



Meeting Agenda
City of Mora, Economic Development Authority
2 p.m. Tuesday, February 7, 2023
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. Oath of Office: Mike Segner, Rose Krie
3. Roll Call: Jody Anderson David Youngquist Robert Jensen Dan Johnson
 Brett Baldwin Alison Holland Mike Segner Rose Krie
4. 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.)*
5. Election of Officers for 2023
6. Minutes
 - a. Approve minutes from November 1, 2022
7. Claims
 - a. Approve claims from October-November 2022 *(can be done as one motion)*
 - b. Approve claims from November-December 2022 *(can be done as one motion)*
 - c. Approve claims from December 2022-January 2023 *(can be done as one motion)*
8. 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.)
9. Special Business *(none)*
10. New Business
 - a. Small Cities Development Program Grant Amendment Request
 - b. 2022 Annual Summary of Economic Development Activities
11. Old Business
12. Reports
 - a. Quarterly Financial Report
 - b. Kirsten Faurie Report of Recent Activity
 - c. Mora Summary of Construction Activity 2022
13. Communications
 - a. Kanabec County EDA Minutes (November & December)
 - b. Initiative Foundation



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c. GPS 45:93 – 2022 Highlights

14. Adjournment

The next meeting of the EDA is scheduled for **2 p.m. Tuesday May 2, 2023**



MEMORANDUM

Date February 7, 2023
To EDA
From Kirsten Faurie, Community Development Director
RE Election of officers

SUMMARY

The EDA will elect its officers for 2023.

DETAILS

Below is a brief summary of the officers to be elected and their duties. For full detail of duties, please refer to the EDA bylaws.

PRESIDENT: (previously Al Skramstad)

- Presides at all meetings of the board
- Signs all contracts, deeds, etc. executed by the EDA
- Submits recommendations and information concerning the business, affairs, and policies of the EDA.

VICE PRESIDENT: (previously Dan Johnson)

- Performs the duties of the President in the Presidents absence

SECRETARY: (previously Kirsten Faurie)

- Keeps minutes of the meetings and maintains records of the EDA
- May have additional duties and responsibilities as set by the EDA

TREASURER: (previously Bob Jensen)

- Has care and custody of all funds and makes deposits in the name of the EDA
- Signs all orders for payments, keeps book of accounts

RECOMMENDATIONS

Elect an EDA President, Vice President, Secretary and Treasurer for 2023.

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

November 1, 2022

1. **Call to order.** Vice Chair Johnson called the meeting to order at 2:02 p.m.
2. **Roll Call:**
Commissioners Present: Jody Anderson, Sara Treiber, Bob Jensen, Dan Johnson
* Brett Baldwin arrived at 2:04
Commissioners Absent: Rose Krie, Alan Skramstad
Staff Present: Glenn Anderson, Kirsten Faurie, Natasha Segelstrom, Sara King
Others Present: None
3. **Adopt Agenda.**
MOTION by Jensen to adopt the November 1, 2022 agenda as presented, seconded by J. Anderson and carried unanimously.
4. **Minutes.** MOTION by J. Anderson to approve the August 2, 2022 minutes as presented, seconded by Jensen and carried unanimously.
5. **Claims.** MOTION by Jensen to approve the July, August, September, and October 2022 claims as presented, seconded by J. Anderson and carried unanimously.
6. **Open Forum.** Johnson called for open forum; no comments were made.
7. **Special Business.**
 - a. **Introduction of Jim Hartshorn, Kanabec County EDA Director:** Jim Hartshorn spoke to the EDA and introduced himself as the new County EDA director. Hartshorn expressed excitement over a significant amount of activity and potential future development projects.
8. **New Business**
 - a. **2022 EDA Budget Amendment:** King informed the EDA that during the city's 2021 audit process, staff learned the generally-accepted accounting rules require funds provided to the EDA from both the City and Utility to be considered "contributions" and not "transfers." King presented changes to consider related to these accounting rules. MOTION by Jensen to approve 2022 budget amendments as presented, seconded by Baldwin and unanimously carried.
 - b. **2023 EDA Budget & Fee Schedule:** Segelstrom presented the 2023 EDA Budget and fee schedule. G. Anderson clarified the budget increase in EDA professional services was proposed to help the EDA respond more quickly to development opportunities. These funds would come from the EDA's reserve funds and are therefore not increasing the tax levy. MOTION by Treiber to approve the 2023 Budget and Fee Schedule, seconded by Baldwin and unanimously carried.

- c. **2023 EDA Meeting Schedule:** MOTION by Jensen to adopt the 2023 EDA Meeting Schedule as presented, seconded by Baldwin and u
- d. **2022 Tax Abatement Report Northland Process Piping:** The EDA reviewed the tax abatement report submitted by Northland Process Piping, as well as the list of open positions and employment advertisements provided by NPP. MOTION by Treiber to recommend annual tax abatement payment of **\$6,584.06** for NPP contingent on verification that at least one of the positions currently being hired for are at the Mora location. Seconded by Jensen and unanimously carried.
- e. **2022 Tax Abatement Report JCF Properties:** The EDA reviewed the tax abatement letter submitted by John Fuhr of JCF Properties, LLC. MOTION by Baldwin to recommend annual tax abatement payment of **\$2,100** for JCF Properties, seconded J. Anderson and unanimously carried.
- f. **Comprehensive Economic Development Strategy:** The EDA discussed and priorities economic development projects to submit as part of the ECRDC's annual Comprehensive Economic Development Strategy Survey. In doing so the city's projects may be more competitive for federal grant funding. The board's consensus was to eliminate two lower priority projects for industrial park signage and construction of a business incubator/spec building in the industrial park. The board placed higher priority on expansion utility infrastructure to the unserved industrial park lots. It was asked to specifically add an emphasis on daycare creation under project 4: community facilities. MOTION by Treiber for staff to update and submit the CEDs survey as discussed. Seconded by Johnson and unanimously carried.

9. **Old Business.** None

10. **Communications**

- a. EDA reviewed Kanabec County EDA Minutes
- b. EDA reviewed the new DEED Kanabec County profile

11. **Reports.**

- a. King presented 3rd Quarter 2022 financial report. King noted transfers were complete to shift funds from the COVID emergency program back into the MIC loan funds. There were no questions or discussion.
- b. Faurie presented an update on the Central Minnesota Housing Partnership Small Cities Development Program. Faurie reported she has made inquiries with CMHP about the possibility of shifting unused funds from rental rehabilitation projects to owner-occupied projects which have been more heavily utilized. Faurie said the EDA may need to vote on a shift of those funds in the future.
- c. Reviewed written report from Faurie

12. **Adjournment.** MOTION by Jensen to adjourn, seconded by Baldwin; motion carried unanimously.

The next meeting of the Economic Development Authority is 2:00 p.m. Tuesday, February 7, 2023.

President

Kirsten Faurie

**CITY OF MORA
CHECK LIST-EDA**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059081 VERIZON WIRELESS						
059081	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.23
CHECK # 059081 VERIZON WIRELESS						
\$8.23						
CHECK # 059133 MORA AREA CHAMBER OF COMMERCE						
059133	MORA AREA CHAM	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	CHAMBER GALA TICKETS - KIR	\$30.00
CHECK # 059133 MORA AREA CHAMBER OF COMMERCE						
\$30.00						
CHECK # 059152 MN DEPT OF EMP & ECON DEV						
059152	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 059152 MN DEPT OF EMP & ECON DEV						
\$3,854.58						
CHECK # 059162 FAURIE, KIRSTEN						
059162	FAURIE, KIRSTEN	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	MILEAGE TO EDA TRNG	\$24.88
CHECK # 059162 FAURIE, KIRSTEN						
\$24.88						
CHECK # 059178 CAMPBELL KNUTSON, P.A.						
059178	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	MISC LEGAL SERVICES-MORT	\$136.20
CHECK # 059178 CAMPBELL KNUTSON, P.A.						
\$136.20						
\$4,053.89						

THE OCTOBER-NOVEMBER 2022 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

President

Kirsten Faurie, Secretary

Treasurer

**CITY OF MORA
CHECK LIST-EDA**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059246	VERIZON WIRELESS					
059246	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.23
CHECK # 059246	VERIZON WIRELESS					\$8.23
CHECK # 059254	AMAZON CAPITAL SERVICES					
059254	AMAZON CAPITAL	ECONOMIC	ECONOMIC DEVEL	Other Operating Sup	FIANACE BOOK FOR FAURIE	\$1.27
CHECK # 059254	AMAZON CAPITAL SERVICES					\$1.27
CHECK # 059282	MN DEPT OF EMP & ECON DEV					
059282	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 059282	MN DEPT OF EMP & ECON DEV					\$3,854.58
CHECK # 059294	AMAZON CAPITAL SERVICES					
059294	AMAZON CAPITAL	ECONOMIC	ECONOMIC DEVEL	Office Supplies	MARKERS	\$5.48
CHECK # 059294	AMAZON CAPITAL SERVICES					\$5.48
CHECK # 059339	FAURIE, KIRSTEN					
059339	FAURIE, KIRSTEN	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	EDA TRAINING MILEAGE	\$169.06
CHECK # 059339	FAURIE, KIRSTEN					\$169.06
CHECK # 059351	VERIZON WIRELESS					
059351	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.23
CHECK # 059351	VERIZON WIRELESS					\$8.23
CHECK # 059363	CAMPBELL KNUTSON, P.A.					
059363	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	LEGAL SERVICES-LAND ACQ, S	\$78.00
CHECK # 059363	CAMPBELL KNUTSON, P.A.					\$78.00
						\$4,124.85

THE NOVEMBER-DECEMBER 2022 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

President

Kirsten Faurie, Secretary

Treasurer

**CITY OF MORA
CHECK LIST-EDA**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059419 ECONOMIC DEVELOPMENT ASSOCIATION						
059419	ECONOMIC DEVEL	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	INTRO TO ECONOMIC DEVLPM	\$200.00
CHECK # 059419 ECONOMIC DEVELOPMENT ASSOCIATION						\$200.00
CHECK # 059467 MN DEPT OF EMP & ECON DEV						
059467	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 059467 MN DEPT OF EMP & ECON DEV						\$3,854.58
CHECK # 059503 NORTHERN TECHNOLOGY INITIATIVE						
059503	NORTHERN TECHN	ECONOMIC	ECONOMIC DEVEL	Dues & Subscriptions	GPS 45:93 2023 MEMBERSHIP	\$850.00
CHECK # 059503 NORTHERN TECHNOLOGY INITIATIVE						\$850.00
CHECK # 059518 INITIATIVE FOUNDATION						
059518	INITIATIVE FOUND	ECONOMIC	ECONOMIC DEVEL	Contributions	2023 PLEDGE/CONTRIBUTION	\$2,250.00
CHECK # 059518 INITIATIVE FOUNDATION						\$2,250.00
CHECK # 059527 VERIZON WIRELESS						
059527	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.23
CHECK # 059527 VERIZON WIRELESS						\$8.23
						\$7,162.81

THE DECEMBER 2022-JANUARY 2023 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

President

Kirsten Faurie, Secretary

Treasurer



MEMORANDUM

Date February 7, 2023
 To EDA
 From Kirsten Faurie, Community Development Director
 RE Small Cities Development Program Grant Amendment Request

SUMMARY

The EDA will consider recommending approval of a request to the Minnesota Department of Employment and Economic Development to amend how grant funds are utilized.

BACKGROUND

In June 2020, the Minnesota Department of Employment and Economic Development (DEED) awarded the city a grant of \$393,300 through the Small Cities Development Program (SCDP). The program is being administered by Central Minnesota Housing Partnership (CMHP).

The grant funds can be used for the rehabilitation of residential properties including owner-occupied homes within certain target areas, and rentals. Eligible projects include repairs to improve health and safety (plumbing, heating, electric, and lead hazards); installation or repair of handicap accessible ramps, doors, and bathroom fixtures; or repairs to building structure (foundation, windows, doors, siding, roofing).

The grant money was divided among four different kinds of projects:

1. Owner-occupied	Budget: \$132,000	Remaining: \$12,667.12
2. Single-family rental	\$88,000	\$74,680.00
3. Duplex rental	\$25,000	\$24,395.00
4. Multi-family rental	\$100,000	\$100,000.00

Funds that are not used by completion of the program (September 2023) are forfeited back to DEED.

City staff and representatives from CMHP noted a lack of response and interest in rental projects. In the interest of making the best use of available funds, staff proposes re-allocating those funds to be used for more owner-occupied projects. There is currently a waitlist for owner-occupied projects; three of which are pre-approved and ready to go pending available funding, plus eight more homeowners who have expressed interest.

The proposed reallocation of funds includes:

- \$24,395 of Duplex Rental funds to owner-occupied projects
- \$75,000 of Multifamily Rental to owner-occupied projects

This reallocation will make \$99,395 available for use on owner-occupied home projects. The original goal was to rehabilitate 6 owner-occupied homes; with these transfers the program could impact 9-10 homes.

Memorandum

There is currently a 4-unit multi-family rental project approved which will be bid this spring and three single-family rental projects in-process.

OPTIONS IMPACTS

1. Recommend approval of the grant amendment request, making more funds available for use on owner-occupied rehabilitation projects which are demonstrating higher demand than rental projects.
2. Do not make the request, leaving funds as originally allocated for rental rehabilitation projects. Unused funds will be forfeited back to DEED.

RECOMMENDATIONS

Pass a motion to recommending city council approval of the DEED grant amendment request as presented

Attachments

Map of SCDP target areas

DEED Grant Amendment Request

**SMALL CITIES DEVELOPMENT PROGRAM
STATE OF MINNESOTA**

GRANT AMENDMENT REQUEST FORM

INSTRUCTIONS

- 1 Determine if this grant amendment request is for an extension or budget adjustment.
- 2 Provide a narrative for this request in the appropriate column.
- 3 For extension request, remember to attach a revised timeline.
(Allow 45 days for extension request to process)
- 4 For budget adjustments, complete the budget adjustment section.
- 5 Request must be signed by staff or elected official who signed the local government resolution for the application, or their successor.
- 6 Scan the request and submit to the DEED representative assigned to the project.

GRANT # CDAP-19-0021-O-FY20
 GRANTEE NAME City of Mora

GRANT EXTENSION

NEW END DATE REQUESTED
 (mm/dd/yy)

AND/OR

REQUEST FOR BUDGET ADJUSTMENT

(Explain in narrative section and complete budget adjustment table below)

NARRATIVE SECTION

**DESCRIBE THE REASON WHY THE AMENDMENT IS BEING REQUESTED. IF A GRANT EXTENSION IS BEING REQUESTED, ATTACH A REVISED TIMELINE CORRESPONDING WITH THE NEW EXTENSION DATE REQUESTED.
 (PLEASE REFER TO THE GRANT AGREEMENT CHAPTER OF SCDP A-Z GUIDE FOR ADDITIONAL INFORMATION)**

Due to lack of response and interest, we have decided to allocate the Duplex Rental funds to the Owner-Occupied activity. In the same context, we have also decided to allocate a portion of the Multi-Family Rental funds to the Owner-Occupied activity. We currently have a 4-unit Multi-Family Rental approved and will be bid this Spring. However, we have had a lack of interest after some initial applicants qualified but withdrew from the program due to the requirements (fair market rents for life of repayment agreement). We have sent out 10 letters to interested Owner-Occupied projects on our waitlist to begin the application process and fund additional needed rehabilitation projects in Target Area A and Plan B.

**COMPLETE THIS SECTION ONLY IF A BUDGET ADJUSTMENT IS BEING REQUESTED
 (PLEASE INCLUDE ALL GRANT ACTIVITIES IN BUDGET AND NOT JUST THOSE BEING ADJUSTED)**

IDIS Activity Number	Activity	Current Budget			Adjustment Requested			Adjusted Budget			Goals	
		SCDP	Other	Total	SCDP	Other	Total	SCDP	Other	Total	Current Goal	Revised Goal
10300	Owner-Occupied	132,000.00	0.00	132,000.00	99,395.00	0.00	99,395.00	231,395.00	0.00	231,395.00	6	10
10302	Single-Family Rental	88,000.00	0.00	88,000.00	0.00	0.00	0.00	88,000.00	0.00	88,000.00	4	4
10304	Duplex Rental	25,000.00	0.00	25,000.00	-24,395.00	0.00	-24,395.00	605.00	0.00	605.00	2	0
10306	Multifamily Rental	100,000.00	0.00	100,000.00	-75,000.00	0.00	-75,000.00	25,000.00	0.00	25,000.00	8	4
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Totals		345,000.00	0.00	345,000.00	0.00	0.00	0.00	345,000.00	0.00	345,000.00		

Signature of Authorized City Official

Date

Signature of SCDP Representative

Date

Signature of SCDP Manager

Date



MEMORANDUM

Date February 7, 2023
To EDA
From Kirsten Faurie, Community Development Director
RE Summary of 2022 Economic Development Activities

SUMMARY

The Economic Development Authority of the City of Mora bylaws establish that the EDA shall prepare and submit an annual report to the City Council by March 1 of each year.

2022 SUMMARY OF ECONOMIC DEVELOPMENT ACTIVITIES

Staff Changes

- City of Mora Community Development Director Angela Grafstrom's last day with the city was May 7, 2022; the city hired Kirsten Faurie as her replacement who started on July 18. The Kanabec County EDA also hired a new executive director, Jim Hartshorn, who began in the fall.

Tax Abatement

- The City of Mora continues to give tax abatement payments for the two organizations that have tax abatement agreements with the city.
 - One, Northland Process Piping, agreed to create 15 FTE jobs over 12 years with a total possible abatement of \$37,500. To date NPP has received \$26,823.15 in abatement.
 - Two, JCF Properties, agreed to renovate the former motel into a minimum of 20 residential units and receive abatement of \$100/unit/year over 10 years with a maximum total abatement of \$20,000. To date JCF has received \$10,333.98 in abatement.

Business Retention & Expansion

- Part of the general services off the Community Development Office is connecting business owners with available resources for funding, business support, planning, education or finding locations that suit their needs. Part of this is accomplished by having regular meetings with area business owners. City staff has partnered with the County EDA and the ECRDC to have regularly scheduled meetings with businesses.

Housing Development

- The city is working closely with the County EDA to bring housing developers on tours of 5-7 sites that could be prime locations for future housing development.
- The Planning Commission and City Council approved rezoning a parcel of property at the intersection of Highway 65/Ninth Street from B-2 General Business District to R-3 Multi-family residential. The property owner has expressed an interest in building either duplexes or fourplexes on the lot starting in the spring of 2023.

Community Venture Network

- In 2022 the GPS 45::93 group was a member of the Community Venture Network. CVN hosts quarterly events that feature presentations by businesses looking for communities that could support them and supply their needs. The events also served as networking opportunities. Staff attended two of these events. GPS 45::93 has not continued their membership to CVN in 2023 and will be instead use the funds for different purposes.

Small Cities Development Program (SCDP)

- The Mora EDA is participating in a 2-year residential rehabilitation program that provides 0% interest, forgivable loans to eligible homeowners and rental owners to repair residences. Eligible projects include repairs to improve health and safety (plumbing, heating, electric, and lead hazards); installation or repair of handicap accessible ramps, doors, and bathroom fixtures; or repairs to building structure (foundation, windows, doors, siding, roofing). The grant program expires September 30, 2023 but may be extended if projects are ongoing.

GPS 45::93

- The City of Mora continued its membership of the GPS 45::93 Economic Development Partnership which promotes the East Central region as a great place to live, work and recreate. The group works to provide education and networking opportunities for members, Promote enhancement of the regional workforce and infrastructure, attract new business and support existing business. Mora was selected to host a meeting of this group in the summer of 2023; Kirsten joined the marketing committee to help the group through a potential name change that will better reflect its purpose.

Childcare

- Staff has participated in the Kanabec Childcare Capacity Builders group on a monthly basis; Kirsten was selected as the group chair in January.
- Staff continues to have conversations with providers, businesses and state agencies to explore options and action plans to support area childcare.

Miscellaneous Activities

- EDA staff has participated in multiple professional development and training opportunities including the Minnesota Economic Development Foundation's Basic Economic Development Course which was a week-long training in October.
- EDA staff attended the Initiative Foundation's Central Minnesota Housing Summit at Grand Casino Mille Lacs Dec. 6-7
- EDA Staff has continuously attended Kanabec EDA meetings
- Participated in a tour of the new Mora High School construction site
- Attended Mora Business Center hosted by BCI
- City Staff has been working with Vasaloppet USA to discuss ways to increase tourism aspects of the Vasaloppet events. Discussion has focused on options for family-friendly side events, street vendors, food and alcohol.

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*

December 31, 2022
[unaudited]

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MORA ECONOMIC DEVELOPMENT AUTHORITY

Fund Budgetary Performance

For the Quarter Ended December 31, 2022

	2022 YTD Budget	2022 YTD Actual	2022 YTD Balance	2022 % YTD Budget
EDA FUND				
Revenues	40,020.00	40,049.07	(29.07)	100.07%
Expenditures	44,356.00	26,467.47	17,888.53	40.33%
Surplus/(Deficit)		13,581.60	(17,859.46)	
RED LOAN FUND				
Revenues	20.00	34.23	(14.23)	-71.15%
Expenditures	-	-	-	-
Surplus/(Deficit)		25.49		
COVID-19 EMERGENCY ASSISTANCE FUND				
Revenues	-	4,900.10	(4,900.10)	-
Expenditures	230.00	76,230.00	76,000.00	3,3043.48%
Surplus/(Deficit)		(71,329.90)	71,329.90	
MIC LOAN FUND				
Revenues	50.00	76,019.48	75,969.48	152038.96%
Expenditures	-	-	-	-
Surplus/(Deficit)		76,019.48	75,969.48	
SCDP 2015-2017 FUND				
Revenues	-	2,906.46	(2,906.46)	-
Expenditures	184.00	12,122.00	(11,938.00)	6,588.04%
Surplus/(Deficit)		(9,515.54)		
SCDP 2020-2022 FUND				
Revenues		107,628.90	(107,628.90)	-
Expenditures	3,000.00	107,628.90	(104,628.90)	3587.63%
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: December 2022

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	\$40,025.60	\$26,479.15	\$52,790.33
G 227-11018 Cash FCB HI-FI	\$31,531.68	\$23.47	\$0.00	\$31,555.15
G 227-11151 Accounts Receivable	\$0.00	\$21.00	\$21.00	\$0.00
G 227-11551 Prepaid Ins	\$0.00	\$182.53	\$182.53	\$0.00
Bal Type A	\$70,775.56	\$40,252.60	\$26,682.68	\$84,345.48
Bal Type E				
G 227-24204 Fund Bal-Undes/Net Asset (en	-\$70,477.45	\$62,050.87	\$75,632.47	-\$84,059.05
Bal Type E	-\$70,477.45	\$62,050.87	\$75,632.47	-\$84,059.05
Bal Type L				
G 227-21600 Accrued Wages/Salaries Paya	-\$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	\$102,315.15	\$102,315.15	\$0.00



CITY OF MORA
BALANCE SHEET
 Current Period: December 2022

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	\$46,254.96	\$46,254.96	\$54,887.18
G 230-11018 Cash FCB HI-FI	\$45,982.43	\$34.23	\$0.00	\$46,016.66
G 230-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type A	\$100,869.61	\$46,289.19	\$46,254.96	\$100,903.84
Bal Type E				
G 230-24204 Fund Bal-Undes/Net Asset (en	-\$100,869.61	\$0.00	\$34.23	-\$100,903.84
Bal Type E	-\$100,869.61	\$0.00	\$34.23	-\$100,903.84
Bal Type L				
G 230-20815 Due to Minnesota Dept of DE	\$0.00	\$46,254.96	\$46,254.96	\$0.00
G 230-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type L	\$0.00	\$46,254.96	\$46,254.96	\$0.00
Fund 230 RED LOAN FUND	\$0.00	\$92,544.15	\$92,544.15	\$0.00



CITY OF MORA
BALANCE SHEET
Current Period: December 2022

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	\$76,230.00	\$9,528.12
Bal Type A	\$80,858.02	\$4,900.10	\$76,230.00	\$9,528.12
Bal Type E				
G 231-24204 Fund Bal-Undes/Net Asset (en	-\$80,858.02	\$76,230.00	\$4,900.10	-\$9,528.12
Bal Type E	-\$80,858.02	\$76,230.00	\$4,900.10	-\$9,528.12
Fund 231 COVID-19 EMERGENCY ASSISTAN	\$0.00	\$81,130.10	\$81,130.10	\$0.00



CITY OF MORA
BALANCE SHEET
 Current Period: December 2022

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	\$19.48	\$90,000.00	\$4,780.85
Bal Type A	\$4,761.37	\$166,019.48	\$90,000.00	\$80,780.85
Bal Type E				
G 232-24204 Fund Bal-Undes/Net Asset (en	-\$4,761.37	\$0.00	\$76,019.48	-\$80,780.85
Bal Type E	-\$4,761.37	\$0.00	\$76,019.48	-\$80,780.85
Fund 232 MIC LOAN FUND	\$0.00	\$166,019.48	\$166,019.48	\$0.00



CITY OF MORA
BALANCE SHEET
 Current Period: December 2022

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	\$3,339.95	\$12,755.79	\$54,788.09
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	\$3,339.95	\$12,755.79	\$54,788.09
Bal Type E				
G 270-24204 Fund Bal-Undes/Net Asset (en	-\$64,003.63	\$12,555.49	\$3,339.95	-\$54,788.09
Bal Type E	-\$64,003.63	\$12,555.49	\$3,339.95	-\$54,788.09
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	\$16,095.74	\$16,095.74	\$0.00



CITY OF MORA
BALANCE SHEET
Current Period: December 2022

Year End

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	\$107,628.90	\$107,886.78	-\$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	\$107,628.90	\$107,886.78	-\$257.88
Bal Type E				
G 271-24204 Fund Bal-Undes/Net Asset (en	\$257.88	\$108,013.90	\$108,013.90	\$257.88
Bal Type E	\$257.88	\$108,013.90	\$108,013.90	\$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	\$215,900.68	\$215,900.68	\$0.00



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

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	\$23.47	-\$3.47	-17.35%	_____
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	_____
Dividends	\$0.00	\$21.00	-\$21.00	0.00%	_____
Rent	\$0.00	\$0.00	\$0.00	0.00%	_____
Contributions & Donations	\$40,000.00	\$40,000.00	\$0.00	0.00%	_____
Misc Income	\$0.00	\$4.60	-\$4.60	0.00%	_____
Trf from General Fund	\$0.00	\$0.00	\$0.00	0.00%	_____
Trf from Enterprise Fund	\$0.00	\$0.00	\$0.00	0.00%	_____
Dept 47610 ECONOMIC DEVE	\$40,020.00	\$40,049.07	-\$29.07		
Fund 227 ECONOMIC DEVELOPM	\$40,020.00	\$40,049.07	-\$29.07		
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	\$34.23	-\$14.23	-71.15%	_____
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	\$34.23	-\$14.23		
Fund 230 RED LOAN FUND	\$20.00	\$34.23	-\$14.23		
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%	_____
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	\$19.48	\$30.52	61.04%	_____
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%	_____
Dept 47825 MIC LOAN PROGR	\$50.00	\$76,019.48	-\$75,969.48		
Fund 232 MIC LOAN FUND	\$50.00	\$76,019.48	-\$75,969.48		
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	\$2,906.46	-\$2,906.46	0.00%	_____
Dept 46323 SCDP REHABILITA	\$0.00	\$2,906.46	-\$2,906.46		
Fund 270 SMALL CITIES DEVELO	\$0.00	\$2,906.46	-\$2,906.46		
Fund 271 SMALL CITIES DEVELOP 2020-2022					



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

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	\$107,628.90	-\$107,628.90	0.00%	_____
SCDP Program Income	\$0.00	\$0.00	\$0.00	0.00%	_____
Dept 46323 SCDP REHABILITA	\$0.00	\$107,628.90	-\$107,628.90		
Fund 271 SMALL CITIES DEVELO	\$0.00	\$107,628.90	-\$107,628.90		
	\$40,090.00	\$231,538.24	-\$191,448.24		



CITY OF MORA
Expenditure Guideline For EDA
 Current Period: December 2022

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	\$13,278.20	\$5,230.80	28.26%	
PERA	\$1,323.00	\$960.26	\$362.74	27.42%	
FICA	\$1,148.00	\$813.80	\$334.20	29.11%	
Medicare	\$268.00	\$190.29	\$77.71	29.00%	
VEBA or H.S.A.	\$240.00	\$100.00	\$140.00	58.33%	
Health Insurance	\$3,120.00	\$2,024.45	\$1,095.55	35.11%	
Life Insurance	\$28.00	\$27.70	\$0.30	1.07%	
Dental Insurance	\$0.00	\$17.40	-\$17.40	0.00%	
Office Supplies	\$50.00	\$40.36	\$9.64	19.28%	
Other Operating Supplies	\$25.00	\$7.46	\$17.54	70.16%	
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Small Tools & Equipment	\$0.00	\$115.30	-\$115.30	0.00%	
Engineering	\$0.00	\$0.00	\$0.00	0.00%	
Legal Services	\$2,000.00	\$1,095.20	\$904.80	45.24%	
Professional Services - Misc	\$150.00	\$3,000.00	-\$2,850.00	-1900.00%	
Telephone	\$125.00	\$71.58	\$53.42	42.74%	
Postage	\$20.00	\$0.00	\$20.00	100.00%	
Meetings, Training, & Travel	\$300.00	\$474.94	-\$174.94	-58.31%	
Advertising	\$500.00	\$0.00	\$500.00	100.00%	
Contributions	\$2,250.00	\$2,250.00	\$0.00	0.00%	
Insurance	\$110.00	\$111.01	-\$1.01	-0.92%	
Workers Comp Insurance	\$147.00	\$71.52	\$75.48	51.35%	
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	\$26,467.47	\$17,888.53	40.33%	
Fund 227 ECONOMIC DEVELOPM	\$44,356.00	\$26,467.47	\$17,888.53	40.33%	
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	\$230.00	\$0.00	0.00%	
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%	
Dept 47822 COVID-19 EMERG	\$230.00	\$76,230.00	-\$76,000.00	-33043.48%	
Fund 231 COVID-19 EMERGENCY	\$230.00	\$76,230.00	-\$76,000.00	-33043.48%	



CITY OF MORA
Expenditure Guideline For EDA
 Current Period: December 2022

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	\$322.00	-\$138.00	-75.00%	_____
Contract Services	\$0.00	\$11,800.00	-\$11,800.00	0.00%	_____
Postage	\$0.00	\$0.00	\$0.00	0.00%	_____
Advertising	\$0.00	\$0.00	\$0.00	0.00%	_____
Dept 46323 SCDP REHABILITA	\$184.00	\$12,122.00	-\$11,938.00	-6488.04%	
Fund 270 SMALL CITIES DEVELO	\$184.00	\$12,122.00	-\$11,938.00	-6488.04%	
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	\$107,628.90	-\$107,628.90	0.00%	_____
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	\$107,628.90	-\$104,628.90	-3487.63%	
Fund 271 SMALL CITIES DEVELO	\$3,000.00	\$107,628.90	-\$104,628.90	-3487.63%	
	\$47,770.00	\$222,448.37	-\$174,678.37	-365.67%	

**MORA ECONOMIC DEVELOPMENT AUTHORITY**

Notes to the Financial Statements

For the Quarter Ended December 31, 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).



MEMORANDUM

Date February 7, 2023
To Economic Development Authority
From Kirsten Faurie, Community Development Director
RE Report

SUMMARY

Industrial Park and other Commercial Development

Northstar RE: In 2018, the City of Mora entered a purchase agreement with Northstar RE for Lot 4, Block 3 of the Mora Industrial Park 2nd addition. The terms of that agreement included job creation goals of 14 FTE jobs by Dec. 18, 2022. As of January 2023, Northstar RE is short 8 jobs of that goal. According to the terms of the agreement and promissory note, Northstar RE owes the city payment of \$2,816.96 for each missing job for a total of **\$22,535.68**. Those funds are currently being held in escrow and will be released upon certification by the city that the job creation obligations have not been satisfied.

Land Inquiries: The office occasionally receives inquiries from realtors looking for sites that suit their clients; Staff has been able to provide connections or make suggestions and that hopefully will pan out and fill some vacant storefronts on Union Street. Have had multiple meetings with property owners and various realtors to discuss commercial and residential development options.

Business Retention & Expansion

City staff has partnered with the County EDA and the ECRDC to have regularly scheduled meetings with business owners. The intent is to discuss their needs and how the city can assist (examples include expansion, succession plans, workforce development, trainings, etc.)

Vasaloppet

City staff has been conversing with Vasaloppet USA board members. Discussion has focused on options for family-friendly events, street vendors, and the plausibility of serving food and alcohol.

GPS 45:93

The City of Mora continued its membership of the GPS 45:93 Economic Development Partnership which promotes the East Central region as a great place to live, work and recreate. The group changed its meeting schedule to every-other month. Mora was selected to host a meeting of this group in the summer of 2023; Kirsten joined the marketing committee to help the group through a potential name change that will better reflect its purpose.

Kirsten most recently attended their meeting on Friday, Feb. 3. The next meeting is 11 a.m.-1 p.m. Friday, March 24 at Pine Technical and Community College.

Childcare

Staff has participated in the Kanabec Childcare Capacity Builders group on a monthly basis; Kirsten was selected as the group chair in January.

Housing Development

The city is working closely with the County EDA to bring housing developers on tours of 5-7 sites that could be prime locations for future housing development. The Planning Commission and City Council approved rezoning of a parcel of property at the intersection of Highway 65/Ninth Street from B-2 General Business District to R-3 Multi-family residential. The property owner has expressed an interest in building either duplexes or fourplexes on the lot starting in the spring of 2023. Another site is in the closing process and has the potential to add an additional 9-18 housing units. There is a shortage of available housing throughout the state and being able to increase area housing helps support the area workforce.

Quality of Place - Infrastructure

Another economic development tool is building overall “quality of place” i.e. building the type of community where people want to live. In terms of improving local infrastructure, Kirsten assisted in writing a grant for an extension of the city bike trail and is participating with MnDOT on their Highway 23/65 Corridor study.

Highway 23/65 Corridor Open House

The Minnesota Department of Transportation is studying the Hwy 65/23 Corridor in Mora in order to understand the needs, identify future improvements and develop an ultimate vision for the corridor. Phase I which is to introduce the study, develop project goals, learn about current conditions/issues and ask for community feedback. MnDOT is currently asking locals to provide them with input.

MnDOT and the city are hosting public open house: **5-7 p.m. Wednesday, Feb. 22 at Mora City Hall**

Feedback and comments regarding Hwy 65/23 can be provided at <https://talk.dot.state.mn.us/>



CITY OF MORA, MN
SUMMARY OF CONSTRUCTION ACTIVITY 2022

	2022	2021
TOTAL NUMBER OF BUILDING PERMITS ISSUED	162	161
TOTAL VALUATION OF PERMITS	\$6,540,224	\$3,251,950

Total Commercial Permits	17	15
Total Commercial Valuation	\$2,917,906	\$747,030

Total Residential Permits	117	130
Total Residential Valuation	\$3,622,318	\$2,504,920

New Single Family Homes

-
1. Less Caswell 720 Highway 65
 2. Heartland Acre 404 Bluebird St
 3. Heartland Acre..... 406 Bluebird St
 4. Heartland Acre..... 409 Cardinal St
 5. Heartland Acre..... 411 Cardinal St
 6. Regency of Minnesota Inc..... 708 Kenwood Ln
 7. Regency of Minnesota Inc 709 Kenwood Ln
 8. Regency of Minnesota Inc 732 Kenwood Ln
 9. Regency of Minnesota Inc 721 Portage Ave
 10. Regency of Minnesota Inc 942 Frankie Ln

New Commercial Buildings

-
1. Dollar General 140 Little Ranches Rd
 2. RJ Mechanical 901 N Industrial Park Rd

Building Official Services Invoiced

-
1. City of Ogilvie \$4,270.25
 2. City of Quamba \$203.19

Miscellaneous

-
1. Maintenance Permits..... 71
 2. Plumbing Permits 17

3. Mechanical Permits	25
4. Fence Permits	7
5. Sign Permits	8
6. Demolition Permits	4
7. Forfeited Deposits	\$14,000.00

MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

November 9, 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: Wayne Davis, Lonnie Ness, Alison Holland (via Webex), Kathi Ellis (via WebEx), Lisa Holcomb, Kirsten Faurie

Members Absent: Ivan Black, Jerry Tvedt, Craig Smith

Staff Present: EDA Director Jim Hartshorn and Administrative Assistant Kelsey Schiferli

Others Present: City of Mora Administrator Glen Anderson. Don Patnode and Greg Chaffin from Bluewaters Companies Inc.

3:31pm - Chairperson Lonnie Ness called the meeting to order.

Action #1 – It was moved by Wayne Davis, seconded by Lisa Holcomb and carried unanimously to approve the agenda with the following changes: Add website discussion under item #9, other discussion. Add #5d, per diem discussion.

Action #2 – It was moved by Alison Holland, seconded by Lisa Holcomb and carried unanimously to approve the October 12, 2022 minutes as presented.

Jim Hartshorn introduced special guests Don Patnode and Greg Chaffin from Bluewaters Companies Inc.

Don Patnode and Greg Chaffin from Bluewaters Companies Inc. gave a presentation regarding a proposed housing project in the City of Ogilvie. The group expressed consensus for the company to move forward with the project.

The group reviewed the Fund Balance Report and Revenue/Expenditure Report ending October 31, 2022.

Action #3 – It was moved by Kathi Ellis, seconded by Kirsten Faurie and carried unanimously to approve the October 2022 financial reports as presented.

Jim Hartshorn led a discussion regarding per diems for members of the EDA. The group expressed consensus to continue issuing per diem checks for the year each December, based upon the attendance chart created by the EDA Director.

Jim Hartshorn gave verbal updates regarding ongoing work in the EDA Office, and how it relates to the five items of the Kanabec County EDA Strategic Plan.

Lisa Holcomb led a discussion regarding the EDA portion of the Kanabec County Website. The group expressed consensus to make the following changes: remove all but the 2022 Minutes & Agendas, remove the “committees” tab, remove the current broadband page and replace with new information, remove events that are outdated.

Lonnie Ness gave an update regarding meeting dates. Information only, no action was taken.

Upcoming Meetings & Events –

Chamber of Commerce Gala – Nov 9, 5pm

Child Care Capacity Builders Committee – Nov 10

Broadband Meeting – Nov 15

Next GPS:45:93 Meeting – Nov 18

East Central Housing Organization (ECHO) – Nov 23

Community Venture Network – Dec 2

Next Regular EDA Meeting – Dec 14

Tour of the new Mora High School – Dec 14, 3:30pm (pending confirmation)

Action #4 – It was moved by Kathi Ellis, seconded by Alison Holland and carried unanimously to adjourn the meeting at 4:27pm and to meet again in regular session on Wednesday, December 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)

December 21, 2022 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

317 Maple Ave E, Mora, MN 55051

and Online/Teleconference via Webex

UNAPPROVED MINUTES

Members Present: Jerry Tvedt, Wayne Davis, Ivan Black, Lisa Holcomb, Kirsten Faurie, Lonnie Ness (WebEx), Kathi Ellis (WebEx), Alison Holland

Members Absent: Craig Smith

Staff Present: EDA Director Jim Hartshorn and Administrative Assistant Kelsey Schiferli

Others Present: City of Mora Administrator Glen Anderson and Commissioner Elect Peter Ripka

3:31pm - Chairperson Lonnie Ness called the meeting to order.

Action #1 – It was moved by Alison Holland, seconded by Lisa Holcomb and carried unanimously to approve the agenda with the following correction: Change the location from the New Mora High School to Kanabec County Courthouse, Meeting Room #3.

Action #2 – It was moved by Lisa Holcomb, seconded by Kathi Ellis and carried unanimously to approve the November 9, 2022 Minutes as presented.

EDA Director Jim Hartshorn presented the EDA Financials.

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

Vendor	Purpose	Amount
ODP Business Solutions	Office Supplies - Planner	19.99
Jim Hartshorn	Reimbursement for Relocation	2,000.00
	2 Claims Totaling:	<u><u>\$2,019.99</u></u>

Action #4 – It was moved by Kathi Ellis, seconded by Lisa Holcomb and carried unanimously to accept the Fund Balance Report and Revenue/Expenditure Report ending November 30, 2022 as presented.

EDA Director Jim Hartshorn gave a verbal report regarding the five strategic plan items and related project updates. Broadband, Training Resources, Childcare and Housing were discussed. Information only, no action was taken.

EDA Director Jim Hartshorn gave an update regarding the Annual Gene Anderson Memorial Conference. The conference planning committee made the decision to cancel the event this year due to lack of registrants and a speaker. Information only, no action was taken.

EDA Director Jim Hartshorn gave a brief overview of the memberships the EDA has with the following organizations: Economic Development Association of MN (EDAM), MN Association of Professional County Economic Developers (MAPCED), Dept. of Employment and Economic Development (DEED), East Central Housing Organization (ECHO), East Central Regional Development Commission (ECRDC), the Initiative Foundation and GPS::45::93. Information only, no action was taken.

Upcoming Meetings & Events –

- a. MN Marketing Partnership Meeting – Dec 15
- b. East Central Housing Organization (ECHO) – Dec 28
- c. Nect EDA Board (Annual meeting – Jan 11
- d. Child Care Capacity Builders (CCB) Committee – Jan 12
- e. Hwy 23 Coalition Committee – Jan ?
- f. GPS::45::93 Committee – Jan ?

Other Discussion – EDA Director Jim Hartshorn plans to meet with Kanabec County Township Representatives in early spring. The tour of the New Mora High School will be rescheduled, possibly on February 11th.

Action #5 – It was moved by Alison Holland, seconded by Ivan Black and carried unanimously to adjourn the meeting at 4:11pm.

The Kanabec County EDA will meet again on Wednesday, January 11, 2023 for the Annual Meeting at 3:30pm in Courthouse Basement Meeting Room #3.

Respectfully submitted,
Kelsey Schiferli
Kanabec County Coordinator's Assistant

(320) 632-9255
405 First Street SE
Little Falls, MN 56345



ifound.org

January 26, 2023

Kristin Faurie, Economic Development Director
City of Mora
101 Lake St S
Mora, MN 55051-1588

Dear Kristin,

We have received the city of Mora's EDA 2023 funding to support the work of the Initiative Foundation in Central Minnesota. Please extend our appreciation to your EDA board. Thank you!

Together, we work to build strong local economies and vibrant communities. Your investment supports economic development through business financing activities designed to create living-wage jobs, diversify economies and leverage private sector investment. Communities are strengthened through signature leadership training and capacity building programs, grants to local units of government and nonprofit organizations, early childhood initiatives, and scholarships. This year, we will continue to help our communities with needs related to the COVID-19 crisis. This work will provide lasting impact on the health of the region and the future of rural Minnesota.

We realize the past several years have been difficult, and we encourage you to reach out to us if we can be of any additional assistance.

We truly value your partnership and your support.

Sincerely,

A handwritten signature in black ink that reads 'Matt'.

Matt Varilek
President

A handwritten signature in black ink that reads 'Carl'.

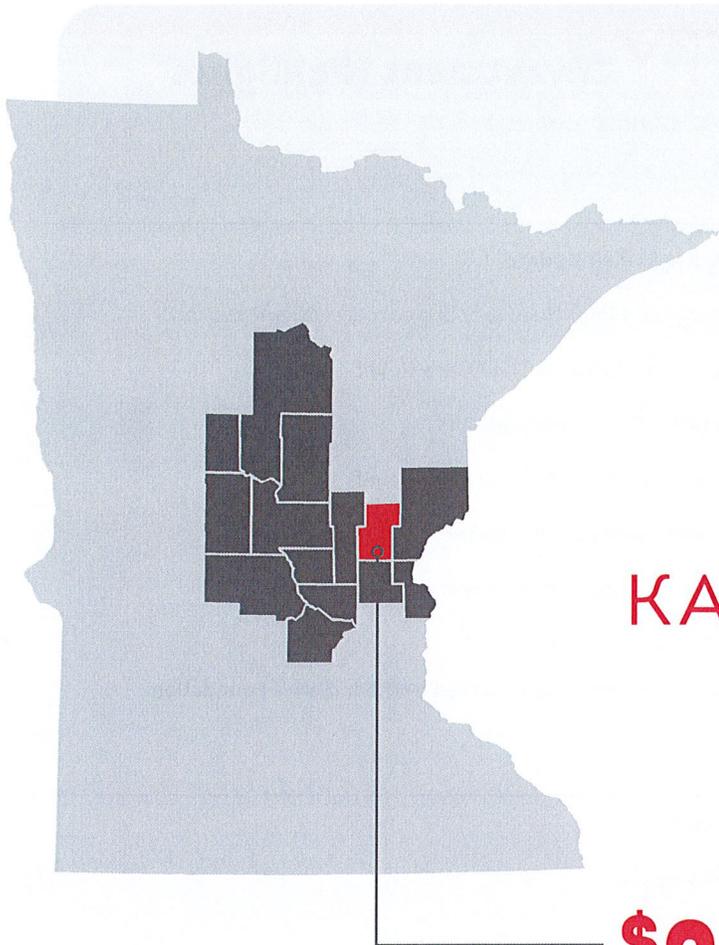
Carl Newbanks
Director of Development

CC: Glen Anderson, City Administrator



Powering Possible

Equal opportunity lender, provider and employer.



Initiative Foundation at work in
KANABEC COUNTY

\$273,763

in local donations to the Initiative Foundation.

\$2.18 MILLION

returned to Kanabec County in grants and loans.

Our Mission:

To empower people throughout Central Minnesota to build a thriving economy, vibrant communities and a lasting culture of generosity.

405 First Street SE
Little Falls, MN 56345
(877) 632-9255
ifound.org

Return on Investment

For every local dollar contributed, the Initiative Foundation has invested **\$7.96** back into Kanabec County.

Economic Impact

[1986 to present]

- Delivered 143 grants totaling **\$996,200**
- Partnered on 24 loans totaling **\$661,950**
- Created or retained **143 quality jobs**
- Leveraged **\$2.3 million** in outside capital
- Hosted **3** Partner Funds



Powering Possible

Equal opportunity lender, provider and employer.

KANABEC COUNTY **Investment Highlights**

For a full listing of Initiative Foundation investments in Kanabec County, contact us at (877) 632-9255.

Grants Thriving Economy, Thriving Communities

Kanabec County Economic Development Authority	Strategic Plan Update
True Directions, Inc.	Outpatient Peer Recovery Support Services Program
Lindsay's Mora Family Childcare*	Essential Worker & Child Care Relief
Tusen Tack	General Operating Support
Melissa Pioske Child Care*	Essential Worker & Child Care Relief
The Grand Event Center**	Small Business Relief Grant
Ann River Winery, LLC**	Small Business Relief Grant

* Indicates Minnesota Department of Education grant administered by the Initiative Foundation.

** Indicates Minnesota Department of Employment and Economic Development grant administered by the Initiative Foundation.

Business Financing Local Ownership, Quality Jobs

Hamilton Funeral Homes, Inc., Mora	Service
Love the Journey, Inc., Mora	Service

Charitable Funds Activating Generosity

Bachman Engelking Scholarship Fund | Housing Fund of the Greater Mora Area | Childcare & Early Childhood Education Fund

Community Action The Power of Partnership

→ Lori Peterson started Love the Journey in 2014 to provide outpatient mental health counseling in Mora. When it came time to purchase the Mora building and renovate it in 2017, Peterson accessed an Initiative Foundation loan. Now, Peterson has expanded Love the Journey to Hinckley, thanks to a partnership with Neighborhood National Bank and a subsequent Initiative Foundation loan. The expansion has resulted in increased mental health services and the creation of jobs in Hinckley.

→ For nearly 20 years, the Blandin Foundation has been committed to helping rural communities connect to broadband resources. Because many East Central Minnesota households do

not have access to broadband internet, a group from Kanabec and Pine counties and the Mille Lacs Tribal Economy worked with the Blandin Foundation's Community Broadband Resources Program to learn how to acquire and deploy federal and state broadband funds. Several Initiative Foundation-funded broadband feasibility studies are in process.

→ A group of Kanabec County providers received free child care and business finance training through First Children's Finance by participating in the Initiative Foundation's Child Care Solutions program. With support from the Minnesota Department of Employment and Economic Development, the Initiative Foundation is working with

communities and counties to develop innovative solutions to address the shortfall of up to 17,000 child care slots needed to meet family demand in Central Minnesota.

→ Unique times present unique challenges. And a host of Central Minnesota nonprofits were up to the task during #GiveAtHomeMN, a May 2020 fundraising event. Enticed by a \$3,000 matching grant, Tusen Tack, a Braham-based thrift store that uses proceeds to support regional communities, earned the top prize by being the first to reach \$3,000 in donations. Surprise grants of \$1,000 were awarded to Friends of Linden Hills, Inc., in Little Falls and New Pathways in Cambridge.



PROJECTS FUNDED IN KANABEC COUNTY

2019-2021

GRANT AWARDS	Project Title	Funding Source	Amount
True Directions, Inc.	Outpatient Peer Recovery Support Services Program	Innovation Fund	\$5,000
Kanabec County Economic Development Authority	Strategic Plan Update	Economic Development	\$2,500
Minnesota Safe Ride	Sober Cab Program in Kanabec and Pine Counties	John & Bonnie Schlagel Endowment	\$1,800
Jessica Anlauf	Apple Blossom Naturals, LLC	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Diversified Bronze & Manufacturing, Inc.	Diversified Bronze & Manufacturing, Inc.	Central Minnesota Emergency Relief & Recovery Fund	\$15,000
Sportsmen's Café	Donald Larson	Central Minnesota Emergency Relief & Recovery Fund	\$15,000
Charlotte L. Brown	School-age Summer Care	Central Minnesota Emergency Relief & Recovery Fund	\$4,750
Richie's Barber Style	Pine County Assistance Grant	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Tusen Tack	General Operating Support	Innovation Fund	\$1,000
Lindsay's Mora Family Childcare	Essential Workers & Child Care Relief	Central Minnesota Emergency Relief & Recovery Fund	\$1,500
Charlotte Brown	Essential Workers & Child Care Relief	Central Minnesota Emergency Relief & Recovery Fund	\$1,500
Virginia Madison	Essential Workers & Child Care Relief	Central Minnesota Emergency Relief & Recovery Fund	\$1,000
Melissa Pioske Child Care	Essential Worker & Child Care Relief	Central Minnesota Emergency Relief & Recovery Fund	\$1,500
Kanabec County Family Services	Workforce Mobility	Innovation Fund	\$2,500
Lakes & Pines Community Action Council, Inc.	Provide Basic Unmet Needs During COVID-19	Central MN Emergency Relief & Recovery Fund	\$5,000
Minnesota Safe Ride	Sober Cab Program in Kanabec and Pine Counties	John & Bonnie Schlagel Endowment	\$2,000
Kanabec County	Implementation of Strategic Child Care Supply Plan Goal #3	Early Childhood	\$3,000
Lisa Gall	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
MK & L, Inc.	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Cherscot, Inc.	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000

PROJECTS FUNDED IN KANABEC COUNTY

2019-2021

Bradley J. Lindgren	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Brenda Gotvald	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
The Grand Event Center	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Ann River Winery, LLC	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Amy Schifsky	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Stenstrom Jewelry, Inc.	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Andrew Crisman	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
The Market on Main, LLC	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Donald J. Larson	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Eagles Cove Resort	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Lynn Elling	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Dennis B. Tepler	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Robert B. Oehrlein	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
A Cut Above Salon, Inc.	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
CB&G, LLC	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Sundown Campground, LLC	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000

PROJECTS FUNDED IN KANABEC COUNTY

2019-2021

Wallace W. Wagamon	Minnesota Department of Employment and Economic Development Emergency Business Relief Grants	Central Minnesota Emergency Relief & Recovery Fund	\$10,000
Kanabec County	Kelling Site Workforce Housing Feasibility Study	Economic Development	\$10,000
Kanabec County	Kanabec County Child Care Capacity Building	Early Childhood	\$10,000

BUSINESS FINANCE INVESTMENTS	Participating Lender	Business
Hamilton Funeral Homes, Inc., Mora	Frandsen Bank	Service
Love the Journey, Mora	Neighborhood National Bank	Service
Aaron's Total Car Care, Mora	First Citizens Bank	Service

The Value of Belonging

GPS consultants and members are available resources to assist cities and counties in business retention, attraction, and expansion. We work in promoting the East Central Minnesota area as a great place to live, work and play! We've elevated the visibility of the region with site selectors and real estate professionals with our annual GPS-hosted Familiarization (Fam) events in Minnesota.

Utility companies, financial institutions, and real estate companies are afforded access to potential new business, assistance in strengthening existing businesses, and a voice in shaping regional economic development strategy through membership. Educational entities and community-based organizations benefit from partnership with a wide array of members and from opportunities to advance their missions and grow and strengthen their communities. GPS maintains memberships that allow available properties in the region to be listed on internet sites used locally and nationally by site selectors. Private businesses can access financial, business growth, and workforce resources. Paid members will have a presence on the updated GPS 45:93 website which is targeted at business relocation specialists and at businesses looking for a location.

Our members bring a broad, professional knowledge base and access to resources including specializations in economic and community development, workforce development, business development, housing and social services, broadband issues, local government, education, and private industry expertise. Our group collaboration affords us the opportunity to:

- act regionally
- provide education and networking opportunities for our members
- promote enhancement of the regional workforce and infrastructure
- attract new business and financial investment
- support existing business retention and expansion as a means to strengthen and promote our regional economy.

Become a Member Today!

City of Cambridge	Chisago County HRA-EDA	Presbyterian Homes and Services
City of Hinckley EDA	Kanabec County EDA	Nemadji Research Corporation
City of Isanti	East Central Regional Development Commission	Welia Health
City of Mora	Central Minnesota Jobs & Training Services, Inc.	University of MN Extension Service
City of North Branch EDA	Minnesota Energy Resources Corporation	Essentia Health
City of Pine City EDA	Minnesota Power	First Citizens Bank
City of Princeton	Women's Business Alliance/Entrepreneur Fund	Falcon National Bank
City of Rush City	Mille Lacs Corporate Ventures	Minnesota Business Finance Corp.
City of Sandstone	East Central Regional Arts Council	Hill Capital Corporation
Pine County	Pine Technical & Community College	North 65 Chamber of Commerce
Isanti County	Anoka Ramsey Community College	

2022 Highlights

- **Operating Plan Implementation:** GPS went through a planning process in late 2022 to develop a new operating plan for 2023-2024. GPS worked with the Northspan Group, Inc., its contracted consultant, to gather feedback on work completed in recent years and to review the group's existing mission and priorities. The process resulted in a new 2023-2024 Operating Plan that will guide GPS's work over the next two years.
- **Workforce:** Innovative Approaches to Career Readiness events continue to be a focus, bringing attention to new ideas and highlighting regional success. In May 2022 the event highlighted Launch Your Future Today (LYFT), a rural career and technical education (CTE) pathway initiative with the purpose of rebuilding CTE in southwest and west central Minnesota. LYFT is business driven, student-centered, and brings together school districts, higher education, workforce agencies and businesses to ensure student success. Students become more aware of local/regional career opportunities, understand their interests & abilities, and are equipped to pursue a CTE pathway that best fits them. A Social Media for Schools training was offered to all schools across the GPS region in 2022. This offered resources for schools to assist them in planning, implementing, or updating their social media strategies and delivery as a means to become even more connected with their local businesses and communities. Committee members were involved with Manufacturing Month tours and events to promote businesses and careers in the region.
- **Broadband:** GPS continued its broadband work in 2022 through its role as a Governing Member of the Minnesota Rural Broadband Coalition. The Coalition advocates for funding the Border-to-Border Broadband Program and the Office of Broadband. This year there was \$95,000,000 available for grants for the State of Minnesota - the most in the history of the program. Several of the GPS communities were awarded Border-to-Border broadband grants throughout the region. Pine and Kanabec Counties and the Mille Lacs Band of Ojibwe participated in the [Blandin Broadband Communities program](#) to help direct and strengthen the local efforts to bring broadband services to more residents and businesses within a region that has been traditionally underserved.
- **Regional Marketing:** In April, GPS held an in-person "Familiarization" event for site selectors, real estate agents and other influencers to showcase the region. The keynote speakers for this event included Ben Winchester, Senior Research Fellow at the University of Minnesota Extension, Center for Community Vitality and DEED Executive Director of Business Development Catalina Valencia. GPS also partnered with the East Central Regional Development Commission to bring in super-regional and statewide economic developers, as well as housing developers to see the area and talk about opportunities for growth in East Central Minnesota.
- **Annual Meeting:** Kelly Asche, Research Associate for the Center for Rural Policy and Development gave a presentation titled "From Chasing Smokestacks to Chasing People", which was held at the Princeton Civic Center in September this year. As demographic shifts occur in MN, we are entering a new era with more available jobs than people to fill them and communities have to begin shifting the way that they look at economic development – we don't need to chase the businesses, we need to attract the people to our communities.
- **Educational Opportunities:** GPS hosted speakers on the following topics in 2022: East Central Energy Broadband Update; First Children's Finance and the Pine County Child Care Study; Jill Brown, Public Information Officer for the NLX Alliance; Stephan Salmonson, PROtective Services Inc to discuss CyberSecurity; Melanie Klies shared the North Woods & Waters Economic Impact Study; Lezlie Sauter shared on the Short-Term Rental market and how it impacts housing; Minnesota Forest Resources Partnership; and Virginia Rutter presented on Minnesota's Clean Energy Transition.
- **Organizational:** GPS continues to work with Karl Schuettler of the Northspan Group as its Organizational Consultant and Becky Schueller of the Pine City Area Chamber as its Administrative Assistant & Bookkeeper.