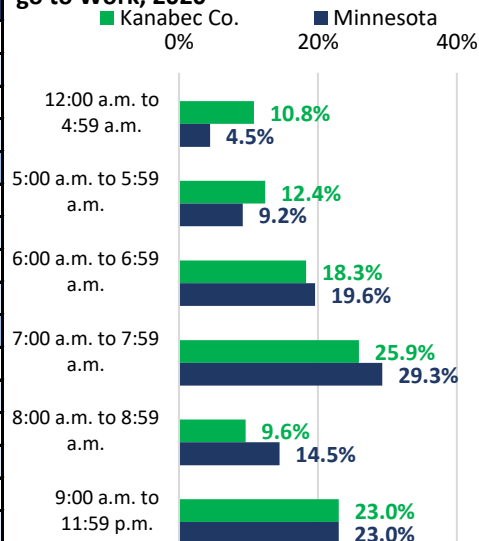
- White alone
- Black or African American
- American Indian & Alaska Native
- Asian or Other Pac. Islanders
- Some Other Race
- Two or More Races

Source: 2016-2020 American Community Survey, 5-Year Estimates

A smaller percentage of workers in Kanabec Co. worked in the same county in which they live compared to the state. Kanabec Co. also had a longer average commute time than the state.

Table 8. Commuting Characteristics, 2020	Kanabec Co.		Minnesota	
	Number	Percent	Number	Percent
Worked in state of residence	7,433	99.1%	2,833,431	97.6%
Worked in county of residence	3,630	48.4%	1,872,503	64.5%
Worked out of county of residence	3,803	50.7%	960,928	33.1%
Worked outside state of residence	68	0.9%	69,675	2.4%
MEANS OF TRANSPORTATION TO WORK				
Car, truck, or van	6,728	89.7%	2,441,512	84.1%
Public transportation (excl. taxicab)	30	0.4%	92,899	3.2%
Other method (walk, bike, taxi, etc.)	360	4.8%	119,027	4.1%
Worked at home	390	5.2%	249,667	8.6%
TRAVEL TIME TO WORK				
Less than 10 minutes	1,275	17.0%	455,788	15.7%
10 to 19 minutes	1,988	26.5%	873,835	30.1%
20 to 29 minutes	1,245	16.6%	644,490	22.2%
30 to 44 minutes	1,148	15.3%	574,815	19.8%
45 to 59 minutes	458	6.1%	194,508	6.7%
60 or more minutes	1,395	18.6%	162,574	5.6%
Mean travel time to work (minutes)	30.7 minutes		23.8 minutes	

Figure 10. Time Leaving Home to go to Work, 2020



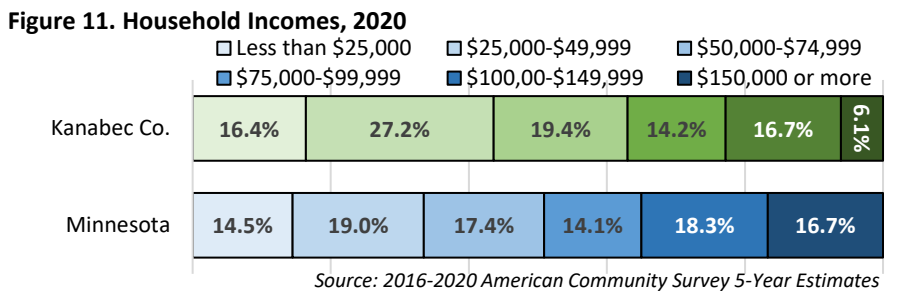
Source: 2016-2020 American Community Survey, 5-Year Estimates

INCOMES, COST OF LIVING, & HOUSING

Kanabec Co. had a lower median household income than the state, and a higher percentage of households with incomes below \$50,000. Overall, Kanabec Co. had the 77th highest median household income of the 87 counties in the state.

Median Household Income	\$57,877
state	\$73,382
Median Family Income	\$71,371
state	\$92,692
Per Capita Income	\$29,055
state	\$38,881

Source: 2016-2020 American Community Survey



The cost of living has increased over the past year with costs up in many areas. Kanabec Co. had a lower cost of living than the state, with a required hourly wage of \$15.7 for a single person living alone to meet a basic needs cost of living, and an hourly wage requirement of \$18.26 for a typical family with 2 adults and 1 child (see Table 9).

Table 9. Basic Needs Cost of Living Estimates, 2022

Single Adult, 0 children	Single Yearly Cost of Living	Hourly Wage Required	Monthly Costs						
			Child Care	Food	Health Care	Housing	Transportation	Other	Taxes
Kanabec Co.	\$32,655	\$15.70	\$0	\$350	\$152	\$637	\$926	\$270	\$386
State of Minnesota	\$33,708	\$16.21	\$0	\$359	\$157	\$903	\$663	\$345	\$382
Typical Family: 2 Adults (1 working full-time, 1 part-time), 1 child	Family Yearly Cost of Living	Hourly Wage Required	Monthly Costs						
			Child Care	Food	Health Care	Housing	Transportation	Other	Taxes
Kanabec Co.	\$56,969	\$18.26	\$450	\$800	\$538	\$845	\$1,100	\$450	\$564
State of Minnesota	\$60,540	\$19.40	\$579	\$822	\$561	\$1,151	\$772	\$540	\$620

Source: DEED Cost of Living tool

Kanabec Co. had a lower median house value than the state, having the 45th highest value of the 87 counties in 2020. Kanabec Co.'s housing stock was newer than the state's, with a higher percentage of units built since 2000 (see Figure 12).

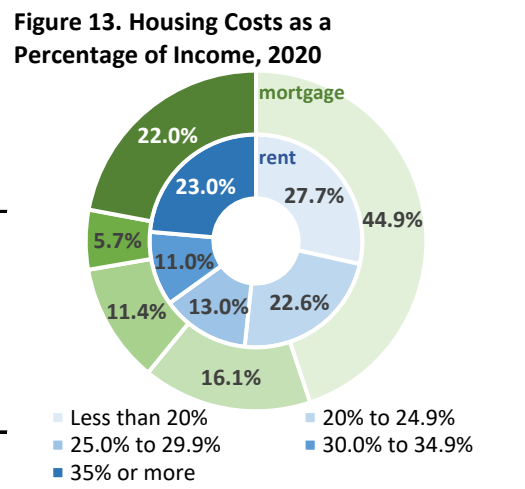
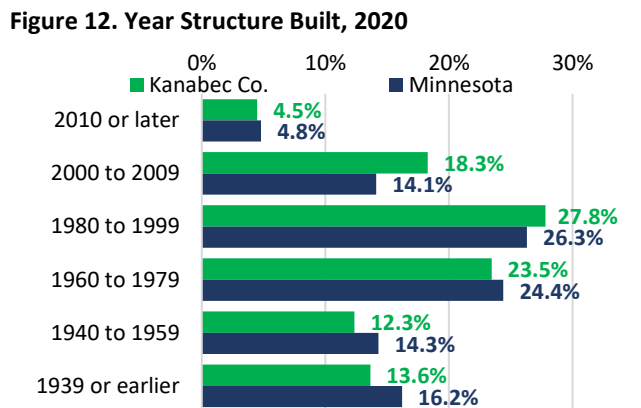
Table 10. Estimated Value of Owner-occupied Housing Units, 2020

	Kanabec Co.		Minnesota
	Total	Percent	Percent
Total	5,521	100.0%	100.0%
Less than \$50,000	300	5.4%	4.3%
\$50,000 to \$99,999	775	14.0%	7.0%
\$100,000 to \$149,999	1,109	20.1%	10.9%
\$150,000 to \$199,999	1,279	23.2%	16.6%
\$200,000 to \$299,999	1,340	24.3%	28.8%
\$300,000 to \$499,999	600	10.9%	23.6%
\$500,000 or more	118	2.1%	8.9%
Median (dollars)	\$168,900		\$235,700

Source: 2016-2020 American Community Survey, 5-Year Estimates

Median monthly owner costs, owner-occupied units with a mortgage	\$1,364
state	\$1,606
Percentage of households with a mortgage spending 30% or more of their income on housing costs	27.7%
state	21.6%
Median monthly rent costs	\$760
state	\$1,010
Percentage of renters spending 30% or more of their household income on rent	34.0%
state	44.8%

Source: 2016-2020 American Community Survey, 5-Year Estimates



OCCUPATIONS

At \$21.95 in 2021, wages were lower in Region 7E than the state. Overall, Region 7E had the 6th highest median hourly wage level of the 13 economic development regions in the state. Wages were highest for management occupations (\$40.74) and lowest for food preparation and serving related jobs (\$14.53) (see Table 11).

Table 11. Occupational Employment & Wage Statistics, 2021

Occupational Group	Region 7E				State of Minnesota		
	Median Hourly Wage	Estimated Regional Jobs	Share of Total Jobs	Regional Location Quotient	Median Hourly Wage	State-wide Jobs	Share of Total Jobs
Total, All Occupations	\$21.95	45,770	100.0%	1.0	\$23.81	2,695,450	100.0%
Management	\$40.74	2,350	5.1%	0.8	\$50.51	181,090	6.7%
Business & Financial Operations	\$30.77	1,380	3.0%	0.4	\$38.08	192,700	7.1%
Computer & Mathematical	\$34.07	340	0.7%	0.2	\$48.34	101,560	3.8%
Architecture & Engineering	\$39.22	660	1.4%	0.7	\$39.39	51,970	1.9%
Life, Physical & Social Science	\$33.47	280	0.6%	0.6	\$37.30	26,140	1.0%
Community & Social Service	\$24.73	1,500	3.3%	1.6	\$24.68	53,670	2.0%
Legal	\$30.87	200	0.4%	0.6	\$40.08	19,860	0.7%
Education, Training & Library	\$26.79	3,470	7.6%	1.4	\$24.48	149,990	5.6%
Arts, Design, Entertainment & Media	\$24.10	310	0.7%	0.5	\$26.08	36,710	1.4%
Healthcare Practitioners & Technical	\$38.08	3,290	7.2%	1.0	\$38.73	190,180	7.1%
Healthcare Support	\$15.62	3,280	7.2%	1.2	\$15.37	162,530	6.0%
Protective Service	\$26.58	1,270	2.8%	1.8	\$25.07	40,580	1.5%
Food Preparation & Serving Related	\$14.53	4,570	10.0%	1.4	\$14.65	198,800	7.4%
Building, Grounds Cleaning & Maint.	\$18.30	1,270	2.8%	1.0	\$17.98	75,850	2.8%
Personal Care & Service	\$15.27	1,180	2.6%	1.2	\$15.24	56,580	2.1%
Sales & Related	\$14.83	4,640	10.1%	1.1	\$17.25	245,390	9.1%
Office & Administrative Support	\$22.51	4,890	10.7%	0.9	\$23.12	334,550	12.4%
Farming, Fishing & Forestry	\$19.92	100	0.2%	1.4	\$18.55	4,350	0.2%
Construction & Extraction	\$28.43	2,230	4.9%	1.2	\$30.09	107,180	4.0%
Installation, Maintenance & Repair	\$24.22	1,620	3.5%	1.0	\$25.34	96,660	3.6%
Production	\$20.60	3,690	8.1%	1.1	\$19.59	198,940	7.4%
Transportation & Material Moving	\$18.96	3,270	7.1%	0.9	\$19.30	209,780	7.8%

Source: DEED Occupational Employment & Wage Statistics, Qtr. 1 2021

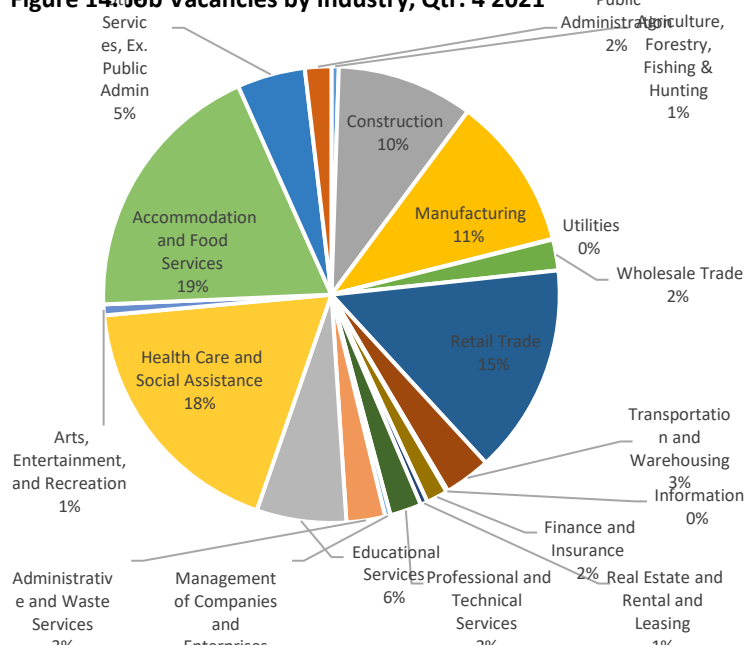
JOB VACANCY SURVEY

Kanabec Co. is a part of the Central planning region. There were 21410 job vacancies posted by employers in the 4th Quarter of 2021, indicating extensive opportunity in the region, with openings across several occupations and industries (see Figure 14).

Table 12. Central Job Vacancy Survey Results, Qtr. 4 2021

Occupational Group	Number of Vacancies	Wage Offer
Total, All Occupations	21,410	\$17.26
Management	442	\$28.11
Business & Financial Operations	422	\$26.82
Computer & Mathematical	79	\$29.29
Architecture & Engineering	258	\$20.98
Life, Physical & Social Sciences	79	\$30.71
Community & Social Service	494	\$18.61
Education, Training & Library	894	\$17.28
Healthcare Practitioners & Technical	2,021	\$25.51
Healthcare Support	973	\$15.69
Protective Service	197	\$22.39
Food Preparation & Serving Related	4,417	\$13.19
Building, Grounds Cleaning & Maint.	612	\$14.72
Personal Care & Service	620	\$11.49
Sales & Related	2,028	\$13.02
Office & Administrative Support	865	\$16.78
Construction & Extraction	1,653	\$22.92
Installation, Maintenance & Repair	816	\$18.49
Production	2,175	\$20.13
Transportation & Material Moving	1,922	\$19.18

Figure 14. Job Vacancies by Industry, Qtr. 4 2021



Source: DEED Job Vacancy Survey, Qtr. 4 2021

OCCUPATIONS IN DEMAND

Table 13. Central Occupations in Demand, 2022

Less than High School	High School or Equivalent	Some College or Assoc. Deg.	Bachelor's Degree or Higher
Retail Salespersons \$28,817/yr	Nursing Assistants \$36,077/yr	Registered Nurses \$84,325/yr	Elementary School Teachers, Except Special Education \$58,958/yr
Fast Food and Counter Workers \$25,851/yr	Licensed Practical and Licensed Vocational Nurses \$48,600/yr	Police and Sheriff's Patrol Officers \$67,134/yr	Secondary School Teachers, Except Special and Career/Technical \$64,053/yr
Home Health and Personal Care Aides \$29,471/yr	Machinists \$53,178/yr	Clinical Laboratory Technologists and Technicians \$55,350/yr	General and Operations Managers \$88,723/yr
Heavy and Tractor-Trailer Truck Drivers \$50,278/yr	Automotive Service Technicians and Mechanics \$44,146/yr	Dental Hygienists \$74,817/yr	Accountants and Auditors \$65,308/yr
Cashiers \$27,062/yr	Hairdressers, Hairstylists, and Cosmetologists \$34,024/yr	Radiologic Technologists and Technicians \$69,032/yr	Construction Managers \$92,471/yr
First-Line Supervisors of Retail Sales Workers \$46,230/yr	Medical Assistants \$40,779/yr	Computer Network Support Specialists \$61,398/yr	Project Management Specialists and Business Operations \$61,390/yr
Stockers and Order Fillers \$29,612/yr	Computer User Support Specialists \$53,048/yr	Industrial Engineering Technologists and Technicians \$51,275/yr	Substance abuse, behavioral disorder, and mental health \$52,515/yr
Janitors and Cleaners, Except Maids and \$35,947/yr	Electricians \$64,458/yr	Respiratory Therapists \$73,109/yr	Middle School Teachers, Except Special and Career/Technical \$62,214/yr
Customer Service Representatives \$35,525/yr	Heating, Air Conditioning, and Refrigeration Mechanics and Installers \$53,036/yr	Veterinary Technologists and Technicians \$36,602/yr	Substitute Teachers, Short-Term \$34,900/yr
Teaching Assistants, Except Postsecondary \$33,541/yr	Industrial Machinery Mechanics \$61,862/yr	Library Technicians \$40,330/yr	Preschool Teachers, Except Special Education \$38,097/yr

Source: DEED Occupations in Demand

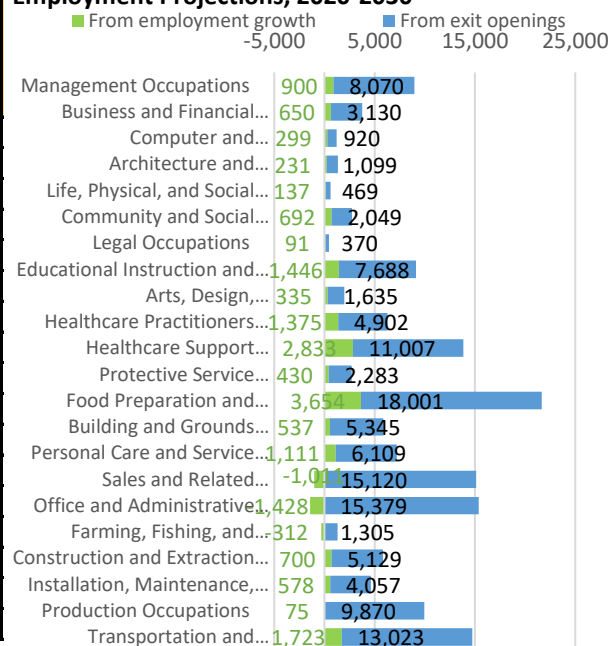
Kanabec Co. is a part of the Central planning region, which is projected to see a 5% increase in employment levels over the next decade. In addition to new jobs created, there will be a much larger number of exit openings (see Figure 15).

Table 14. Regional Industry Employment Projections, 2020-2030

Central Planning Region	Estimated Employment 2020	Projected Employ- ment 2030	Percent Change 2020-2030
Total, All Industries	301,170	316,216	5.0%
Natural Resources & Mining	5,416	4,879	-9.9%
Utilities	1,952	1,686	-13.6%
Construction	18,984	19,792	4.3%
Manufacturing	39,543	40,646	2.8%
Wholesale Trade	10,123	10,516	3.9%
Retail Trade	35,588	33,781	-5.1%
Transportation & Warehousing	10,098	10,685	5.8%
Information	2,639	2,842	7.7%
Finance & Insurance, Real Estate	9,550	9,649	1.0%
Professional Services & Mgmt. of Companies	8,562	9,119	6.5%
Admin. Support & Waste Mgmt.	9,545	10,066	5.5%
Educational Services	23,734	24,976	5.2%
Health Care & Social Assistance	46,672	52,213	11.9%
Leisure & Hospitality	21,963	26,961	22.8%
Other Services	10,108	11,290	11.7%
Public Administration	19,239	20,198	5.0%

Source: DEED 2020-2030 Employment Outlook

Figure 15. Regional Occupational Employment Projections, 2020-2030



ECONOMIC CHARACTERISTICS

Coming out of the pandemic recession, after gaining jobs over the past year, Kanabec Co. had the 69th largest economy of the 87 counties in the state. Kanabec Co. was the 18th fastest growing in the past year and the 23rd fastest growing since 2019, prior to the pandemic. From 2019 to 2021, employment in Kanabec Co. is still down from the pandemic recession.

336 business establishments

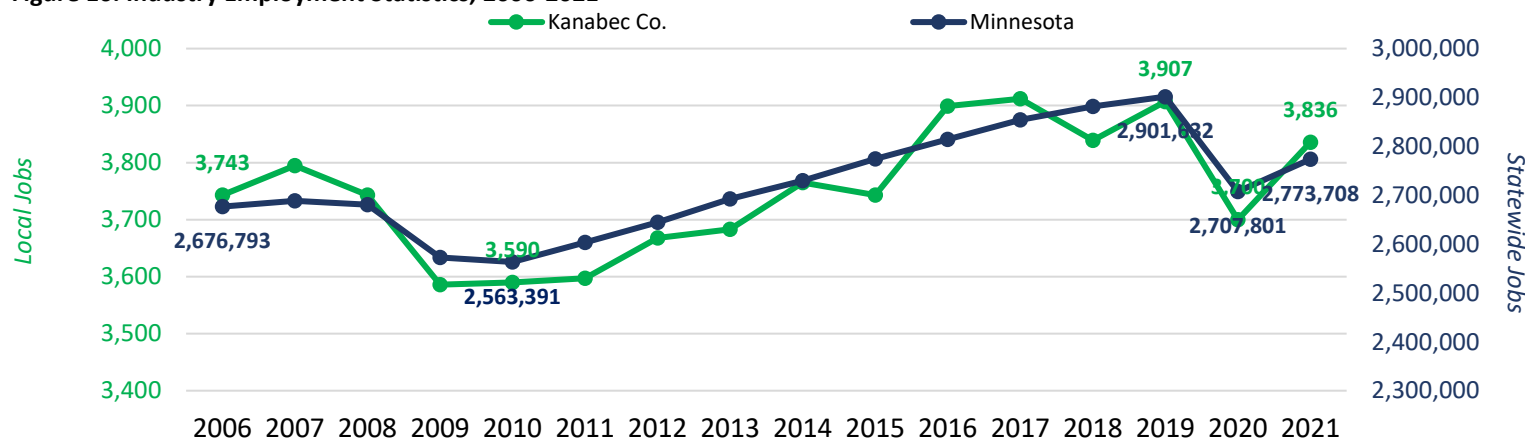
\$46,124 annual average wage

3,836 jobs

\$176,933,136 total industry payroll

Job change,
2019-2021-71 jobs
-1.8% decline

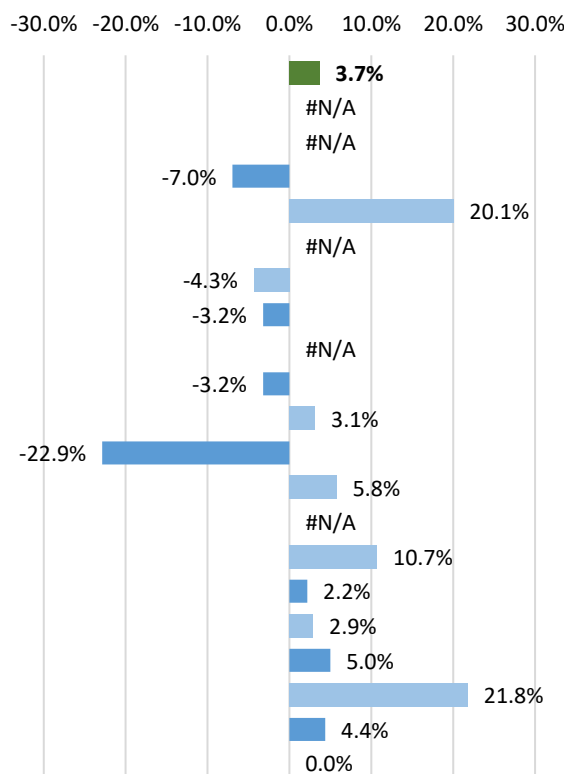
Figure 16. Industry Employment Statistics, 2006-2021



Source: DEED QCEW program

Table 15. Kanabec Co. Industry Employment Statistics, 2021	Number of Jobs	Percent of Total Jobs	Average Annual Wage
Total, All Industries	3,836	100.0%	\$46,124
Agriculture, Forestry, Fish & Hunt	#N/A	#N/A	#N/A
Mining	#N/A	#N/A	#N/A
Construction	281	7.3%	\$76,044
Manufacturing	479	12.5%	\$43,003
Utilities	#N/A	#N/A	#N/A
Wholesale Trade	44	1.1%	\$58,101
Retail Trade	480	12.5%	\$31,644
Transportation & Warehousing	#N/A	#N/A	#N/A
Information	30	0.8%	\$41,699
Finance & Insurance	131	3.4%	\$61,331
Real Estate & Rental & Leasing	27	0.7%	\$50,517
Professional & Technical Services	55	1.4%	\$31,941
Management of Companies	#N/A	#N/A	#N/A
Admin. Support & Waste Mgmt. Svcs.	62	1.6%	\$36,501
Educational Services	377	9.8%	\$44,034
Health Care & Social Assistance	954	24.9%	\$57,723
Arts, Entertainment, & Recreation	42	1.1%	\$19,293
Accommodation & Food Services	285	7.4%	\$16,298
Other Services	191	5.0%	\$33,961
Public Administration	302	7.9%	\$49,741

Figure 2. Change in Jobs, 2020-2021



Source: DEED Quarterly Census of Employment & Wages (QCEW)

For more information on Kanabec Co.'s population, labor force, and economic trends, contact:

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E-mail: luke.greiner@state.mn.us

web: www.mn.gov/deed/data/regional-lmi/

Data updated: August 1, 2022

MORA ECONOMIC DEVELOPMENT AUTHORITY



Financial Reports

Economic Development Authority (EDA) Fund
Revolving Economic Development (RED) Loan Fund
COVID-19 Emergency Assistance Fund
Mora Industrial Commercial (MIC) Loan Fund
2015-2017 Small Cities Development Program (SCDP) Fund
2020-2022 Small Cities Development Program (SCDP) Fund

September 30, 2022
[unaudited]

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MORA ECONOMIC DEVELOPMENT AUTHORITY

Fund Budgetary Performance

For the Quarter Ended September 30, 2022

	2022 YTD Budget	2022 YTD Actual	2022 YTD Balance	2022 % YTD Budget
EDA FUND				
Revenues	40,020.00	30,022.14	9,997.86	75.02%
Expenditures	44,356.00	19,799.63	24,556.37	44.64%
Surplus/(Deficit)		10,222.51		
RED LOAN FUND				
Revenues	20.00	25.49	(5.49)	127.45%
Expenditures	-	-	-	-
Surplus/(Deficit)		25.49		
COVID-19 EMERGENCY ASSISTANCE FUND				
Revenues	-	4,900.10	(4,900.10)	-
Expenditures	230.00	184.00	46.00	80.00%
Surplus/(Deficit)		4,716.10		
MIC LOAN FUND				
Revenues	50.00	18.56	31.44	37.12%
Expenditures	-	-	-	-
Surplus/(Deficit)		18.56		
SCDP 2015-2017 FUND				
Revenues	-	146.06	(146.06)	-
Expenditures	184.00	9,126.00	(8,942.00)	4959.78%
Surplus/(Deficit)		(8,979.94)		
SCDP 2020-2022 FUND				
Revenues	-	62,573.05	(62,573.05)	-
Expenditures	3,000.00	62,573.05	(59,573.05)	2085.77%
Surplus/(Deficit)		-		
TOTAL ALL FUNDS				
Revenues	40,090.00	97,685.40	(57,595.40)	243.67%
Expenditures	47,770.00	91,682.68	(43,912.68)	191.93%
Surplus/(Deficit)		6,002.72		



CITY OF MORA
BALANCE SHEET

Current Period: September 2022

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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 227 ECONOMIC DEVELOPMENT FUND				
Bal Type A				
G 227-11011 Cash NNB Checking	\$39,243.88	\$30,004.66	\$19,856.50	\$49,392.04
G 227-11018 Cash FCB HI-FI	\$31,531.68	\$17.48	\$0.00	\$31,549.16
G 227-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
G 227-11551 Prepaid Ins	\$0.00	\$182.53	\$137.34	\$45.19
Bal Type A	\$70,775.56	\$30,204.67	\$19,993.84	\$80,986.39
Bal Type E				
G 227-24204 Fund Bal-Undes/Net Asset (ent	-\$70,477.45	\$22,049.63	\$32,272.14	-\$80,699.96
Bal Type E	-\$70,477.45	\$22,049.63	\$32,272.14	-\$80,699.96
Bal Type L				
G 227-21600 Accrued Wages/Salaries Payab	-\$286.43	\$0.00	\$0.00	-\$286.43
G 227-22021 Accounts Payable	-\$11.68	\$11.68	\$0.00	\$0.00
G 227-22161 Accrued Vac-Sick Wages	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type L	-\$298.11	\$11.68	\$0.00	-\$286.43
Fund 227 ECONOMIC DEVELOPMENT FUND	\$0.00	\$52,265.98	\$52,265.98	\$0.00



CITY OF MORA
BALANCE SHEET
Current Period: September 2022

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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 230 RED LOAN FUND				
Bal Type A				
G 230-11011 Cash NNB Checking	\$54,887.18	\$34,691.22	\$30,836.64	\$58,741.76
G 230-11018 Cash FCB HI-FI	\$45,982.43	\$25.49	\$0.00	\$46,007.92
G 230-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type A	\$100,869.61	\$34,716.71	\$30,836.64	\$104,749.68
Bal Type E				
G 230-24204 Fund Bal-Undes/Net Asset (ent	-\$100,869.61	\$0.00	\$25.49	-\$100,895.10
Bal Type E	-\$100,869.61	\$0.00	\$25.49	-\$100,895.10
Bal Type L				
G 230-20815 Due to Minnesota Dept of DEE	\$0.00	\$30,836.64	\$34,691.22	-\$3,854.58
G 230-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type L	\$0.00	\$30,836.64	\$34,691.22	-\$3,854.58
Fund 230 RED LOAN FUND	\$0.00	\$65,553.35	\$65,553.35	\$0.00



CITY OF MORA
BALANCE SHEET

Current Period: September 2022

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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 231 COVID-19 EMERGENCY ASSISTANCE				
Bal Type A				
G 231-11011 Cash NNB Checking	\$80,858.02	\$4,900.10	\$76,184.00	\$9,574.12
Bal Type A	\$80,858.02	\$4,900.10	\$76,184.00	\$9,574.12
Bal Type E				
G 231-24204 Fund Bal-Undes/Net Asset (ent	-\$80,858.02	\$76,184.00	\$4,900.10	-\$9,574.12
Bal Type E	-\$80,858.02	\$76,184.00	\$4,900.10	-\$9,574.12
Fund 231 COVID-19 EMERGENCY ASSISTAN	\$0.00	\$81,084.10	\$81,084.10	\$0.00



CITY OF MORA
BALANCE SHEET
Current Period: September 2022

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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 232 MIC LOAN FUND				
Bal Type A				
G 232-11011 Cash NNB Checking	-\$90,000.00	\$166,000.00	\$0.00	\$76,000.00
G 232-11018 Cash FCB HI-FI	\$94,761.37	\$18.56	\$90,000.00	\$4,779.93
Bal Type A	\$4,761.37	\$166,018.56	\$90,000.00	\$80,779.93
Bal Type E				
G 232-24204 Fund Bal-Undes/Net Asset (ent	-\$4,761.37	\$0.00	\$76,018.56	-\$80,779.93
Bal Type E	-\$4,761.37	\$0.00	\$76,018.56	-\$80,779.93
Fund 232 MIC LOAN FUND	\$0.00	\$166,018.56	\$166,018.56	\$0.00



CITY OF MORA
BALANCE SHEET
Current Period: September 2022

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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 270 SMALL CITIES DEVELOP 2015-2017				
Bal Type				
G 270-22021 Accounts Payable	-\$200.30	\$200.30	\$0.00	\$0.00
Bal Type	-\$200.30	\$200.30	\$0.00	\$0.00
Bal Type A				
G 270-11011 Cash NNB Checking	\$64,203.93	\$579.55	\$9,759.79	\$55,023.69
G 270-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
G 270-11320 Due From MN DEED (SCDP)	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type A	\$64,203.93	\$579.55	\$9,759.79	\$55,023.69
Bal Type E				
G 270-24204 Fund Bal-Undes/Net Asset (ent	-\$64,003.63	\$9,559.49	\$579.55	-\$55,023.69
Bal Type E	-\$64,003.63	\$9,559.49	\$579.55	-\$55,023.69
Bal Type L				
G 270-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type L	\$0.00	\$0.00	\$0.00	\$0.00
Fund 270 SMALL CITIES DEVELOP 2015-201	\$0.00	\$10,339.34	\$10,339.34	\$0.00

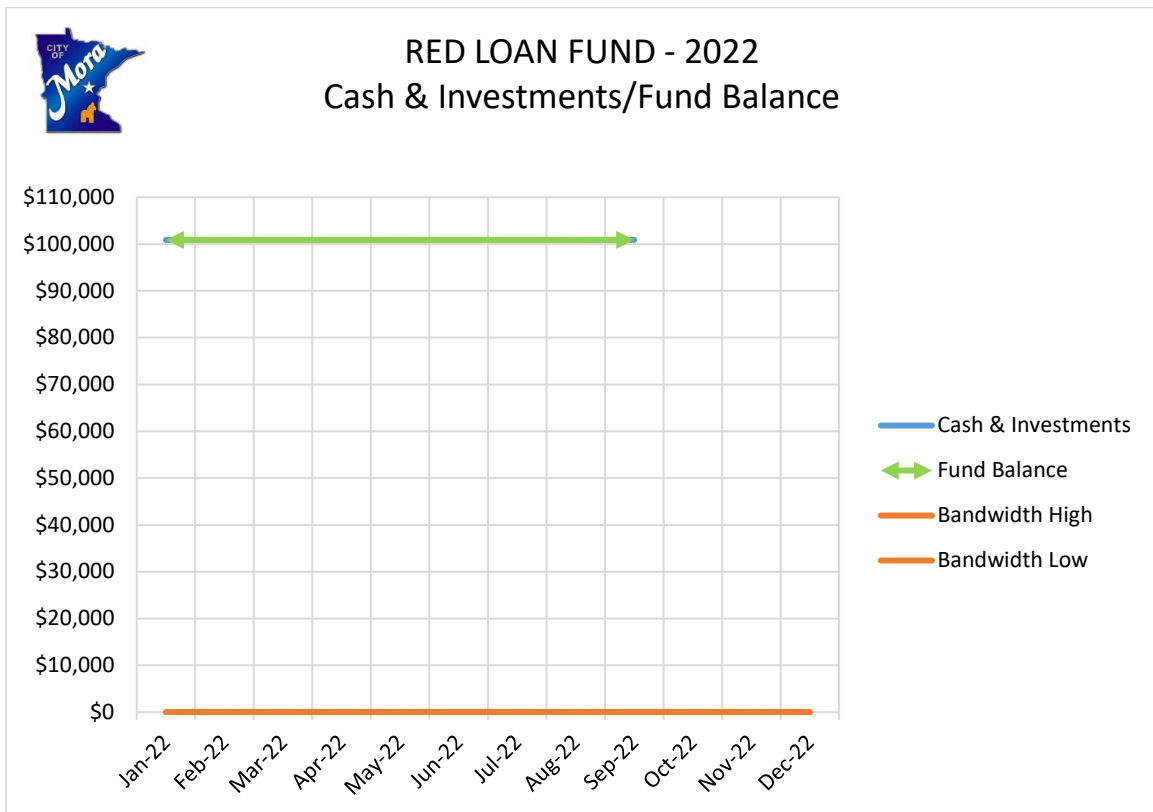
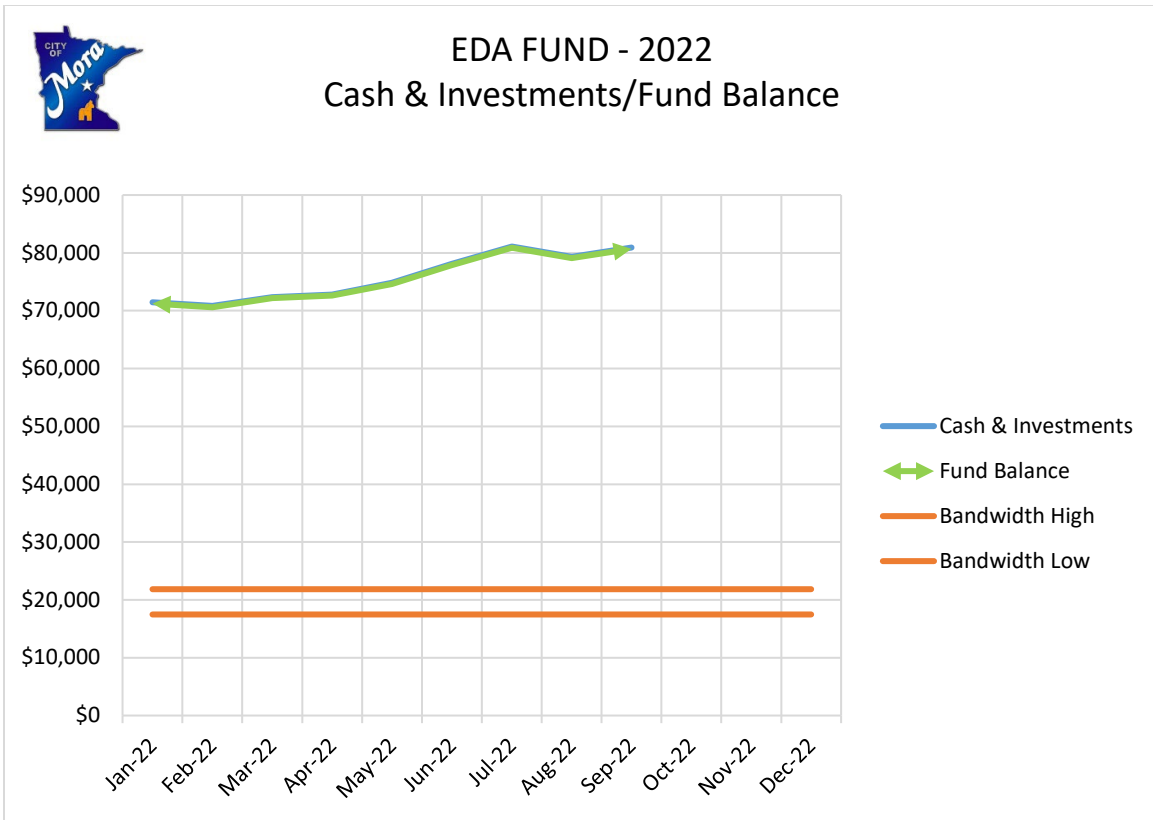


CITY OF MORA
BALANCE SHEET
Current Period: September 2022

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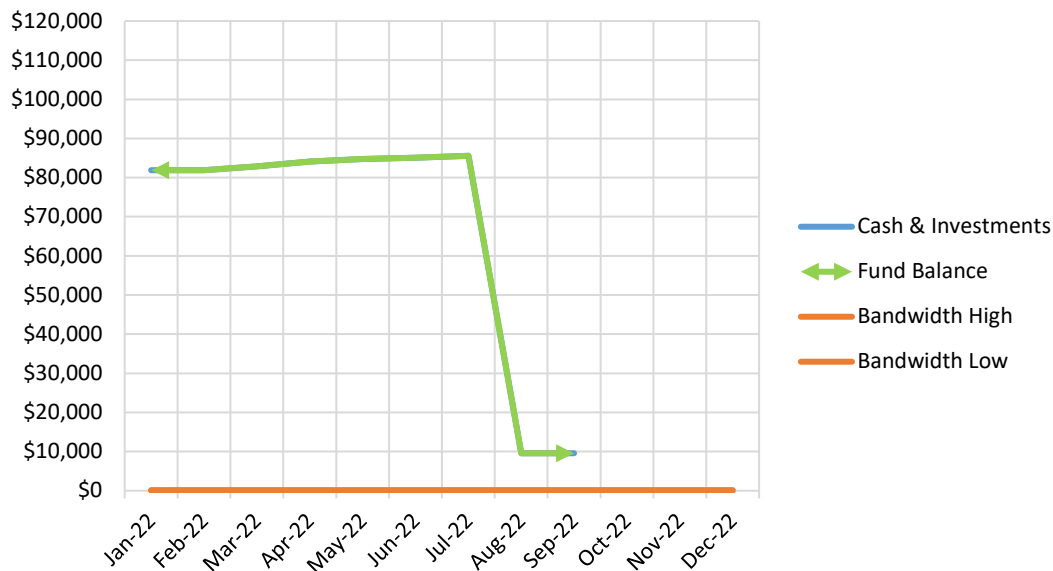
Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 271 SMALL CITIES DEVELOP 2020-2022				
Bal Type				
G 271-22021 Accounts Payable	-\$257.88	\$257.88	\$0.00	\$0.00
Bal Type	-\$257.88	\$257.88	\$0.00	\$0.00
Bal Type A				
G 271-11011 Cash NNB Checking	\$0.00	\$62,573.05	\$62,830.93	-\$257.88
G 271-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
G 271-11320 Due From MN DEED (SCDP)	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type A	\$0.00	\$62,573.05	\$62,830.93	-\$257.88
Bal Type E				
G 271-24204 Fund Bal-Undes/Net Asset (ent	\$257.88	\$62,573.05	\$62,573.05	\$257.88
Bal Type E	\$257.88	\$62,573.05	\$62,573.05	\$257.88
Bal Type L				
G 271-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type L	\$0.00	\$0.00	\$0.00	\$0.00
Fund 271 SMALL CITIES DEVELOP 2020-202	\$0.00	\$125,403.98	\$125,403.98	\$0.00





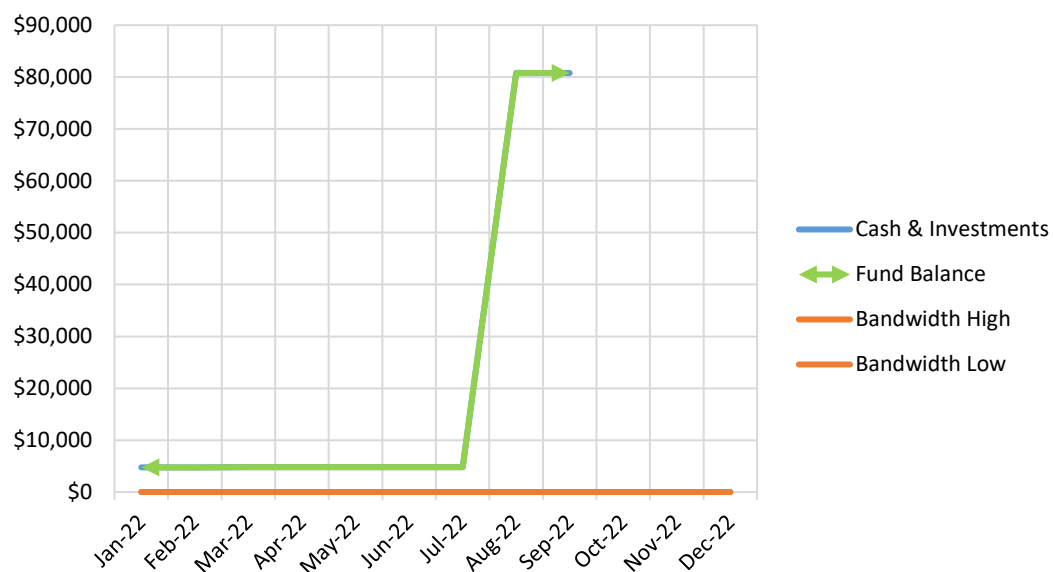
COVID-19 EMERGENCY ASSISTANCE FUND - 2022

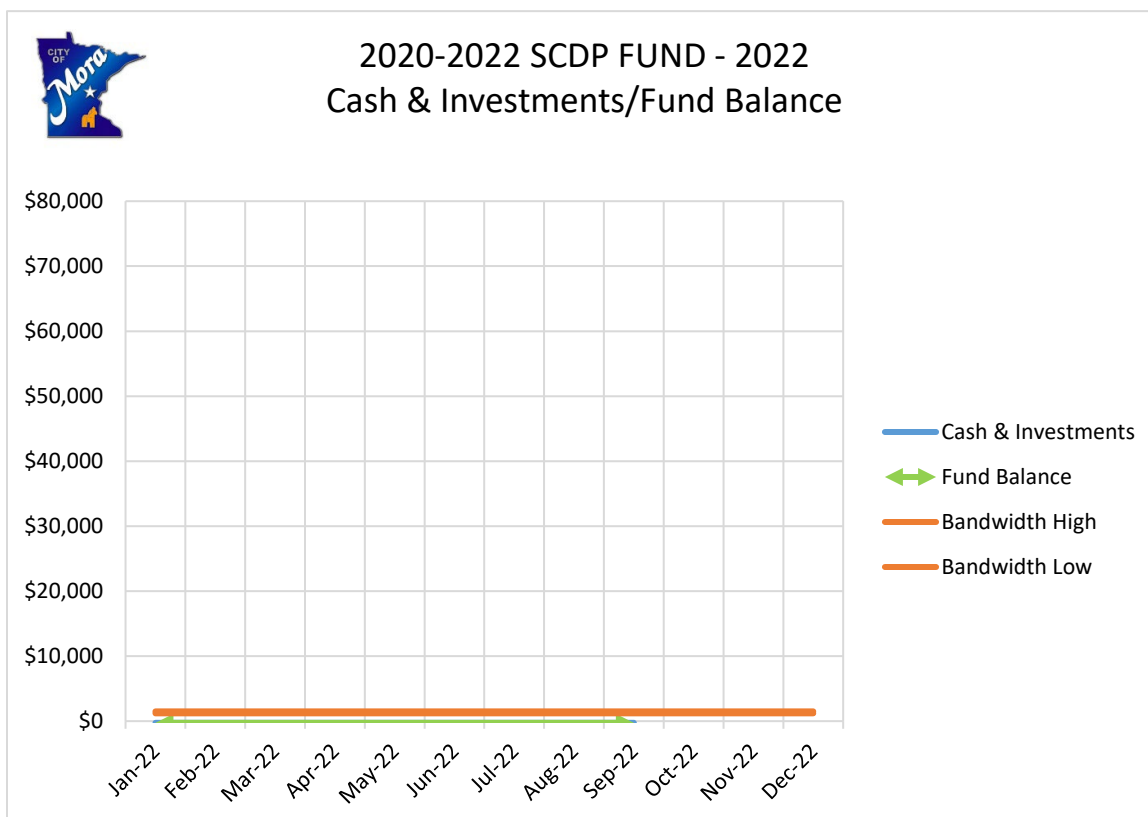
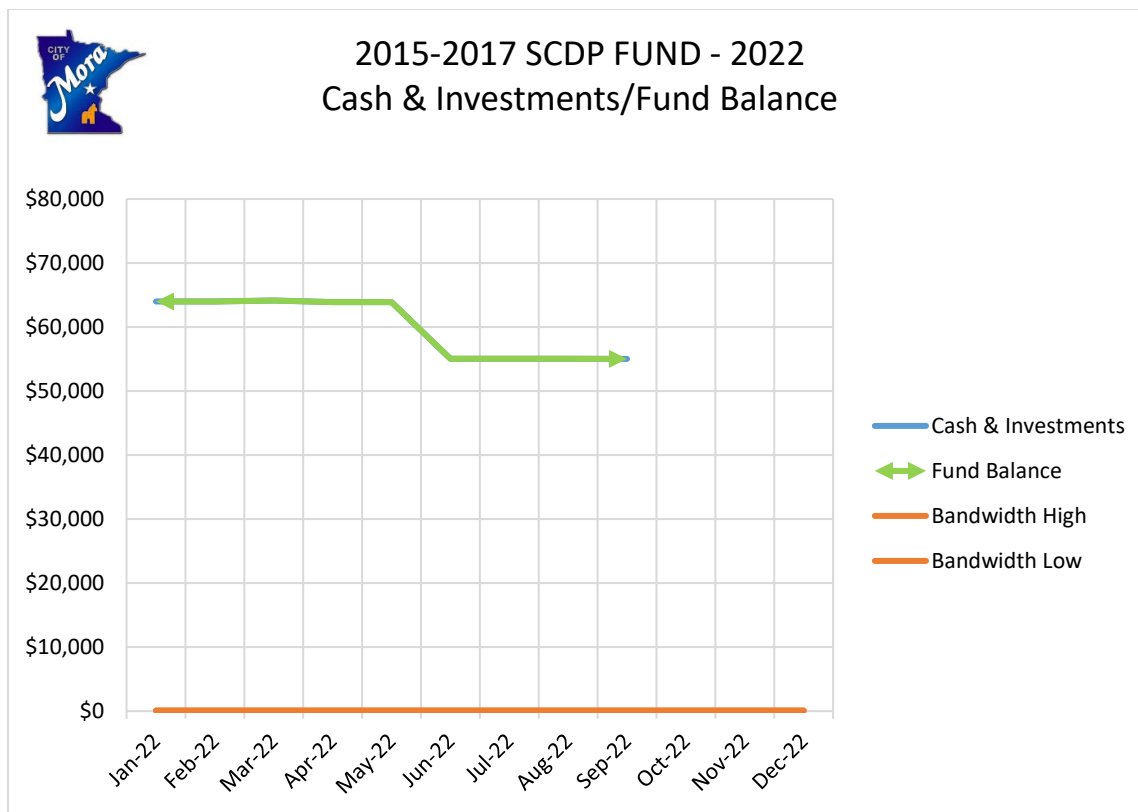
Cash & Investments/Fund Balance



MIC LOAN FUND - 2022

Cash & Investments/Fund Balance







CITY OF MORA
Revenue Guideline For EDA
Current Period: September 2022

Page 11

Last Dim Descr	2022 Budget	2022 YTD Amt	2022 YTD Balance	2022 % of Budget Remain	Explanation
Fund 227 ECONOMIC DEVELOPMENT FUND					
Dept 47610 ECONOMIC DEVELOPMENT					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Interest Earnings	\$20.00	\$17.48	\$2.52	12.60%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Dividends	\$0.00	\$0.00	\$0.00	0.00%	
Rent	\$0.00	\$0.00	\$0.00	0.00%	
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$4.60	-\$4.60	0.00%	
Trf from General Fund	\$20,000.00	\$15,000.03	\$4,999.97	25.00%	
Trf from Enterprise Fund	\$20,000.00	\$15,000.03	\$4,999.97	25.00%	
Dept 47610 ECONOMIC DEVE	\$40,020.00	\$30,022.14	\$9,997.86		
Fund 227 ECONOMIC DEVELOPM	\$40,020.00	\$30,022.14	\$9,997.86		
Fund 230 RED LOAN FUND					
Dept 47820 RED LOAN PROGRAM					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
MN Invest Fund Revenue	\$0.00	\$0.00	\$0.00	0.00%	
Interest Earnings	\$20.00	\$25.49	-\$5.49	-27.45%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Dept 47820 RED LOAN PROGR	\$20.00	\$25.49	-\$5.49		
Fund 230 RED LOAN FUND	\$20.00	\$25.49	-\$5.49		
Fund 231 COVID-19 EMERGENCY ASSISTANCE					
Dept 47822 COVID-19 EMERGENCY ASSISTANCE					
COVID-19 Loan Repayments	\$0.00	\$4,900.10	-\$4,900.10	0.00%	See Note A.
COVID-19 Loan Admin Fee	\$0.00	\$0.00	\$0.00	0.00%	
Trf from General Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
Dept 47822 COVID-19 EMERG	\$0.00	\$4,900.10	-\$4,900.10		
Fund 231 COVID-19 EMERGENCY	\$0.00	\$4,900.10	-\$4,900.10		
Fund 232 MIC LOAN FUND					
Dept 47825 MIC LOAN PROGRAM					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Interest Earnings	\$50.00	\$18.56	\$31.44	62.88%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Special Revenue Fund	\$0.00	\$76,000.00	-\$76,000.00	0.00%	See Note B.
Dept 47825 MIC LOAN PROGR	\$50.00	\$76,018.56	-\$75,968.56		
Fund 232 MIC LOAN FUND	\$50.00	\$76,018.56	-\$75,968.56		
Fund 270 SMALL CITIES DEVELOP 2015-2017					
Dept 46323 SCDP REHABILITATION PROJECTS					
SCDP Grant Proceeds	\$0.00	\$0.00	\$0.00	0.00%	
SCDP Program Income	\$0.00	\$146.06	-\$146.06	0.00%	
Dept 46323 SCDP REHABILITA	\$0.00	\$146.06	-\$146.06		
Fund 270 SMALL CITIES DEVELOP	\$0.00	\$146.06	-\$146.06		
Fund 271 SMALL CITIES DEVELOP 2020-2022					



CITY OF MORA

Revenue Guideline For EDA

Current Period: September 2022

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Last Dim Descr	2022 Budget	2022 YTD Amt	2022 YTD Balance	2022 % of Budget Remain	Explanation
Dept 46323 SCDP REHABILITATION PROJECTS					
SCDP Grant Proceeds	\$0.00	\$62,573.05	-\$62,573.05	0.00%	<u>See Note C.</u>
SCDP Program Income	\$0.00	\$0.00	\$0.00	0.00%	
Dept 46323 SCDP REHABILITA	\$0.00	\$62,573.05	-\$62,573.05		
Fund 271 SMALL CITIES DEVELOP	\$0.00	\$62,573.05	-\$62,573.05		
	\$40,090.00	\$173,685.40	-\$133,595.40		



CITY OF MORA

Expenditure Guideline For EDA

Current Period: September 2022

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Last Dim Descr	2022 YTD Budget	2022 YTD Amt	2022 YTD Balance	2022 % of Budget Remain	Explanation
Fund 227 ECONOMIC DEVELOPMENT FUND					
Dept 47610 ECONOMIC DEVELOPMENT					
Wages & Salaries	\$18,509.00	\$8,870.88	\$9,638.12	52.07%	
PERA	\$1,323.00	\$665.35	\$657.65	49.71%	
FICA	\$1,148.00	\$545.22	\$602.78	52.51%	
Medicare	\$268.00	\$127.47	\$140.53	52.44%	
VEBA or H.S.A.	\$240.00	\$40.00	\$200.00	83.33%	
Health Insurance	\$3,120.00	\$1,238.54	\$1,881.46	60.30%	
Life Insurance	\$28.00	\$19.39	\$8.61	30.75%	
Dental Insurance	\$0.00	\$12.18	-\$12.18	0.00%	
Office Supplies	\$50.00	\$34.88	\$15.12	30.24%	
Other Operating Supplies	\$25.00	\$6.19	\$18.81	75.24%	
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Small Tools & Equipment	\$0.00	\$55.30	-\$55.30	0.00%	
Engineering	\$0.00	\$0.00	\$0.00	0.00%	
Legal Services	\$2,000.00	\$881.00	\$1,119.00	55.95%	
Professional Services - Misc	\$150.00	\$3,000.00	-\$2,850.00	-1900.00%	See Note D.
Telephone	\$125.00	\$46.89	\$78.11	62.49%	
Postage	\$20.00	\$0.00	\$20.00	100.00%	
Meetings, Training, & Travel	\$300.00	\$51.00	\$249.00	83.00%	
Advertising	\$500.00	\$0.00	\$500.00	100.00%	
Contributions	\$2,250.00	\$2,250.00	\$0.00	0.00%	
Insurance	\$110.00	\$83.70	\$26.30	23.91%	
Workers Comp Insurance	\$147.00	\$53.64	\$93.36	63.51%	
Dues & Subscriptions	\$850.00	\$850.00	\$0.00	0.00%	
Miscellaneous	\$25.00	\$0.00	\$25.00	100.00%	
Property Tax Expense	\$12,500.00	\$968.00	\$11,532.00	92.26%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
Trf to General Fund	\$668.00	\$0.00	\$668.00	100.00%	
Trf to Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
Dept 47610 ECONOMIC DEVE	\$44,356.00	\$19,799.63	\$24,556.37	55.36%	
Fund 227 ECONOMIC DEVELOPM	\$44,356.00	\$19,799.63	\$24,556.37	55.36%	
Fund 230 RED LOAN FUND					
Dept 47820 RED LOAN PROGRAM					
Professional Services - Misc	\$0.00	\$0.00	\$0.00	0.00%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	0.00%	
Pay Out Pass-Thru Grant Procee	\$0.00	\$0.00	\$0.00	0.00%	
MIF RLF One-Time Exception Fee	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
Dept 47820 RED LOAN PROGR	\$0.00	\$0.00	\$0.00	0.00%	
Fund 230 RED LOAN FUND	\$0.00	\$0.00	\$0.00	0.00%	
Fund 231 COVID-19 EMERGENCY ASSISTANCE					
Dept 47822 COVID-19 EMERGENCY ASSISTANCE					
Professional Services - Misc	\$230.00	\$184.00	\$46.00	20.00%	
COVID-19 Emerg. Assist. Grant	\$0.00	\$0.00	\$0.00	0.00%	
COVID-19 Emerg. Assist. Loan	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Special Revenue Fund	\$0.00	\$76,000.00	-\$76,000.00	0.00%	See Note B.
Dept 47822 COVID-19 EMERG	\$230.00	\$76,184.00	-\$75,954.00	-33023.48%	
Fund 231 COVID-19 EMERGENCY	\$230.00	\$76,184.00	-\$75,954.00	-33023.48%	



CITY OF MORA

Expenditure Guideline For EDA

Current Period: September 2022

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Last Dim Descr	2022 YTD Budget	2022 YTD Amt	2022 YTD Balance	2022 % of Budget Remain	Explanation
Fund 232 MIC LOAN FUND					
Dept 47825 MIC LOAN PROGRAM					
Professional Services - Misc	\$0.00	\$0.00	\$0.00	0.00%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	0.00%	
Pay Out Pass-Thru Grant Procee	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
Dept 47825 MIC LOAN PROGR	\$0.00	\$0.00	\$0.00	0.00%	
Fund 232 MIC LOAN FUND	\$0.00	\$0.00	\$0.00	0.00%	
Fund 270 SMALL CITIES DEVELOP 2015-2017					
Dept 46323 SCDP REHABILITATION PROJECTS					
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Professional Services - Misc	\$184.00	\$276.00	-\$92.00	-50.00%	
Contract Services	\$0.00	\$8,850.00	-\$8,850.00	0.00%	See Note E.
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Dept 46323 SCDP REHABILITA	\$184.00	\$9,126.00	-\$8,942.00	-4859.78%	
Fund 270 SMALL CITIES DEVELOP	\$184.00	\$9,126.00	-\$8,942.00	-4859.78%	
Fund 271 SMALL CITIES DEVELOP 2020-2022					
Dept 46323 SCDP REHABILITATION PROJECTS					
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Professional Services - Misc	\$3,000.00	\$0.00	\$3,000.00	100.00%	
Contract Services	\$0.00	\$62,573.05	-\$62,573.05	0.00%	See Note F.
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Dept 46323 SCDP REHABILITA	\$3,000.00	\$62,573.05	-\$59,573.05	-1985.77%	
Fund 271 SMALL CITIES DEVELOP	\$3,000.00	\$62,573.05	-\$59,573.05	-1985.77%	
	\$47,770.00	\$167,682.68	-\$119,912.68	-251.02%	

**MORA ECONOMIC DEVELOPMENT AUTHORITY**

Notes to the Financial Statements

For the Quarter Ended September 30, 2022

Revenues - The following notes attempt to explain the reason for revenues outside what would be expected as shown on the following reports.

- A. All COVID-19 Emergency Assistance Loans have been repaid in full, with the exception of one past due loan that has been submitted to Minnesota's Revenue Recapture program.
- B. Funds were transferred back to the MIC Loan Program from the COVID-19 Emergency Assistance fund, as approved in August 2022.
- C. Grant reimbursement received for expenses relating to the newest Small Cities Development Program.

Expenditures - The following notes attempt to explain the reason for expenditures outside what would be expected as shown on the following reports.

- D. Final administration fee paid to Central MN Housing Partnership (CMHP) for the Small Cities Development Program (SCDP) grant. This fee is not eligible to be reimbursed by the grant, so it is therefore an expense to the EDA.
- E. Committed funds from the former SCDP grant program (2015-2017) that were approved to be applied to project costs for the current SCDP grant program (2020-2022).
- F. Second check run for newest Small Cities Development Program.

Mora SCDP Grant CDAP-19-0021O-FY20
October 2022 Update

Owner-occupied projects (goal of 6 projects):

- Two projects completed
- Three projects under construction
 - Two very close to completion
- One project in initial inspection phase
- Funding remaining: SCDP \$12,667.12 - city funds \$2,950

Single-family rental projects (goal of 4 projects):

- One project completed
- Two applications approved – recent contact with owners and plan is to re-bid projects in spring
- Funding remaining: SCDP \$74,680

Duplex rental projects (goal of 1 project):

- One application previously approved – now not interest
- Need to market to duplex owners somehow
- Funding remaining: SCDP \$24,395

Multifamily rental projects (goal of 8 units):

- 1 application in process for 4 unit property
- Funding remaining: SCDP \$100,000



MEMORANDUM

Date: November 1, 2022
To: Economic Development Authority
From: Kirsten Faurie, Community Development Director
RE: Report

Training

- October 19-21, Oct. 31 and Nov. 1 I participated in the Economic Development Association of Minnesota's (EDAM) ED Basics Course in Maple Grove. The training has been incredibly beneficial not in just knowledge gained but the network building opportunities with approx. 50 other economic development professionals from across the state. Thank you for that opportunity.

Gene Anderson Memorial Economic Development Conference

- The Kanabec County EDA is once again hosting an annual Economic Development Conference Thursday, January 26, 2023. This year's theme/topic is business succession planning. I have joined the conference planning committee to help plan and host the event. This year the conference is being renamed the "Gene Anderson Memorial Economic Development Conference" to honor Gene's contributions to the community. The city has a history of sponsoring the event; \$500 for this purpose is in the city EDA's 2023 budget.

Childcare Capacity

- In an effort to help more people return to the workforce and provide stability for area families, I've been working on ways to increase the availability of quality childcare in the area. Thus far I have met with several stakeholders, learning about various models, available grant funding, etc. Research and networking building is ongoing.
- On October 18, the city council was presented with some data about local childcare availability (see the attached PowerPoint slides), its effect on the workforce and examples of how some other communities are approaching the issue. It was approved by the council for my position to keep working on the issue and create some proposals for how the city can support creation of additional childcare.
- I continue to meet with the Kanabec County Childcare Capacity Builders group and will be taking an active role in planning and preparing their annual Childcare Providers Appreciation event.

Welcome to Jim Hartshorn

- Jim Hartshorn has been hired as the new Kanabec County EDA Executive Director and we are excited to be able to work as partners.
- There have been a lot of preliminary inquiries lately into housing developments and the industrial park. Jim and myself have been working together to field these calls, answer questions and create a unified approach to support these developments.

CHILDCARE AS ECONOMIC DEVELOPMENT

AN UPDATE ON STATE OF LOCAL CHILDCARE, ITS ECONOMIC IMPACT AND SOLUTIONS



TIME
72 HOUR SALE! 1 YEAR FOR \$19.99
SUBSCRIBE NOW

The Washington Post
Democracy Dies in Darkness

ECONOMY

How to fix the U.S. labor shortage? Provide decent child care.

This summer's flight delays and supply chain snarls have a common cause: a desperate lack of child care keeping women out of the work force

U.S.

The New York Times

What the Death of a Rural Daycare Says About America's Childcare Crisis

Why You Can't Find Child Care: 100,000 Workers Are Missing

Where did they go? To better-paying jobs stocking shelves, cleaning offices or doing anything that pays more than \$15 an hour.

Give this article

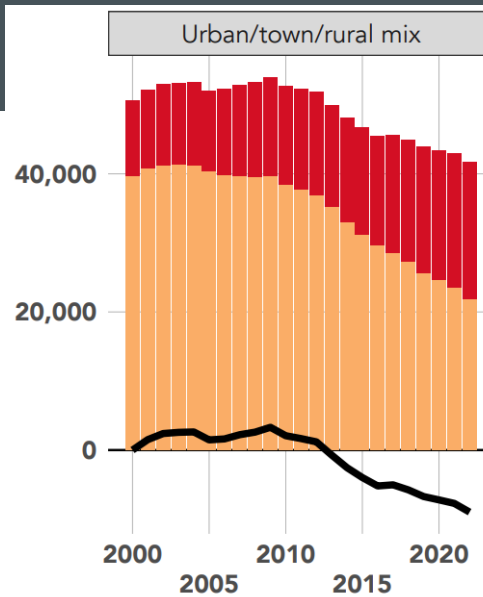
118

THE MN CHILD CARE SHORTAGE

- Child care capacity has been on a steady decline in Greater Minnesota since the early 2000s
- Why? Family child care providers are leaving the field faster than people entering it.

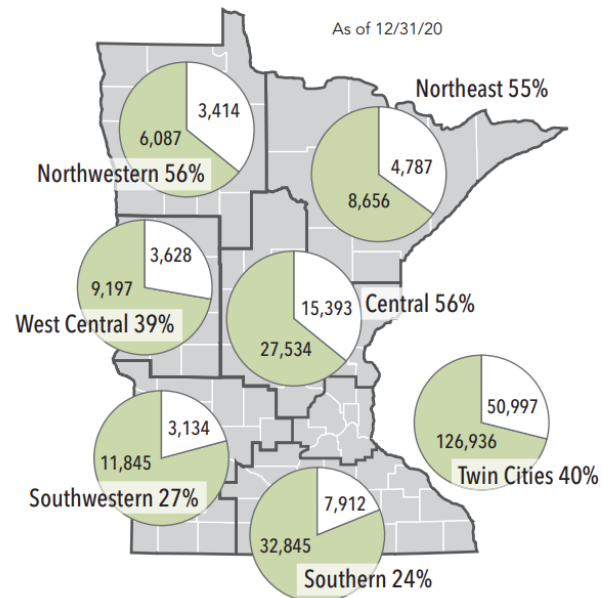
Change in total child care capacity since 2000 —

Care capacity ■ Child Care Center
■ Family Child Care



LOCAL CHILD CARE SHORTAGE

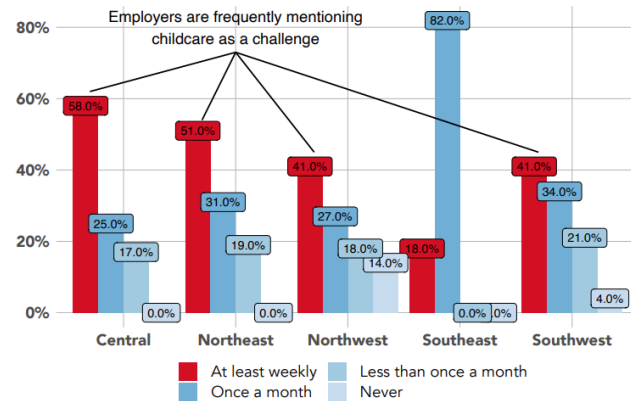
- There is a shortfall of child care across the state (see chart at right. Source: Center for Rural Policy and Development)
- According to a study by First Children's Finance updated in 2021, **Kanabec County** has a shortage of approximately **190 child care slots**



CHILD CARE: A RURAL ECONOMIC DEVELOPMENT ISSUE

- The availability of childcare is being increasingly recognized as an economic development issue, particularly in parents' ability to participate in the workforce, and for local businesses to hire
- Three of the city's top 10 employers spoke with city staff to say they needed more childcare availability for their employees. All indicated they would be interested in working with the city to increase local child care capacity.

How often do employers mention childcare as a barrier to attracting or retaining talent?



Center for Rural Policy and Development - Childcare Initiative Survey

SO WHAT CAN BE DONE?

- More and more communities are turning to partnerships between private businesses and public entities to:
 - support existing providers (example, Kanabec County EDA's provider appreciation events)
 - Support developments and projects that increase childcare capacity



February 6, 2020 Economic Development Conference

Kanabec County Family Child Care Providers

for all you do for the children of our community



BUILDING A FAMILY CENTERED WORKFORCE



EXAMPLES

CITY OF COHASSET

- The City of Cohasset (population 2,700) partnered with First Children's Finance to find a provider willing to operate a child care center. They leased a city-owned building at a reduced rate to the center.
- The new center has a capacity of 84 and can service 16 infants, 28 toddlers and 40-prekindergarteners.
- The child care center has 12 full and part-time employees.



EXAMPLES

QUARRY KIDS CHILD CARE CENTER - SANDSTONE

- Quarry Kids Child Care Center is a 70-child capacity center in Sandstone.
- It has room to serve 8 infants, 14 toddlers, 20-preschoolers and 15-30 school-aged children
- The center is housed in a city-owned building and operated by a non-profit with a board of directors.



EXAMPLES

DULUTH 1200 FUND

- The Duluth 1200 fund created a funding pool to provide gap financing child care projects within Duluth.
- Projects include:
 - child care expansion,
 - workforce training,
 - A floating pool of substitutes
 - Retention bonuses for existing childcare providers

SWIFT COUNTY

- Swift County offers a child care grant program to help existing providers and new providers with expenses. Family providers can apply for up to \$150 per child enrolled. Allowable expenses include things like home modifications or upgrades to meet licensure requirements, educational equipment, safety improvement, etc.

THE NEXT STEPS FOR MORA?

- Childcare Capacity Builders
- Kanabec County EDA partnership
- More...

