



Meeting Agenda  
City of Mora, Economic Development Authority  
**2 p.m. Tuesday, March 12, 2024**  
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      ☐ David Youngquist      ☐ Robert Jensen      ☐ Dan Johnson  
☐ Brett Baldwin      ☐ Alison Holland      ☐ Mike Segner      ☐ Rose Krie
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 January 9, 2024
5. Claims *(all can be done as one motion)*
  - a. Approve claims from December 2023-January 2024
  - b. Approve claims from January-February 2024
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. Guest Speaker: Jordan Zeller, East Central Regional Development Commission (ECRDC)
8. New Business
  - a. EDA Fund 2023 Budget Amendment – Kelly Christianson
9. Old Business
  - a. Northstar Pontoons Industrial Park Land Purchase Proposal
  - b. Review Downtown Commercial Corner/ Feed Mill Site & status of Vincent Fashemo's proposal
10. Reports
  - a. EDA Quarterly Financial Report (4<sup>th</sup> quarter 2023)
  - b. Report of Recent Activity - Kirsten Faurie
11. Communications
  - a. Kanabec County EDA Minutes – January 10 (Unapproved)
  - b. GPS:45:93/East Central Development Partnership Annual Renewal & 2023 Highlights
  - c. Initiative Foundation – Contribution Thank You
12. Adjournment  
The next meeting of the EDA is scheduled for **2 p.m. Tuesday, May 14, 2024**

City of Mora Economic Development Authority  
Minutes  
**2 p.m. Tuesday, January 9, 2024**  
Mora City Hall, 101 Lake St. S, Mora, MN

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Pursuant to due call and notice thereof Dan Johnson called to order the regular meeting of the EDA at 2 p.m., on Tuesday, January 9, 2024 in the Mora City Hall Council Chambers.

**2. Oath of Office:** None

- 3. Roll call:** Present: Jody Anderson, David Youngquist, Robert Jensen, Dan Johnson, Brett Baldwin, Alison Holland, Rose Krie  
Absent: Mike Segner  
Staff present: Community Development Director Kirsten Faurie, City Administrator Glenn Anderson  
Guests: Derek Carlson of Northstar Pontoons

- 4. Adopt Agenda:** MOTION made by Jensen, seconded by Baldwin, and unanimously carried to adopt the agenda as presented.

- 5. Election of Officers for 2024:** MOTION by Baldwin, seconded by Krie and unanimously carried to elect Segner as President, Johnson as Vice President, Jensen as Treasurer and Faurie as Secretary.

- 6. Approval of Minutes:** Faurie noted a change to the Nov. 8 minutes: Item 4 "*Minutes: MOTION made by Segner, seconded by J. Anderson and unanimously carried to approve the May 2, 2023 minutes as presented*" should be amended to read, "*Minutes: MOTION made by Krie, seconded by Youngquist and unanimously carried to approve the August 1, 2023 minutes as presented.*"

MOTION made by Baldwin, seconded by Krie, and unanimously carried to approve the November 8, 2023 minutes with the change.

- 7. Claims:** MOTION by Baldwin, seconded by Youngquist, and unanimously carried to approve the October-November 2023 and November-December 2023 claims.

- 8. Open Forum:** No one spoke during open forum

- 9. Special Business:** None

**10. New Business:**

- a. Bylaw Amendment: Faurie presented a proposed change to the EDA Bylaws. At their Nov. 8, 2023 meeting, the EDA board came to the consensus to change their regular meeting schedule from quarterly to bimonthly. The EDA's current bylaws stipulate quarterly meetings, therefore changing the regular meeting frequency requires changing the bylaws. Faurie recommended changing the bylaws to use language recommended by the League of MN Cities which would allow more flexibility and let the EDA establish a its meeting frequency and schedule annually via resolution.

MOTION by Youngquist, seconded by Krie and unanimously carried to approve:

RESOLUTION NO. EDA2024-111  
A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF MORA, MINNESOTA AMENDING ITS BYLAWS



City of Mora Economic Development Authority

Minutes

**2 p.m. Tuesday, January 9, 2024**

Mora City Hall, 101 Lake St. S, Mora, MN

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- b. Small Cities Development Program Update: Faurie reviewed the progress being made in the SCDP program. Staff is suggesting a transfer of grant project funds from rental projects to owner-occupied, which have seen more demand. MOTION by Baldwin, seconded by Krie and unanimously approved to make the grant amendment request to MN DEED.
  - c. 2023 Annual Summary of Economic Development Activities: The EDA bylaws establish that the EDA shall prepare and submit an annual report to the City Council of the EDA's activities. Faurie presented a draft summary; Jensen suggested the addition of information regarding the opening of the new Mora High School. MOTION by Youngquist, seconded by Baldwin and unanimously carried to approve the report for City Council with the addition of information about the new Mora High School.
  - d. U of M Tourism Assessment: Faurie provided the EDA with a brief overview of the U of M Extension's Tourism Assessment Program. Cost for the city to participate would be approximately \$8,000; Several board members expressed that the cost seemed high and were unsure if the information provided by the assessment would be worth the cost. The EDA directed staff to reach out to other cities that have participated and ask if they felt the program was a worthwhile investment. Staff was also directed to communicate with other groups that may be willing to partner in the project and share costs, such as the Kanabec County EDA, Mora Area Chamber of Commerce, City of Ogilvie, and area Lions Clubs. Organizations such as the Initiative Foundation may contribute grant funds as well. Faurie noted that the EDA has funds available as it budgeted \$35,000 for "Professional Services" in 2024.

**11. Old Business:**

- a. Adopt 2024 Schedule: MOTION by Jensen, seconded by Krie and unanimously carried to approve:

RESOLUTION NO. EDA2024-112

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF MORA, MINNESOTA ADOPTING THE 2024 MEETING SCHEDULE

- b. Updates regarding land purchase proposals from Vincent Fashemo and Northstar Pontoons: Faurie updated the EDA on two proposals they heard at their Nov. 8 meeting to purchase property from the city: Vincent Fashemo who has proposed building a mixed-use building on the Downtown Commercial Corner/Former Feed Mill site; and Derek Carlson of Northstar Pontoons who has proposed purchasing Industrial Park property to leave his existing investor and location, then eventually expand his boat manufacturing business.

Regarding Fashemo's project, staff is communicating with him and connecting him with local banks so he can establish project funding before the EDA moves forward in considering the land sale.

Similarly, Carlson's project has several other steps to complete before the EDA takes next steps in considering the land sale. Carlson noted that those steps are underway; separating from his current investor is complete; talks with Wells Fargo are in process.

City of Mora Economic Development Authority

Minutes

**2 p.m. Tuesday, January 9, 2024**

Mora City Hall, 101 Lake St. S, Mora, MN

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Jensen asked if the city should put out a Request for Proposals on the Downtown Commercial Corner before it commits to selling it to Fashemo. J. Anderson discussed the price of the downtown corner and stated she heard from others in the community they had been told there was a set price of approximately \$170,000. Faurie said this surprised her as this was different from her understanding of the history of the property and price. G. Anderson encouraged J. Anderson to contact those community members and have them reach out to city staff to clear up any misunderstandings.

Discussion of an RFP for the site will be added to the next agenda.

**12. Reports:**

- a. Summary of Construction Activity: The EDA reviewed the Summary of Construction Activity – 2023. J Anderson asked if the two homes constructed by Recovering Hope should have been listed under Commercial Buildings rather than Single-Family Homes. Faurie would check with the building official and report back.
- b. Report of Recent Activity: Faurie reviewed her recent activities related to economic development and upcoming conferences. Jensen recalled a topic of the GPS 45::93 annual meeting which were villages of utility sheds used by vendors to create market areas. Faurie will add discussion of this as a future agenda item. Faurie also shared a memo from Kanabec County regarding review of a proposed cannabis use ordinance.

- 13. Adjournment:** MOTION to adjourn by Jensen, seconded by J. Anderson, and unanimously carried to adjourn the EDA meeting at 2:58 p.m. The next regular meeting of the Planning Commission is scheduled for **2 p.m. Tuesday, March 12, 2024.**

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Kirsten Faurie  
Community Development Director

# CITY OF MORA

## CHECK LIST-EDA

02/15/24 10:42 AM

Page 1

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
061500	NORTHERN TECHNOLOGY INITIATIVE					
061500	NORTHERN TECHN	ECONOMIC	ECONOMIC DEVEL	Dues & Subscriptions	2024 EAST CENTRAL DEV PAR	\$850.00
061500	NORTHERN TECHNOLOGY INITIATIVE					\$850.00
061503	VERIZON WIRELESS					
061503	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.25
061503	VERIZON WIRELESS					\$8.25
061512	AMAZON CAPITAL SERVICES					
061512	AMAZON CAPITAL	ECONOMIC	ECONOMIC DEVEL	Office Supplies	EASEL PAPER PAD	\$84.99
061512	AMAZON CAPITAL SERVICES					\$84.99
061520	EHLERS & ASSOCIATES					
061520	EHLERS & ASSOCIA	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	2024 PUBLIC FINANCE SEMIN	\$250.00
061520	EHLERS & ASSOCIATES					\$250.00
061554	MN DEPT OF EMP & ECON DEV					
061554	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
061554	MN DEPT OF EMP & ECON DEV					\$3,854.58
061567	ELAN FINANCIAL SERVICES					
061567	ELAN FINANCIAL S	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	EHLERS SEMINAR - FAURIE H	\$331.71
061567	ELAN FINANCIAL S	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	WINTER CONF - FAURIE - EDA	\$350.00
061567	ELAN FINANCIAL SERVICES					\$681.71
061578	AMAZON CAPITAL SERVICES					
061578	AMAZON CAPITAL	ECONOMIC	ECONOMIC DEVEL	Office Supplies	VERTICAL FILE SORTER	\$12.00
061578	AMAZON CAPITAL SERVICES					\$12.00
061592	LEAGUE OF MN CITIES INS TRUST					
061592	LEAGUE OF MN CIT	ECONOMIC		Prepaid Ins	2024 PROP & CASUALTY INS P	\$102.00
061592	LEAGUE OF MN CITIES INS TRUST					\$102.00
061599	FAURIE, KIRSTEN					
061599	FAURIE, KIRSTEN	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	MILEAGE REIMB FOR 3 MEETI	\$267.33
061599	FAURIE, KIRSTEN					\$267.33
061603	LEAGUE OF MN CITIES INS TRUST WC					
061603	LEAGUE OF MN CIT	ECONOMIC		Prepaid Ins	2024 WORKERS COMP INS PR	\$66.74
061603	LEAGUE OF MN CITIES INS TRUST WC					\$66.74
061615	VERIZON WIRELESS					
061615	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.25
061615	VERIZON WIRELESS					\$8.25
061622	CAMPBELL KNUTSON, P.A.					
061622	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	BY-LAWS	\$60.00
061622	CAMPBELL KNUTSON, P.A.					\$60.00
						\$6,245.85

**THE JANUARY-FEBRUARY 2024 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:**

\_\_\_\_\_  
President

\_\_\_\_\_  
Kirsten Faurie, Secretary

\_\_\_\_\_  
Treasurer

CITY OF MORA  
CHECK LIST-EDA

01/12/24 8:32 AM  
Page 1

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
061283	CAMPBELL KNUTSON, P.A.	<i>This claim was previously approved - deducted from total</i>				
061283	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	MISC LEGAL SERVICES-BUSIN	<del>\$185.00</del>
061283	CAMPBELL KNUTSON, P.A.					<del>\$185.00</del>
061338	MN DEPT OF EMP & ECON DEV					
061338	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
061338	MN DEPT OF EMP & ECON DEV					\$3,854.58
061382	EDAM					
061382	EDAM	ECONOMIC	ECONOMIC DEVEL	Dues & Subscriptions	MEMBERSHIP DUES	\$320.00
061382	EDAM					\$320.00
061383	INITIATIVE FOUNDATION					
061383	INITIATIVE FOUND	ECONOMIC	ECONOMIC DEVEL	Contributions	2024 ANNUAL CONTRIBUTION	\$2,250.00
061383	INITIATIVE FOUNDATION					\$2,250.00
						\$6,609.58

Previous Approved Claim: - 185.00  
Total Claims Paid: 6,424.58

THE DECEMBER 2023-JANUARY 2024 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

\_\_\_\_\_  
President

\_\_\_\_\_  
Kirsten Faurie, Secretary

\_\_\_\_\_  
Treasurer



# MEMORANDUM

Date: March 12, 2024  
 To: Economic Development Authority  
 From: Kelly Christianson, Accountant  
 RE: EDA Fund 2023 Budget Amendment

## SUMMARY

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

## BACKGROUND INFORMATION

On January 9, 2024, the EDA Board of Commissioners revised its bylaws for regular meetings language through Res. EDA2024-111. Through Res. EDA2024-112, the EDA Board changed its regular meetings from quarterly to bimonthly. This results in an increase to the originally budgeted wage & salaries expense. While the amendment is minor, amending the EDA Fund budget demonstrates the EDA's desire for good financial stewardship and thorough follow-thru of its bylaw revisions.

**Relating to update in EDA bylaws and Res. EDA2024-112 EDA establishing expanded meeting schedule:**

Type	Account Code	Account Description	Current 2024 Budget	(Proposed) Amended 2024 Budget	Change from Current Budget (\$)	Justification
Expense	E 227-47610-101	Wage & Salaries	\$ 17,321	\$ 17,671	\$ 350	On January 9, 2024, the EDA Board of Commissioners bylaw revision changing its regular meetings from quarterly to bimonthly. This results in an increase to the originally budgeted Wage & Salaries expense.
			-	-	-	
			-	-	-	
			\$ 17,321	\$ 17,671	\$ 350	Net effect to EDA Reserve Balance

## OPTIONS & IMPACTS

- Motion to approve 2024 budget amendments, as presented.
- Do not approve 2024 budget amendments.

## RECOMMENDATIONS

Motion to approve 2024 budget amendments, as presented.



# MEMORANDUM

Date: November 8, 2023  
To: Economic Development Authority  
From: Kirsten Faurie, Community Development Director  
RE: Land Purchase and Development Proposal – Derek Carlson

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## SUMMARY

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The EDA will determine next steps regarding a proposal from Derek Carlson of Northstar Pontoons to purchase and develop seven city-owned lots in the Mora Industrial Park.

## BACKGROUND INFORMATION

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On November 8, 2023, Derek Carlson of Northstar Pontoons presented the EDA with a proposal to purchase and develop seven city-owned lots in the Mora Industrial Park.

Since his initial presentation, Mr. Carlson has provided additional detail regarding his plans for the lots and proposed structures (attached). Mr. Carlson will be present to discuss his proposal to the EDA and address any questions.

Staff requests the EDA discuss if it is in favor of the proposed project, whether or not it would like to see the proposed project move forward.

If the EDA would like the project to move forward, staff recommends establishing a review committee to review the proposal details with the goal of providing a recommendation to the EDA.

## RECOMMENDATION

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Discuss the proposal and next steps. Consider referring the proposal to the EDA Review Committee made up of three members of the EDA and the EDA Executive Director.

## *Attachments*

*Letter of Intent to Purchase Land within the Mora Industrial park*

*Map of Industrial Park*

*Submitted Site Plans*



## Intent to Purchase Real Estate

City of Mora  
101 Lake St S  
Mora Mn 55051  
Attention: Glen Anderson  
10-17-2023

NorthStar would like to submit this letter of intent to purchase additional Land within the Mora Industrial Park.


Land to be purchased.

- 1) Parcel ID # 22-06990-00
  - a. 3.81 Acres
  - b. Purchase Price \$3,810.00
- 2) Parcel ID #22-06995-00
  - a. 9.160 Acres
  - b. Purchase Price \$9,160.00
- 3) Parcel ID #22-07005-00
  - a. 6.340 Acres
  - b. Purchase Price \$6,340.00
- 4) Parcel ID #22-07010-00
  - a. 7.620 Acres
  - b. Purchase Price \$7,620.00
  - c. This property has messed up property lines.
- 5) Parcel ID #22-06970-00
  - a. 2.37 Acres
  - b. Purchase Price \$2,370.00
- 6) Parcel ID #22-06975-00
  - a. 2.370 Acres
  - b. Purchase Price \$2,370.00
- 7) Parcel ID #22-06980-00
  - a. 3.680 Acres
  - b. Purchase Price \$3,680.00

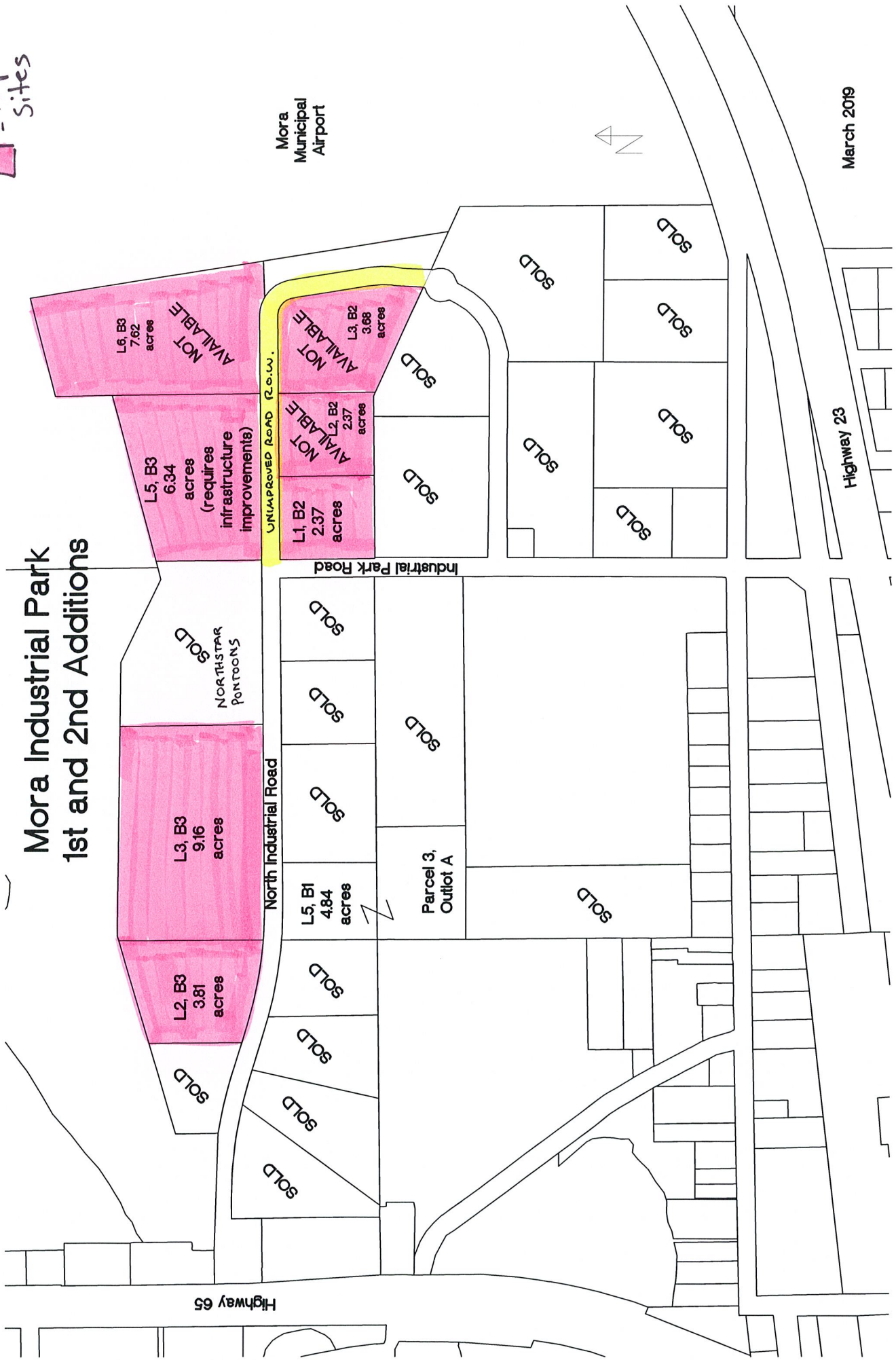
Total Purchase Price \$35,350.00 (Estimated Land Vale \$288,900.00)  
Total Acres 35.35

NorthStar would requests North Industrial Park Road eastbound to Industrial Park Boulevard Northbound be vacated.

Thank you.  
NorthStar Pontoons  
Derek Carlson & Robert Davidson  
320-515-1444

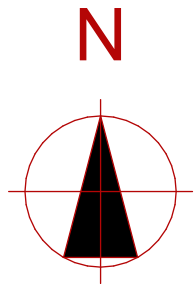
 = Proposed Sites

# Mora Industrial Park 1st and 2nd Additions



March 2019





1" = 100'

- PROPOSED BUILDING ( 14,116 SQ. FT.)
- ASPHALT (20,732 SQ. FT.)
- LANDSCAPING (384 SQ. FT.)
- EXTERIOR CONCRETE SIDEWALK (3,054 SQ. FT.)
- CONCRETE AT LOADING BAY/OVERHEAD DOORS (2,200 SQ. FT.)
- GRAVEL (38,150 SQ. FT.)

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UNAUTHORIZED REPRODUCTION OF THESE PLANS IS A VIOLATION OF FEDERAL LAW.

PROJECT NAME: **Robert Davidson**  
PROJECT LOCATION: **1200 N Industrial Rd. Mora MN 55051**

BUILDING DESCRIPTION: **75'-0" X 160'-0" X 20'-0" WAREHOUSE**  
DESIGN NUMBER: **46'-0" X 46'-0" X 10'-0" OFFICE**

592 Industrial Drive  
Winnet, Minnesota 55395

320-485-2844 800-710-4726

Fax 320-485-3625

www.rambuildings.com

Contractor License Number 20171976



DRAWN BY: S.K.

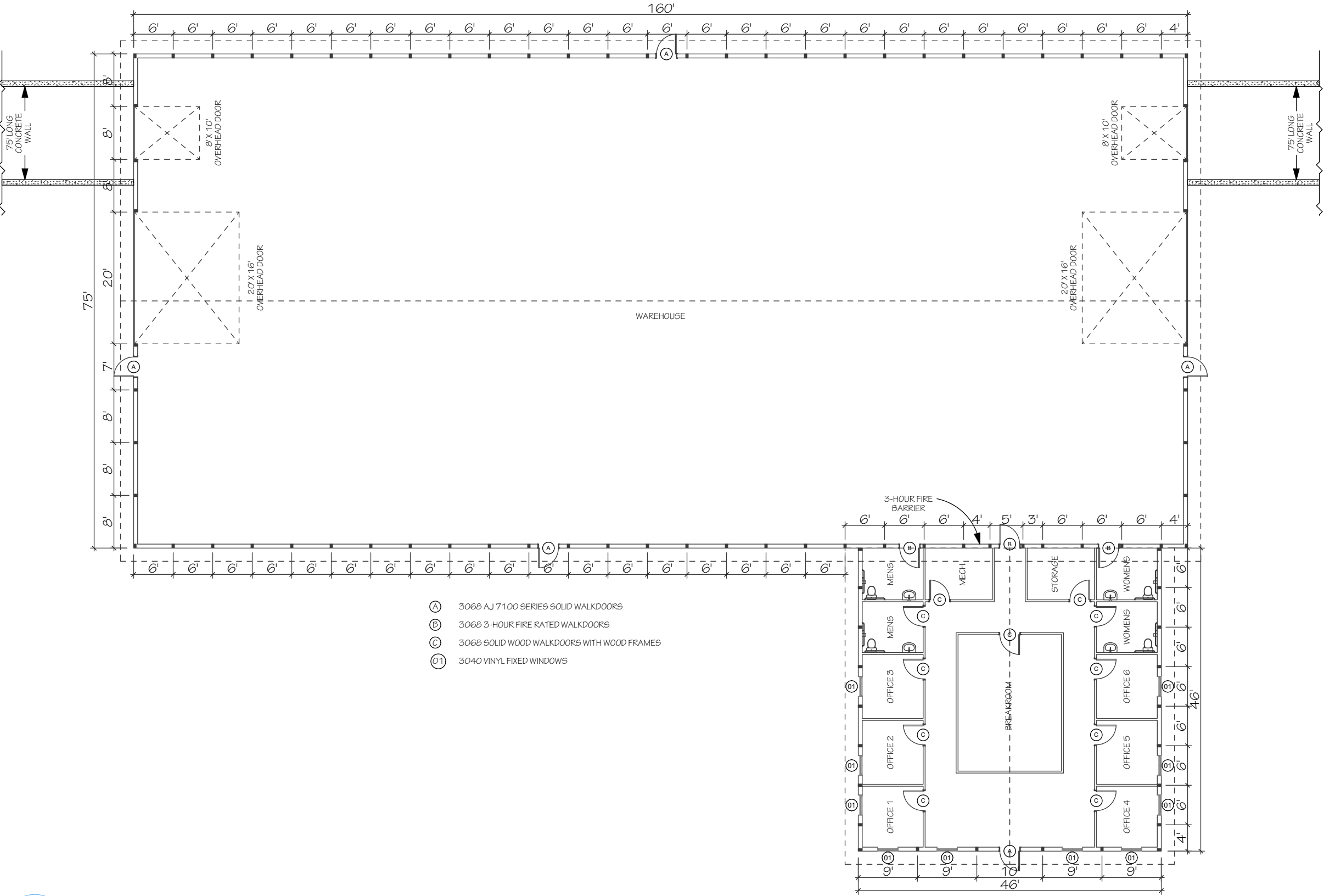
DATE: 1/17/2024

SHEET 3 OF 3



1  
A1

1st FLOOR PLAN  
SCALE: 1/16" = 1'-0"



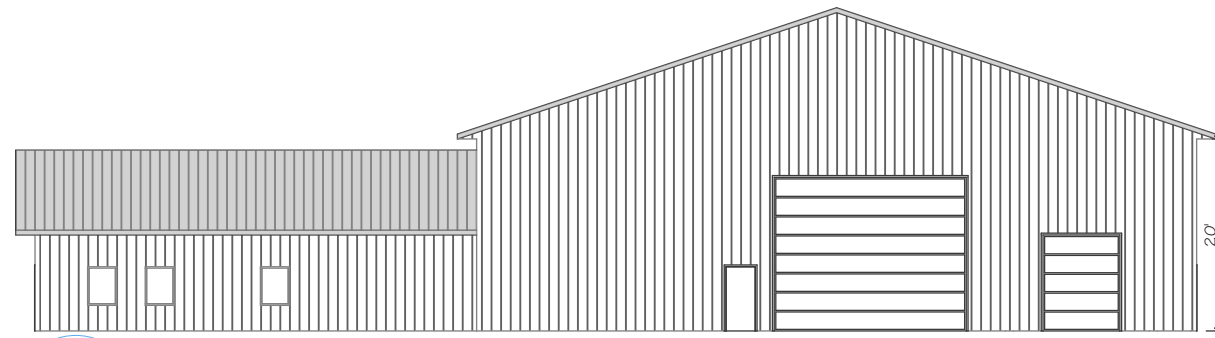
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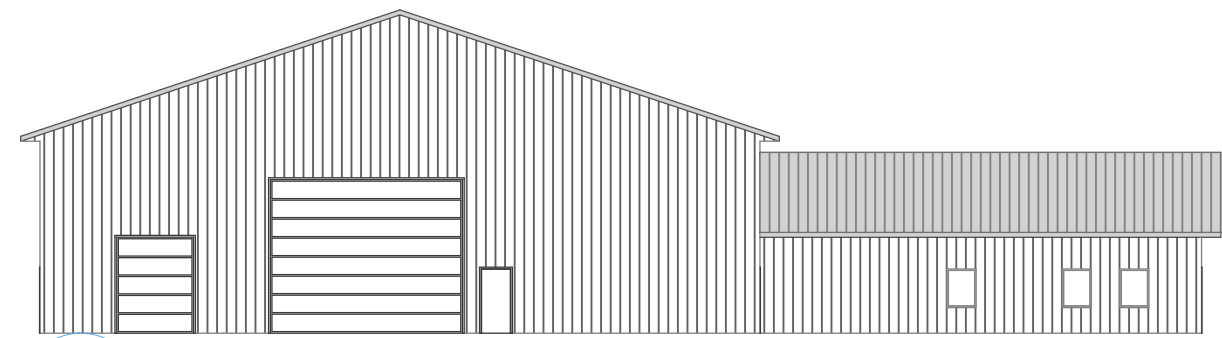


PROJECT NAME: Robert Davidson  
PROJECT LOCATION: 1200 N Industrial Rd. Mora MN 55051  
BUILDING DESCRIPTION: 75'-0" X 160'-0" X 20'-0" WAREHOUSE  
DESIGN NUMBER: 46'-0" X 46'-0" X 10'-0" OFFICE

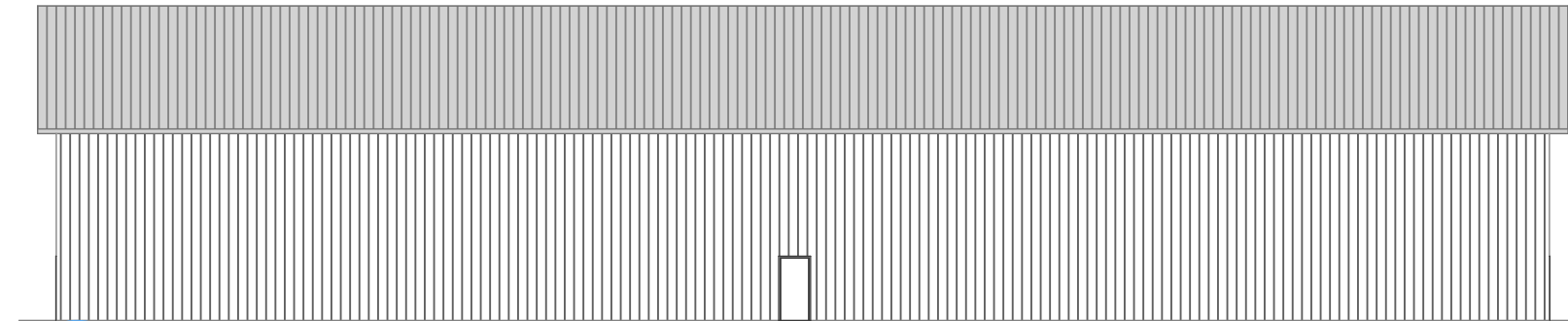
DRAWN BY: S.K.  
DATE: 1/17/2024  
SHEET 1 OF 3



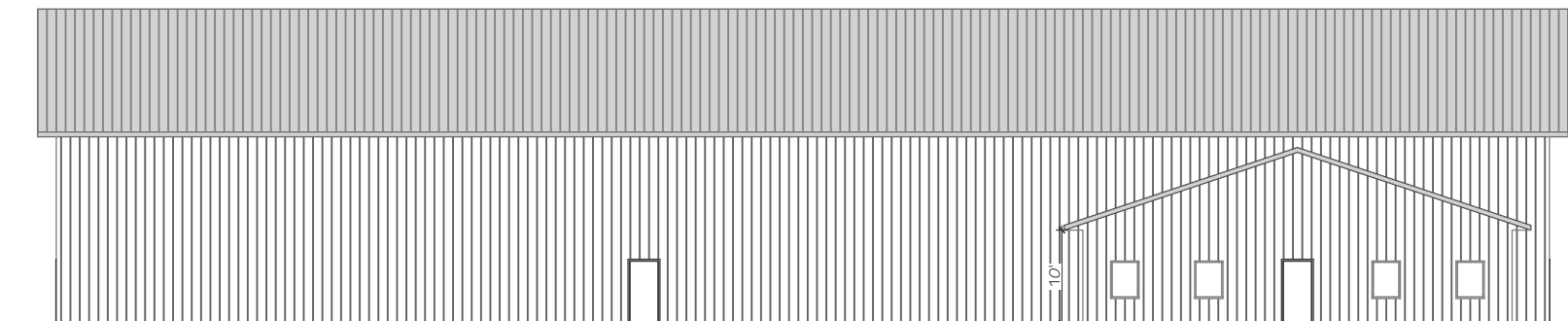
1  
A2 EAST ELEVATION  
SCALE: 1" = 20'



2  
A2 WEST ELEVATION  
SCALE: 1" = 20'



3  
A2 NORTH ELEVATION  
SCALE: 1" = 20'



4  
A2 SOUTH ELEVATION  
SCALE: 1" = 20'

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Fax 320-485-3625  
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DRAWN BY: S.K.  
DATE: 1/17/2024  
SHEET 2 OF 3



LOT 5  
BLOCK 3

LOT 6  
BLOCK 3

NORTHSTAR  
PONTOONS

R.O.W. LOT

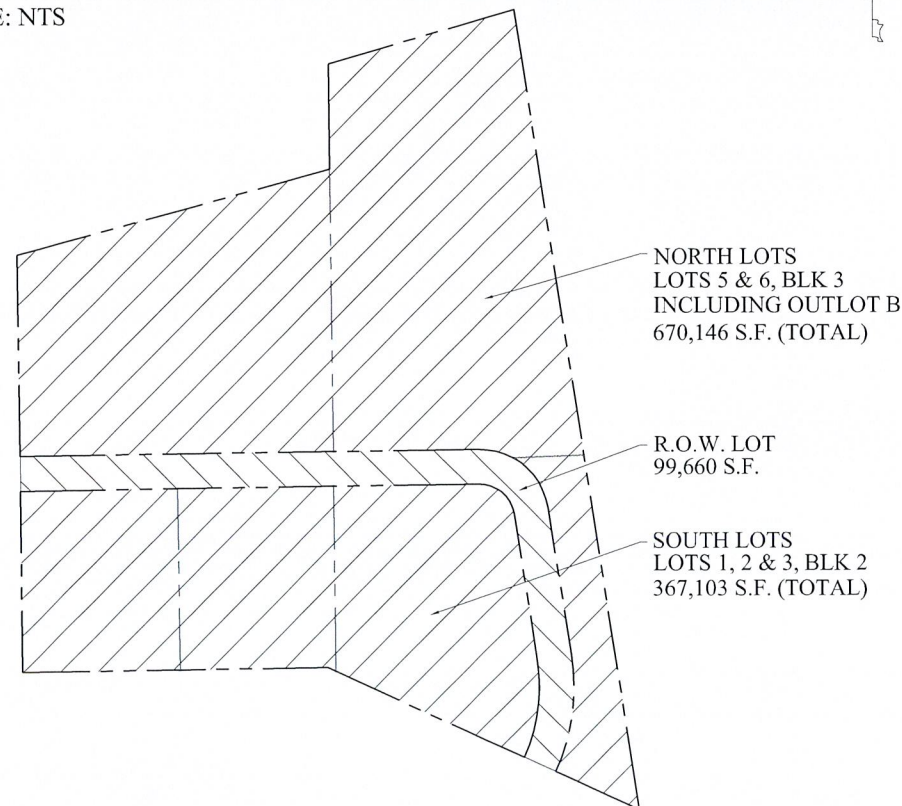
LOT 1  
BLOCK 2

LOT 2  
BLOCK 2

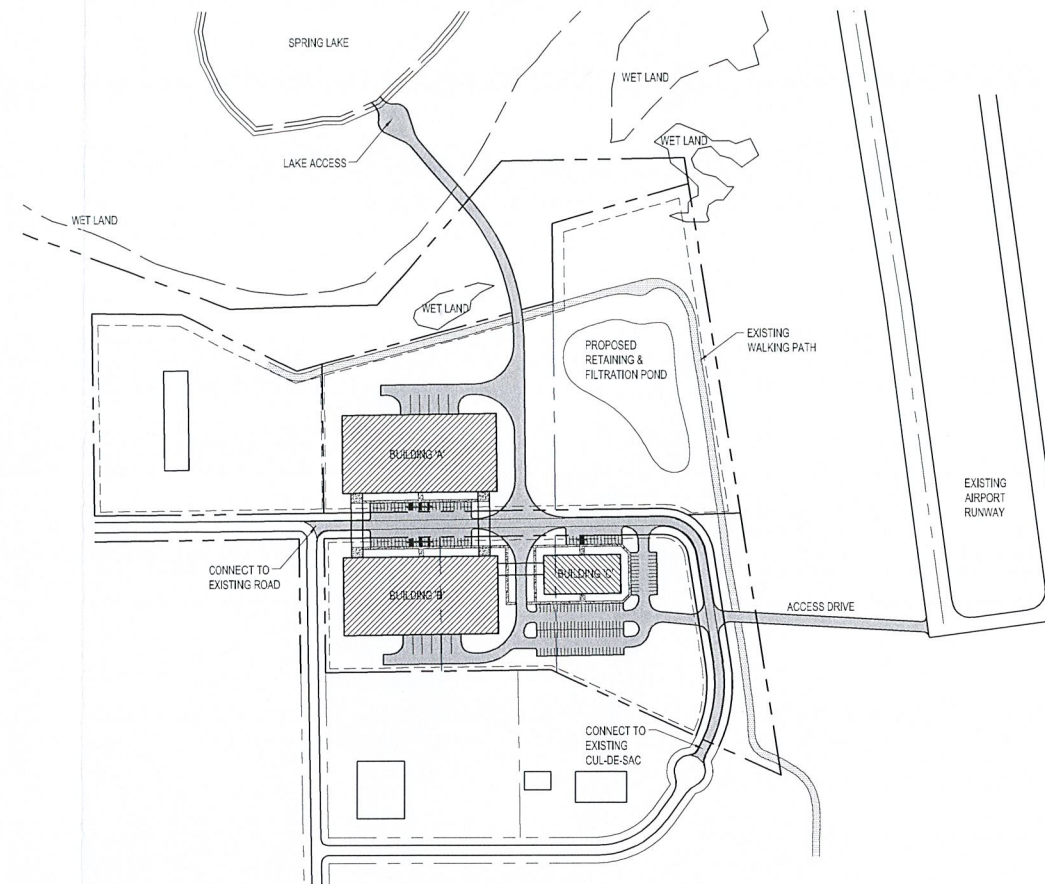
LOT 3  
BLOCK 2

OUT  
LOT B

## SCALE: NTS



## SCALE: NTS



SCALE: 1" = 240'-0"

SWD CHECKS					
<b>South Lot</b>		<b>367,103 SF</b>	<b>8.43 acres</b>		
Building	80,000 SF	22% of site			
Building	20,000 SF	5% of site			
Floor Area Ratio	100,000 SF	27% of site			
			< 50% required		
<b>Impervious Surface Calculations</b>					
Building	80,000 SF	22% of site			
Building	20,000 SF	5% of site			
Drive Lane /Parking	86,478 SF	24% of site			
Sidewalk	10,099 SF	3% of site			
Total	196,577 SF	54% of site			
			no min/max required		
<b>Off-Street Parking Calculations</b>					
Building	80,000 SF	Gross Floor Area	80 stalls required		
Building	80,000 SF	Gross Floor Area	80 stalls required		
Building	20,000 SF	Gross Floor Area	20 stalls required		
	180,000 SF	Gross Floor Area	180 stalls required		
			193 stalls provided		
Required: (1) stall for every 1,000 SF of Gross Floor Area					
<b>Loading Dock</b>					
Building	80,000 SF	Gross Floor Area	1 dock required	plus	3 docks required
Building	80,000 SF	Gross Floor Area	1 dock required	plus	3 docks required
Building	20,000 SF	Gross Floor Area	1 dock required	plus	1 docks required
	180,000 SF	Gross Floor Area	3 docks required	plus	7 docks required
			12 docks provided		
<b>North Lot</b>					
<b>670,146 SF</b>		<b>15.38 acres</b>			
Building	80,000 SF	12% of site			
Floor Area Ratio	80,000 SF	12% of site			
			< 50% required		
<b>Impervious Surface Calculations</b>					
Building	80,000 SF	12% of site			
Drive Lane /Parking	45,506 SF	7% of site			
Sidewalk	3,600 SF	1% of site			
Walking Path	40,356 SF	6% of site			
Total	169,462 SF	25% of site			
			no min/max required		
<b>Road R.O.W. Lot</b>					
<b>99,660 SF</b>		<b>2.29 acres</b>			
<b>Impervious Surface Calculations</b>					
Drive Lane	61,239 SF	61% of site			
Total	61,239 SF	61% of site			
			no min/max required		
<b>Impervious Surface Calculations</b>					
Total Lots	1,136,909 SF	26.10 acres			
Building	80,000 SF	7% of site			
Building	80,000 SF	7% of site			
Building	20,000 SF	2% of site			
Floor Area Ratio	180,000 SF	16% of site			
			< 50% required		
<b>Impervious Surface Calculations</b>					
Building	80,000 SF	7% of site			
Building	80,000 SF	7% of site			
Building	20,000 SF	2% of site			
Drive Lane /Parking	193,223 SF	17% of site			
Sidewalk	13,699 SF	1% of site			
Walking Path	40,356 SF	4% of site			
Total	427,278 SF	38% of site			
			no min/max required		
Required: 10,000 < 100,000 SF = (1) Loading Dock plus (1) for every 1,000 SF over plus (1) for every 35,000 SF floor area					

## DISCLAIMER OF WARRANTIES

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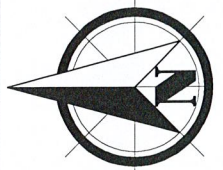
# Northstar Pontoon *Expansion*

Page: 1 of 2

Date: 12-12-22Revised: \_\_\_\_\_  
Revised: \_\_\_\_\_

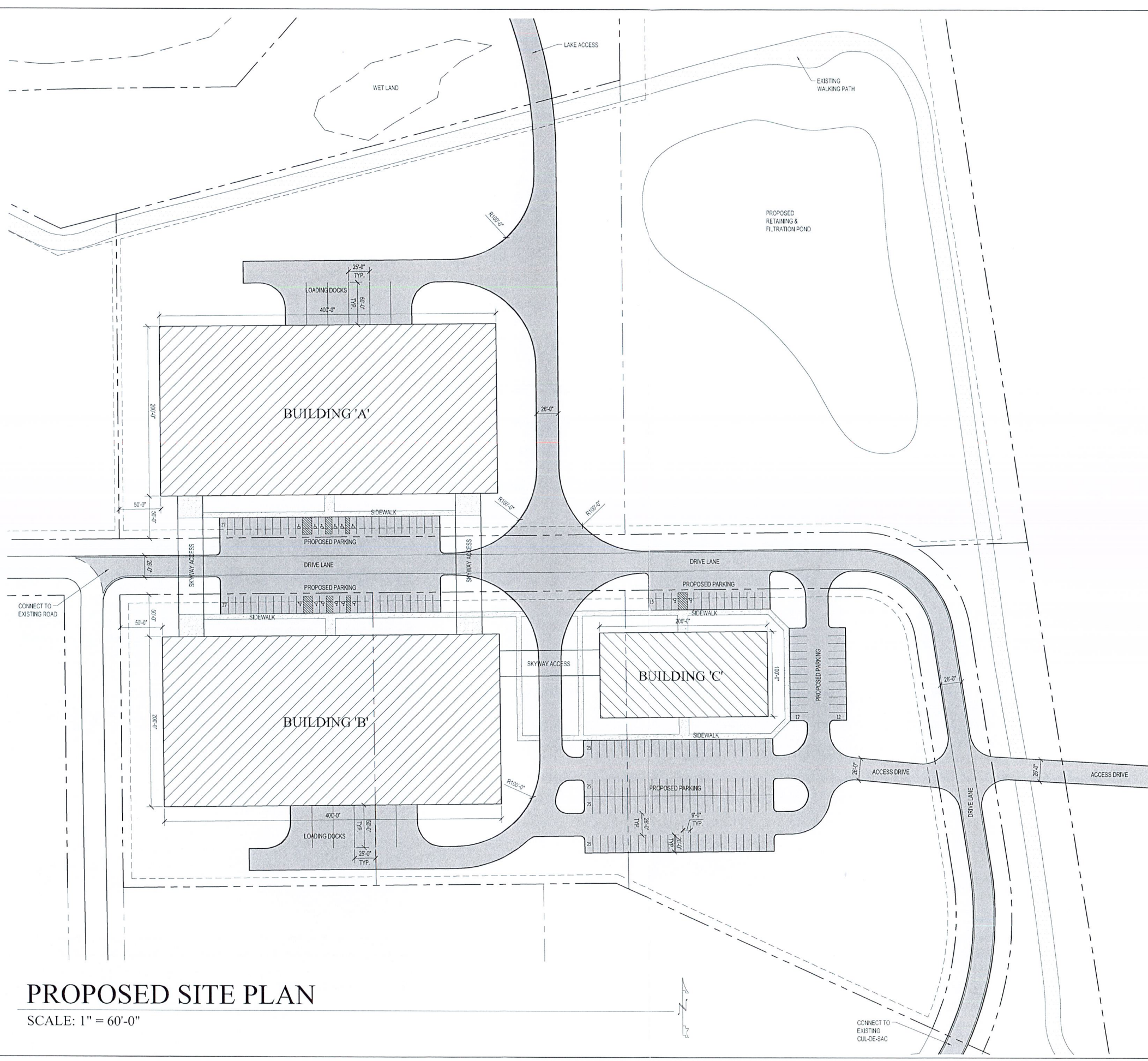
Dwg by: JAV  
Signature: \_\_\_\_\_

Signature: \_\_\_\_\_



**Northland**  
**LUMBER & SUPPLY**  
48227 State Hwy. 19  
Fairfax, MN 55332  
office: 507.426.6132  
[www.Northlands.com](http://www.Northlands.com)





## PROPOSED SITE PLAN

SCALE: 1" = 60'-0"

Page: 2 of 2

Date: 12-12-22

Revised:

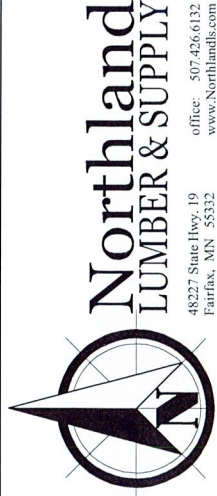
Dwg by: JAV

Signature:

## Northstar Pontoon Expansion

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# MEMORANDUM

Date: March 12, 2024  
To: Economic Development Authority  
From: Kirsten Faurie, Community Development Planner  
RE: Downtown Commercial Corner/Formal Feed Mill Site

---

## SUMMARY

The EDA will review the history of the Downtown Commercial Corner/Formal Feed Mill site, affirm their goals for the site, and determine if a proposal made by Vincent Fashemo for development of the site meets those goals.

---

## BACKGROUND INFORMATION

The City of Mora currently owns a .25 acre lot in the city's downtown, referred to as the Downtown Commercial Corner/Formal Feed Mill Site. In 2009 and again in 2019, the city issued a request for proposals (RFP) to have the site developed. The RFP (*attached*) reviews the site history, and established the city's goals and objectives for the site as follows:

### CITY GOALS AND OBJECTIVES

In seeking proposals for the redevelopment of the site, the Mora EDA hopes to:

- A. Recoup city's costs of acquiring property and demolishing existing structure.
- B. Enhance the city's tax base.
- C. Create jobs.
- D. Develop of architecturally significant commercial or mixed-use structure that will be compatible with and that will enhance the Central Business District.
- E. Encourage development that will reinforce the public and private investment in the area and that will enhance opportunities for future development.
- F. Create economic opportunities, expand the mix of businesses to fill gaps in the commercial market and possibly provide housing opportunities in the Central Business District.
- G. Draw visitors and customers from throughout the regional trade area to Mora's Central Business District.
- H. Support the creation of a unique commercial environment that will draw repeat business to Mora's Central Business District.

On November 8, 2023, Vincent Fashemo presented the EDA with a proposal to purchase and develop the lot with a mixed-use building. The proposed building (*plans attached*) includes three levels with retail spaces on the main floor, and two levels of apartments above. Each apartment level includes 4 units, for a total of 8 housing units.

## Memorandum

Since his presentation in November, City staff has been working with Mr. Fashemo and discovered the project has a financial gap. In order for the project to move forward it would need additional funding, perhaps from a state housing program.

### REQUESTED ACTION

---

Staff is requesting the following from the EDA:

1. Review the previously established goals for the site and affirm if these remain the goals of the EDA, or set new goals.
2. Determine if Mr. Fashemo's proposal meets these goals.
3. Make a motion that the EDA would like or would not like the project to move forward. If the EDA would like to see the project realized, direct staff to work toward applying for funding or programs that would support the project.

### *Attachments*

2019 Request for Proposals for Downtown Commercial Corner  
Fashemo's Proposal Floor Plan

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**REQUEST FOR PROPOSALS  
FOR  
DOWNTOWN COMMERCIAL CORNER**

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**City of Mora  
County of Kanabec  
State of Minnesota**

**Approved by City of Mora City Council: July 16, 2019  
Submission Deadline: January 2, 2020**



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## **SUMMARY**

The Mora Economic Development Authority (Mora EDA) seeks development proposals from any financially capable person, corporation, limited liability company, or partnership for development of approximately .25 acres (approximately 108 feet by 100 feet) in the city's downtown. This prime downtown location is known as Downtown Commercial Corner.

This request for proposals is designed to identify developers interested in redeveloping the site. The Mora EDA invites and encourages the submission of proposals from developers to acquire the property and construct a commercial or mixed-use development.

## **GENERAL INFORMATION**

The City of Mora is the owner of the site which it acquired in early 2008 as a potential site for a new public library. In May 2008 the city contracted to have the then existing feed mill razed (including the foundation) and the excavation backfilled. Subsequently the city's plans changed regarding the library and the council decided to request proposals for the sale and development of the property.

The city has spent approximately \$173,000 in the acquisition and demolition of the property and is willing to right down this cost of land acquisition for the development that best meets the city's goals and objectives.

## **LOCATION AND DESCRIPTION**

The redevelopment site (PID 22.03435.00 and outlined in red in the image below) is located downtown on the southwest corner of the intersection of Union Street and Forest Avenue. The site is located on the same block as a senior apartment building, a bakery, a small office building, and a movie theater.



The site is level and located in the city's B-1 Central Business District. The redevelopment site is served by public utilities, including water, sanitary sewer, electricity, and natural gas.

Developers should present proposals for redevelopment of the entire site.

## **CITY GOALS AND OBJECTIVES**

In seeking proposals for the redevelopment of the site, the Mora EDA hopes to:

- A. Recoup city's costs of acquiring property and demolishing existing structure.
- B. Enhance the city's tax base.
- C. Create jobs.
- D. Develop of architecturally significant commercial or mixed-use structure that will be compatible with and that will enhance the Central Business District.
- E. Encourage development that will reinforce the public and private investment in the area and that will enhance opportunities for future development.
- F. Create economic opportunities, expand the mix of businesses to fill gaps in the commercial market and possibly provide housing opportunities in the Central Business District.
- G. Draw visitors and customers from throughout the regional trade area to Mora's Central Business District.
- H. Support the creation of a unique commercial environment that will draw repeat business to Mora's Central Business District.

## **PROPOSED USES AND DESIGN CONSIDERATIONS**

Proposals submitted must be in conformance with the following:

- A. Proposed uses should be allowable and compatible uses in the B-1 Central Business District.
- B. The proposed development must be compatible with the surrounding public and private development in terms of scale; display good design quality; and, provide strong pedestrian connections to surrounding developments. The site plan and design of the facilities must be reviewed by the Mora EDA and approved by the Mora City Council.
- C. The proposed development must comply with city land use regulations, building codes, and other appropriate regulations.

### **Commercial or Mixed Use Development**

#### **Objective:**

The objective of the design guidelines is to encourage desirable elements which the community would like to see reinforced in building design and property development. The guidelines are intended to promote pedestrian activity, define the street edge and to encourage a scale and character that is appropriate for the downtown.

#### **Design Guidelines:**

- A. Building should not exceed three stories.
- B. Building setbacks
  - 1. Front Yard – 0 feet
  - 2. Rear Yard – 0 feet
  - 3. Side Yard – 0 feet
- C. Minimize the impact of parking facilities, garbage dumpsters, mechanical equipment, and other elements that do not contribute to or enhance the aesthetics of the area.
- D. Provide off-street parking or a contribution to the city's parking fund in accordance with the city's Zoning Code. Understanding that providing off-street parking may be challenging, the proposed development may need to demonstrate creative parking solutions.

#### **Design Review Committee:**

The Mora EDA will serve as the design review committee. Final approval of all development plans will be made by the Mora City Council.

## **ROLES OF THE MORA ECONOMIC DEVELOPMENT AUTHORITY AND THE DEVELOPER PRIOR TO PROPOSAL SUBMITTAL**

The Mora EDA intends to encourage commercial or mixed use development at this location. In order to accomplish this:

The Mora EDA will:

- A. Consider the use of Tax Increment Financing (TIF) in an amount necessary for the viability of the project.
- B. Consider the use of Mora Industrial Commercial (MIC) Loan funds for eligible projects.
- C. Provide technical assistance and review all project plans.
- D. Consider the proper timing and scope of public improvements in the area.
- E. Sell property to developer at reduced cost based on how well the proposal meets the Mora EDA's goals.

The developer will:

- A. Negotiate in good faith with the Mora EDA.
- B. Provide the Mora EDA with adequate information and respond to questions of the Mora EDA.

## **CONTENT OF PROPOSAL**

### **Cover Letter:**

Please include a cover letter indicating the name of the proposer and a brief description of the project, including anticipated participants.

- A. Developer Information. Provide the following information about the developer:
  - 1. Full legal name, address, telephone number(s), and email address.
  - 2. Name, title, phone number(s), and email address of the authorized representative for the developer.
  - 3. Year in which development entity formed.
  - 4. Brief description of your mission.
  - 5. Brief description of your ownership and organizational structure.
  - 6. Attach a list of your current Board of Directors, if applicable.
  - 7. Attach copies of your resumes or provide brief description of the backgrounds of the development team who would be involved in this project. Identify what specific tasks each member will carry out and who will be responsible for coordinating the work of the team.
  - 8. Describe in detail any similar projects carried out by the developer that are relevant to the project proposed as evidence of the proposer's ability to develop commercial property.
- B. Market. If applicable provide a brief description of the market for the proposed development. Attach any market studies or data that supports the size of the development and the proposed uses in the development.
- C. Project Description. Provide detailed conceptual information for the proposed project:
  - 1. Provide a conceptual site plan and elevations for the proposed development. Include a statement that the City of Mora will be given final approval of the site plan for the project.
  - 2. Provide descriptions of proposed occupants of the completed development and evidence of interest by specific businesses, if available at the time of the proposal.
  - 3. Provide a schedule of proposed building and site improvements with cost estimates.
  - 4. Provide a schedule of construction timing and expected date of completion for each phase of the project.
  - 5. Describe how you will market the development to prospective occupants if applicable.

6. Provide an estimate of final project valuation for tax purposes.
  7. Provide an estimate of full-time jobs created with a summary of wages and benefits.
  8. Provide the price being offered for the site.
- D. Project Description. Provide information on the project budget, adequacy of funding and other sources of support:
1. Provide a preliminary development budget for this project that includes all major costs/ items required for its implementation and identifies all sources of funds. Also include a description of your assumptions and the sources of information used in developing the budget.
  2. Provide a statement of the proposed method of financing the improvements, including specific information on the terms of interim financing for construction and marketing of the proposed development and for permanent development financing. Attach a statement of interest and/or commitment to the project by a prospective interim and permanent lender, if available.

#### **PROCEDURES FOR SUBMISSION**

- A. An official of the corporation or entity authorized to bind the proposer must sign the proposal.
- B. The proposal shall contain the full name of the person, firm, or corporation submitting the proposal and the address of the person, firm, or president of the corporation if not the owner or developer.
- C. The proposal must contain a statement to the effect that the proposal is firm for a period of not less than 180 days after the closing date of this request.
- D. The proposal must contain a statement to the effect that the developer agrees to accept immediate responsibility for the security and maintenance of the site upon transfer of ownership.
- E. The proposal must be submitted electronically and in ten hard copies.
- F. Each proposer which is a foreign corporation, that is, a corporation not incorporated in Minnesota but licensed to do business in Minnesota, is required to submit with this proposal an affidavit duly executed by the president, vice president or manager of the corporation, stating in said affidavit, that said foreign corporation has, in accordance with the provision of the statutes of the State of Minnesota, obtained a certificate authorizing it to do business in the State of Minnesota.
- G. Sealed written proposals in approximate format of 8 ½" x 11" will be received by the Mora Economic Development Authority, 101 Lake Street South, Mora, MN, 55051 on or before 12:00 pm on Thursday, January 2, 2020. Please identify as "Downtown Commercial Corner Project" on the exterior of the sealed envelope.
- H. If no proposals are submitted by January 2, 2020, the Mora EDA will accept and consider proposals until a proposal has been accepted.

#### **INQUIRIES**

Prospective developers may submit questions by mail, e-mail, or telephone to:

Beth Thorp, Community Development Director  
 City of Mora  
 101 Lake Street S.  
 Mora, MN 55051-1588  
[beth.thorp@cityofmora.com](mailto:beth.thorp@cityofmora.com)  
 320.225.4807

#### **OPENING OF PROPOSALS**

Proposals must be received no later than 12:00 pm on Tuesday, October 1, 2019. Proposals will be opened at a date and time determined at the sole discretion of the Mora EDA. The Mora EDA also reserves the right to extend the deadline for submissions if it so desires.

### **EVALUATING PROPOSALS**

After the opening of the proposals, the Mora EDA will review the proposals and schedule interviews with the selected developers.

Evaluation and recommendations of the selection committee will be based primarily on:

- A. The extent to which the proposals appear to implement the city's goals and objectives.
- B. The qualifications and financial responsibility of the developer.
- C. The degree of financial commitment for the proposer(s) and associated lenders of the project.
- D. The quality of the proposed development.
- E. Relationship of proposal to the surrounding neighborhood.
- F. The conditions, if any, attached to the proposal.
- G. The amount of public assistance requested.
- H. Proposed development schedule.

### **AWARD**

The Mora City Council shall make the final selection of developers from those recommended by the Mora EDA. The selection will be made on the basis of:

- A. The best proposal as defined above.
- B. Whether a satisfactory agreement between the developer and the city can be executed.

The Mora EDA reserves the right to reject any and all proposals, to extend the time for acceptance of proposals, to modify the requirements of this proposal via addendum, and to advertise for new proposals.

### **AWARD NOTIFICATION**

The city will notify in writing each firm submitting a proposal the results of the selection process.

### **PROPOSAL EXPIRATION DATE**

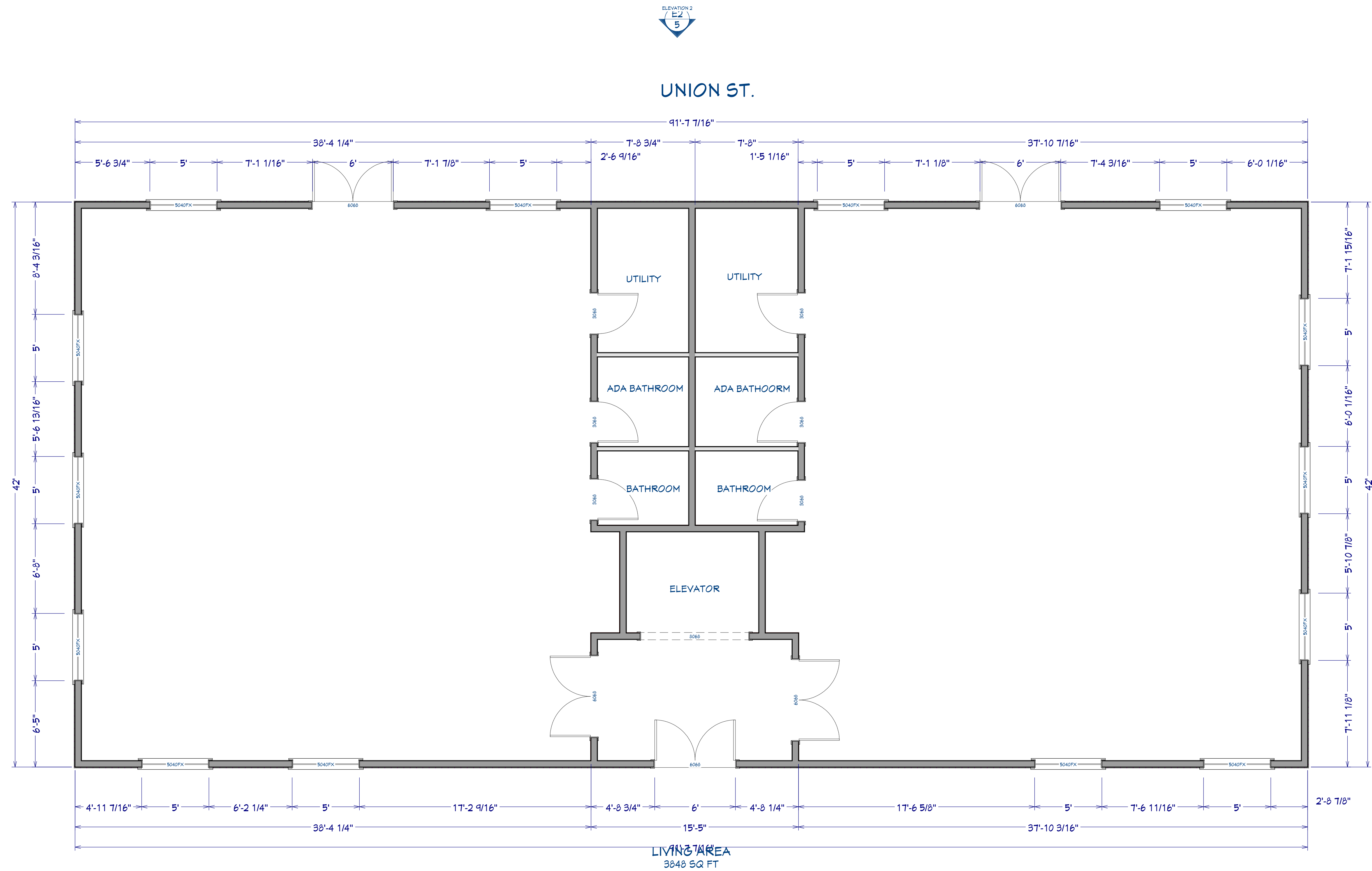
Proposals in response to this RFP will be valid for one hundred eighty (180) days from the proposal due date. The city reserves the right to ask for an extension of time if needed.

### **OWNERSHIP OF MATERIALS**

All materials submitted in response to the RFP become the property of the City of Mora and supporting materials will not be returned. The City of Mora is not responsible for any costs incurred by any firm in the preparation of the proposal.

### **DISCLAIMER**

This request for proposals is only a solicitation for information. The City of Mora is not obligated to enter into a contract for any of the projects described. Notwithstanding any other provisions of the RFP, the city reserves the right to reject any or all proposals, to waive any irregularity in a proposal, and to accept or reject any item or a combination of items, when to do so would be to the advantage of the city and its taxpayers. It is further within the right of the city to reject proposals that do not contain all elements and information requested in this document. The City of Mora shall not be liable for any losses incurred by any firms throughout this process.



TENANT PARKING

1st Floor

REVISION TABLE		DESCRIPTION
NUMBER	DATE	REVISOR

Project Overview

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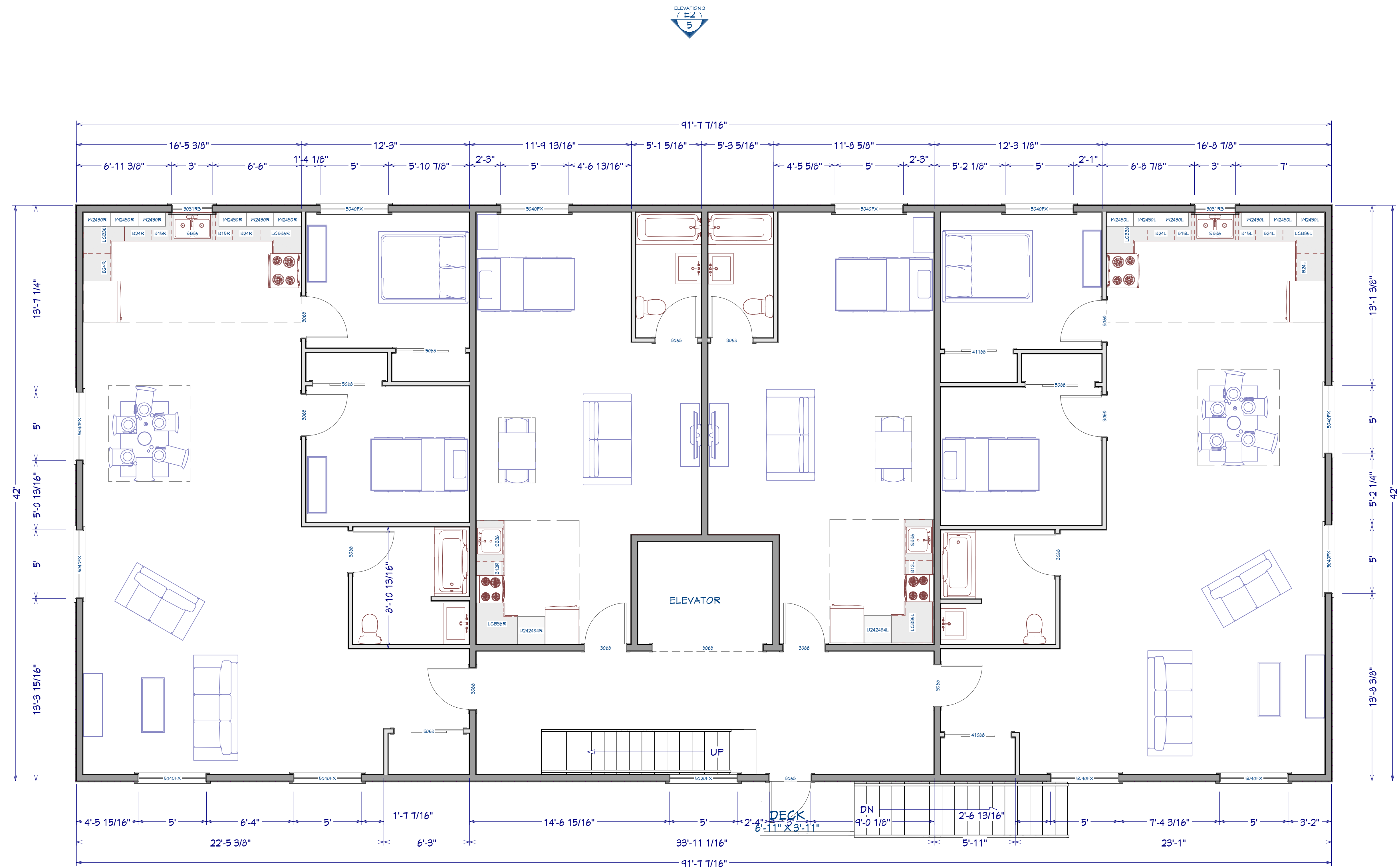
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8/23/2023

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SHEET:

P-1



REVISION TABLE	
NUMBER	DATE

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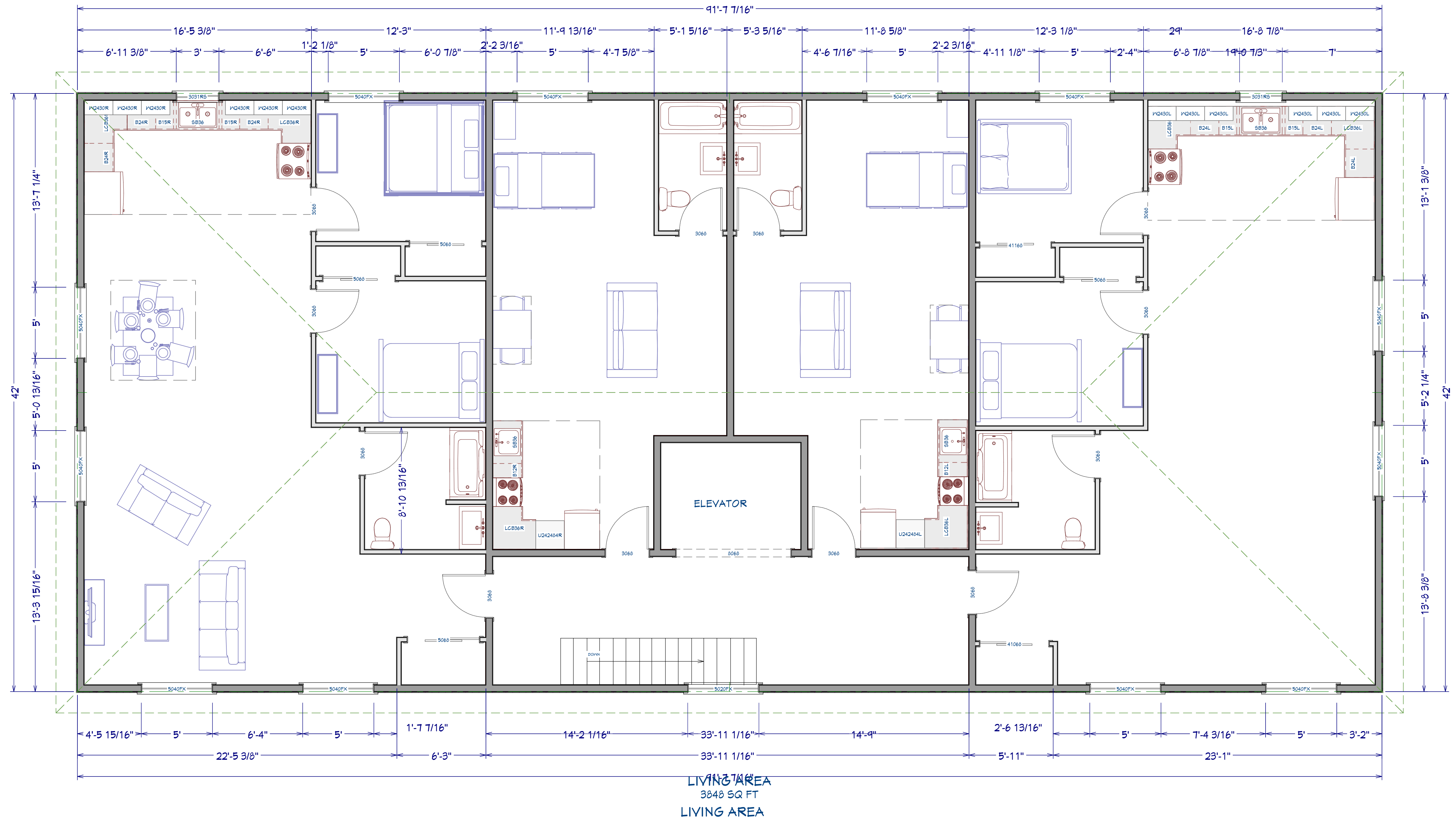
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8/23/2023

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LIVING AREA  
3840 SQ FT  
LIVING AREA

3rd Floor

REVISION TABLE		DESCRIPTION
NUMBER	DATE	REVISOR

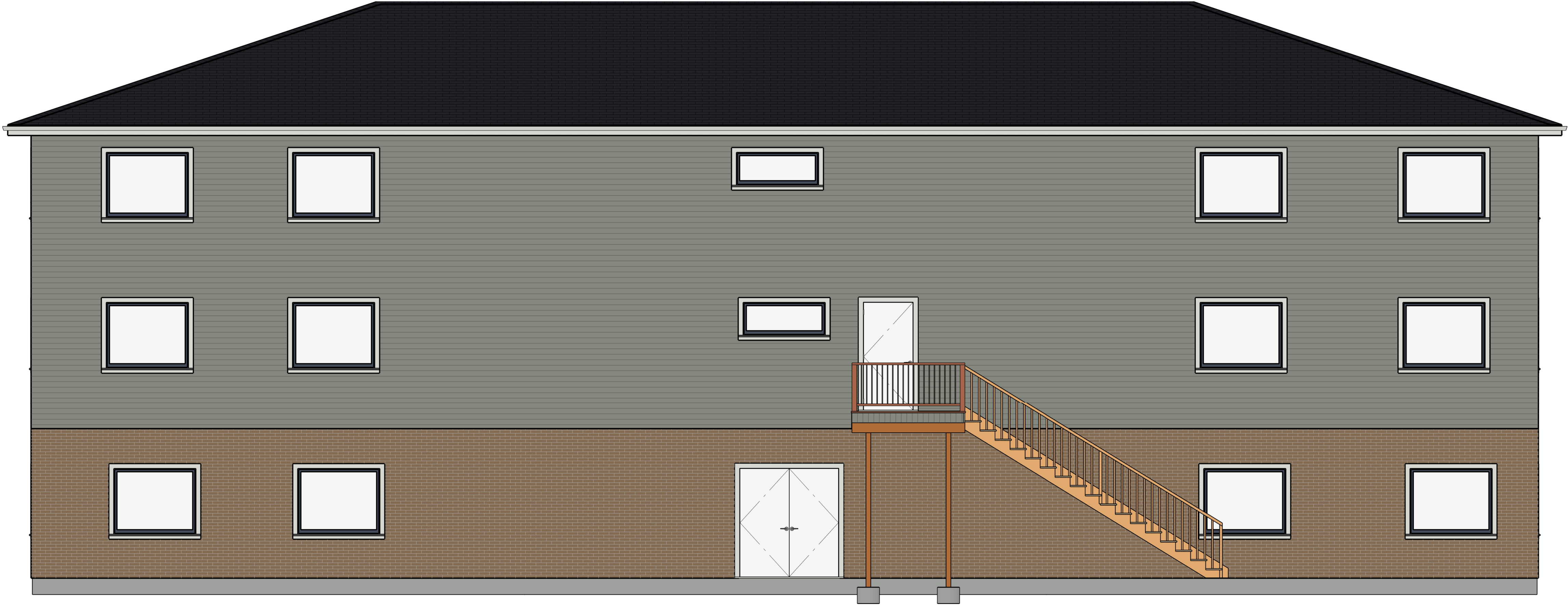
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Elevation 1

REVISION TABLE		REVISION BY	DESCRIPTION
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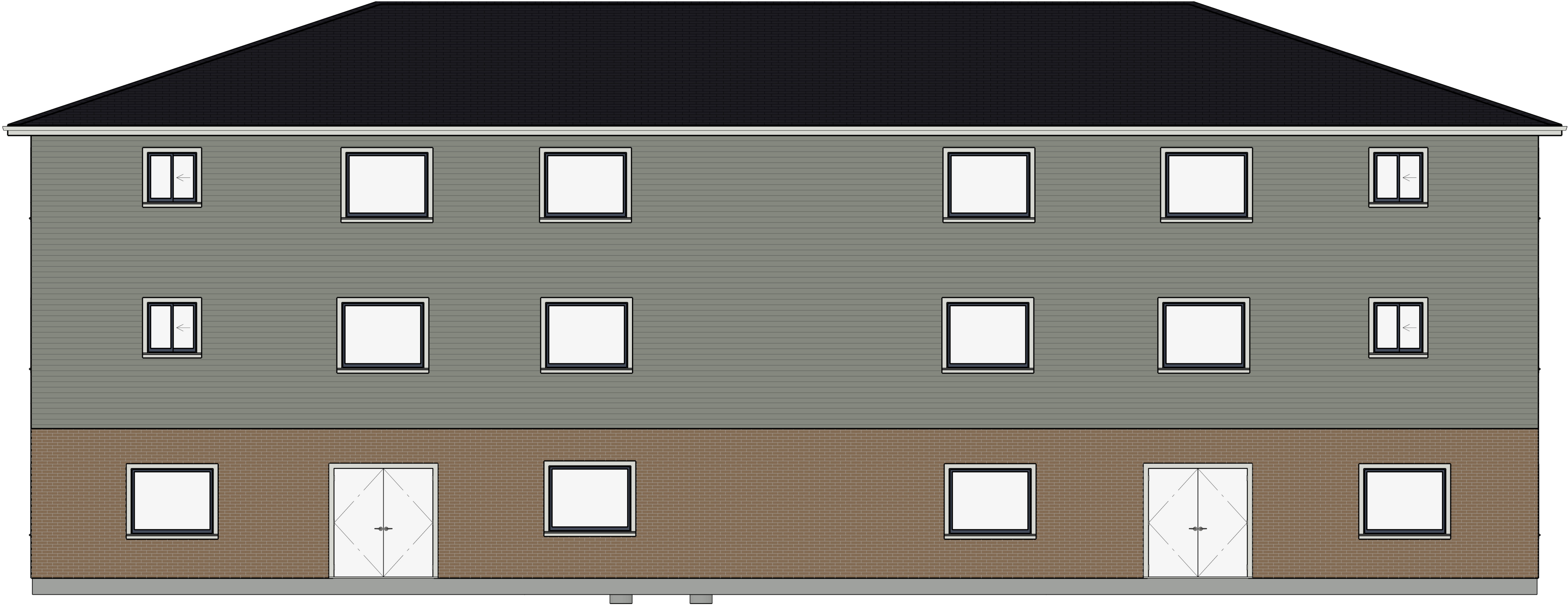
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Elevation 2

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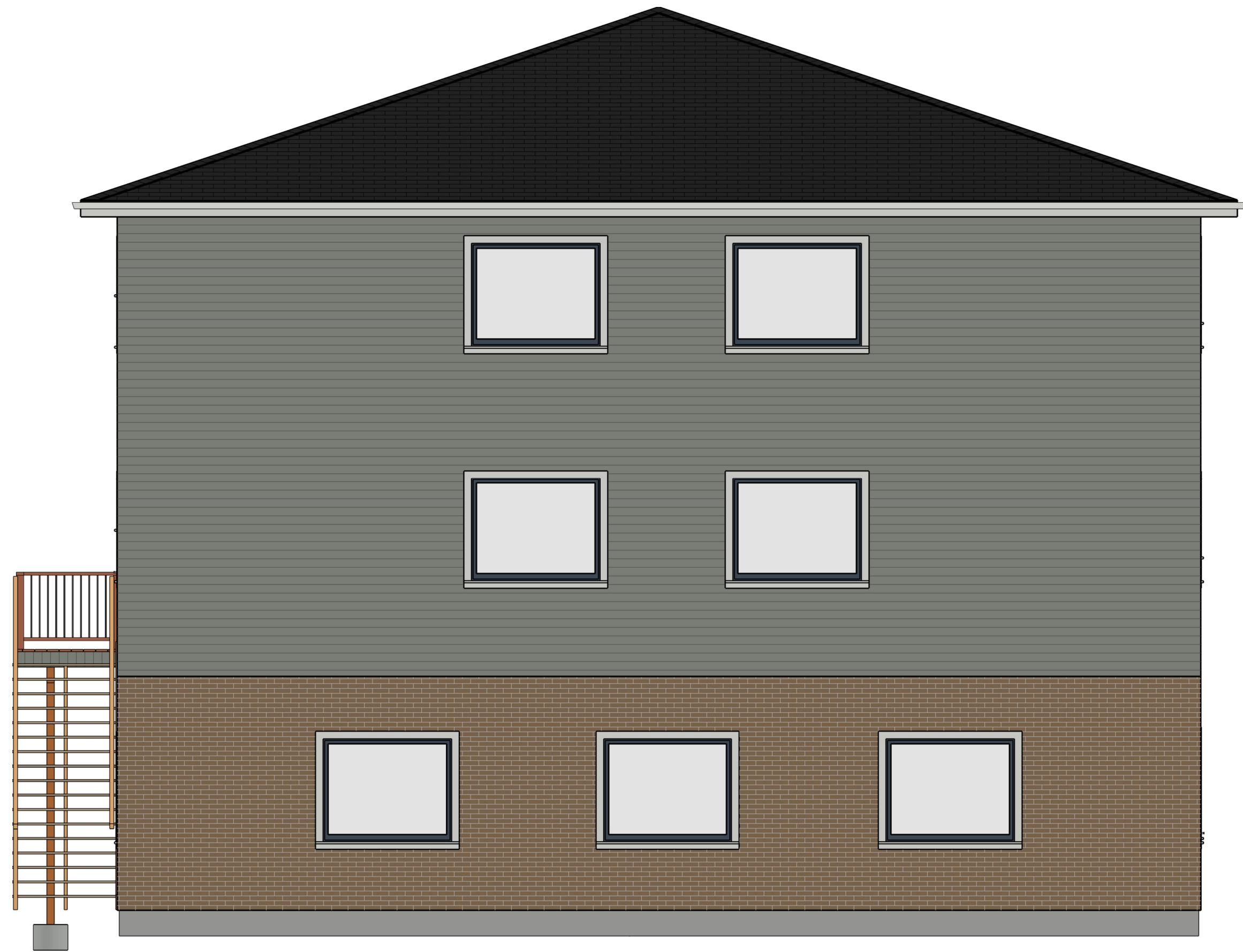
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Elevation 3

REVISION TABLE		REVISED BY	DESCRIPTION
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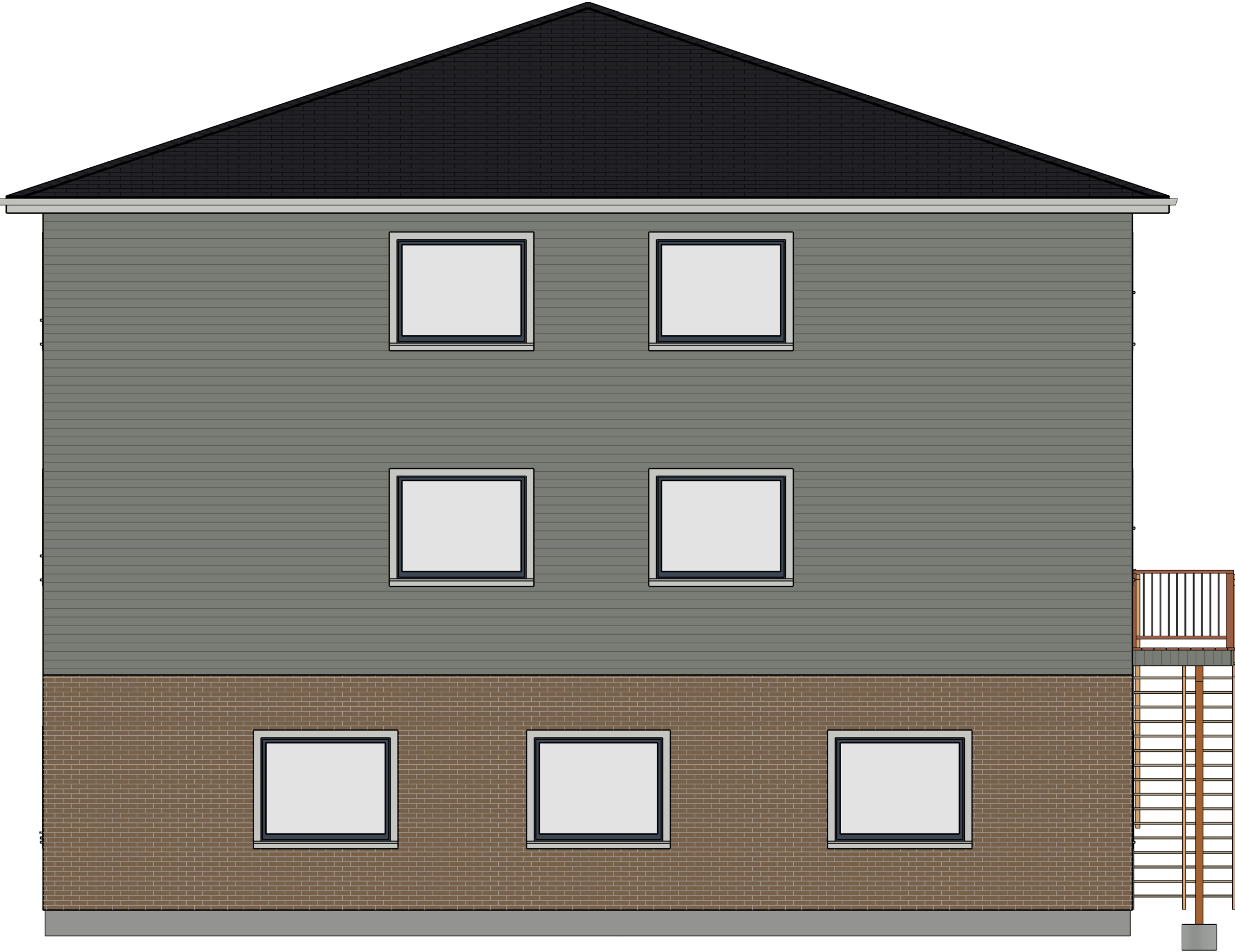
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Elevation 4

REVISION TABLE		NUMBER	DATE	REVISED BY	DESCRIPTION

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SCALE:

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Camera 1

REVISION TABLE		NUMBER	DATE	REVISED BY	DESCRIPTION

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Camera 2

REVISION TABLE	
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Camera 3

REVISION TABLE		REVISION TABLE	
NUMBER	DATE	REVISION BY	DESCRIPTION

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DATE:

8/23/2023

SCALE:

SHEET:



# 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, 2023  
[unaudited]

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**MORA ECONOMIC DEVELOPMENT AUTHORITY**

## Fund Budgetary Performance

For the Quarter Ended December 31, 2023

	2023 YTD Budget	2023 YTD Actual	2023 YTD Balance	2023 % YTD Budget
<b>EDA FUND (227)</b>				
Revenues	40,030.00	40,030.80	(0.80)	100.00%
Expenditures	69,729.00	39,552.19	30,176.81	56.72%
Surplus/(Deficit)		478.61		
<b>RED LOAN FUND (230)</b>				
Revenues	50.00	34.71	15.29	69.42%
Expenditures	-	-	-	-
Surplus/(Deficit)		34.71		
<b>COVID-19 EMERGENCY ASSISTANCE FUND (231)</b>				
Revenues	-	-	-	-
Expenditures	-	-	-	-
Surplus/(Deficit)		-		
<b>MIC LOAN FUND (232)</b>				
Revenues	50.00	3.65	46.35	7.30%
Expenditures	-	-	-	-
Surplus/(Deficit)		3.65		
<b>SCDP 2015-2017 FUND (270)</b>				
Revenues	-	-	-	-
Expenditures	-	2,950.00	(2,950.00)	-
Surplus/(Deficit)		(2,950.00)		
<b>SCDP 2020-2022 FUND (271)</b>				
Revenues	-	146,055.66	(146,055.66)	-
Expenditures	-	145,797.78	(145,797.78)	-
Surplus/(Deficit)		257.88		
<b>TOTAL ALL FUNDS</b>				
Revenues	40,130.00	186,124.82	(145,994.82)	463.80%
Expenditures	69,729.00	188,299.97	(118,570.97)	270.05%
Surplus/(Deficit)		(2,175.15)		



**CITY OF MORA**  
**BALANCE SHEET**  
Current Period: December 2023

Page 2

	Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
227 ECONOMIC DEVELOPMENT FUND					
	G 227-11011 Cash NNB Checking	\$52,036.05	\$40,183.00	\$39,728.19	\$52,490.86
	G 227-11018 Cash FCB HI-FI	\$31,555.15	\$23.80	\$0.00	\$31,578.95
	G 227-11151 Accounts Receivable	\$0.00	\$7.00	\$7.00	\$0.00
	G 227-11551 Prepaid Ins	\$0.00	\$193.35	\$193.35	\$0.00
A		\$83,591.20	\$40,407.15	\$39,928.54	\$84,069.81
	G 227-21600 Accrued Wages/Salaries Paya	-\$289.28	\$0.00	\$0.00	-\$289.28
	G 227-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
	G 227-22161 Accrued Vac-Sick Wages	\$0.00	\$0.00	\$0.00	\$0.00
L		-\$289.28	\$0.00	\$0.00	-\$289.28
	G 227-24204 Fund Bal-Undes/Net Asset (en	-\$83,301.92	\$39,728.19	\$40,206.80	-\$83,780.53
E		-\$83,301.92	\$39,728.19	\$40,206.80	-\$83,780.53



**CITY OF MORA**  
**BALANCE SHEET**  
Current Period: December 2023

Page 3

	Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
230 RED LOAN FUND					
	G 230-11011 Cash NNB Checking	\$54,887.18	\$52,422.29	\$52,422.29	\$54,887.18
	G 230-11018 Cash FCB HI-FI	\$46,016.66	\$34.71	\$0.00	\$46,051.37
	G 230-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
A		\$100,903.84	\$52,457.00	\$52,422.29	\$100,938.55
	G 230-20815 Due to Minnesota Dept of DE	\$0.00	\$52,422.29	\$52,422.29	\$0.00
	G 230-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
L		\$0.00	\$52,422.29	\$52,422.29	\$0.00
	G 230-24204 Fund Bal-Undes/Net Asset (en	-\$100,903.84	\$0.00	\$34.71	-\$100,938.55
E		-\$100,903.84	\$0.00	\$34.71	-\$100,938.55



**CITY OF MORA**  
**BALANCE SHEET**  
Current Period: December 2023

Page 4

Account Descr		Begin Yr	YTD Debit	YTD Credit	Current Balance
231 COVID-19 EMERGENCY ASSISTANCE					
	G 231-11011 Cash NNB Checking	\$9,528.12	\$0.00	\$0.00	\$9,528.12
A		\$9,528.12	\$0.00	\$0.00	\$9,528.12
	G 231-24204 Fund Bal-Undes/Net Asset (en	-\$9,528.12	\$0.00	\$0.00	-\$9,528.12
E		-\$9,528.12	\$0.00	\$0.00	-\$9,528.12



**CITY OF MORA**  
**BALANCE SHEET**  
Current Period: December 2023

Page 5

	Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
232 MIC LOAN FUND					
	G 232-11011 Cash NNB Checking	\$76,000.00	\$0.00	\$0.00	\$76,000.00
	G 232-11018 Cash FCB HI-FI	\$4,780.85	\$3.65	\$0.00	\$4,784.50
A		\$80,780.85	\$3.65	\$0.00	\$80,784.50
	G 232-24204 Fund Bal-Undes/Net Asset (en	-\$80,780.85	\$0.00	\$3.65	-\$80,784.50
E		-\$80,780.85	\$0.00	\$3.65	-\$80,784.50



**CITY OF MORA**  
**BALANCE SHEET**  
Current Period: December 2023

Page 6

Account Descr		Begin Yr	YTD Debit	YTD Credit	Current Balance
270 SMALL CITIES DEVELOP 2015-2017					
	G 270-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00
	G 270-11011 Cash NNB Checking	\$54,788.09	\$0.00	\$2,950.00	\$51,838.09
	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
A		\$54,788.09	\$0.00	\$2,950.00	\$51,838.09
	G 270-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00
L		\$0.00	\$0.00	\$0.00	\$0.00
	G 270-24204 Fund Bal-Undes/Net Asset (en	-\$54,788.09	\$2,950.00	\$0.00	-\$51,838.09
E		-\$54,788.09	\$2,950.00	\$0.00	-\$51,838.09





**CITY OF MORA**  
**BALANCE SHEET**  
Current Period: December 2023

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Account Descr		Begin Yr	YTD Debit	YTD Credit	Current Balance
271 SMALL CITIES DEVELOP 2020-2022					
G 271-22021 Accounts Payable		\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00
G 271-11011 Cash NNB Checking		-\$257.88	\$147,679.66	\$148,747.78	-\$1,326.00
G 271-11151 Accounts Receivable		\$0.00	\$1,326.00	\$0.00	\$1,326.00
G 271-11320 Due From MN DEED (SCDP)		\$0.00	\$0.00	\$0.00	\$0.00
A		-\$257.88	\$149,005.66	\$148,747.78	\$0.00
G 271-20200 Accounts Payable		\$0.00	\$0.00	\$0.00	\$0.00
L		\$0.00	\$0.00	\$0.00	\$0.00
G 271-24204 Fund Bal-Undes/Net Asset (en		\$257.88	\$187,392.38	\$187,650.26	\$0.00
E		\$257.88	\$187,392.38	\$187,650.26	\$0.00



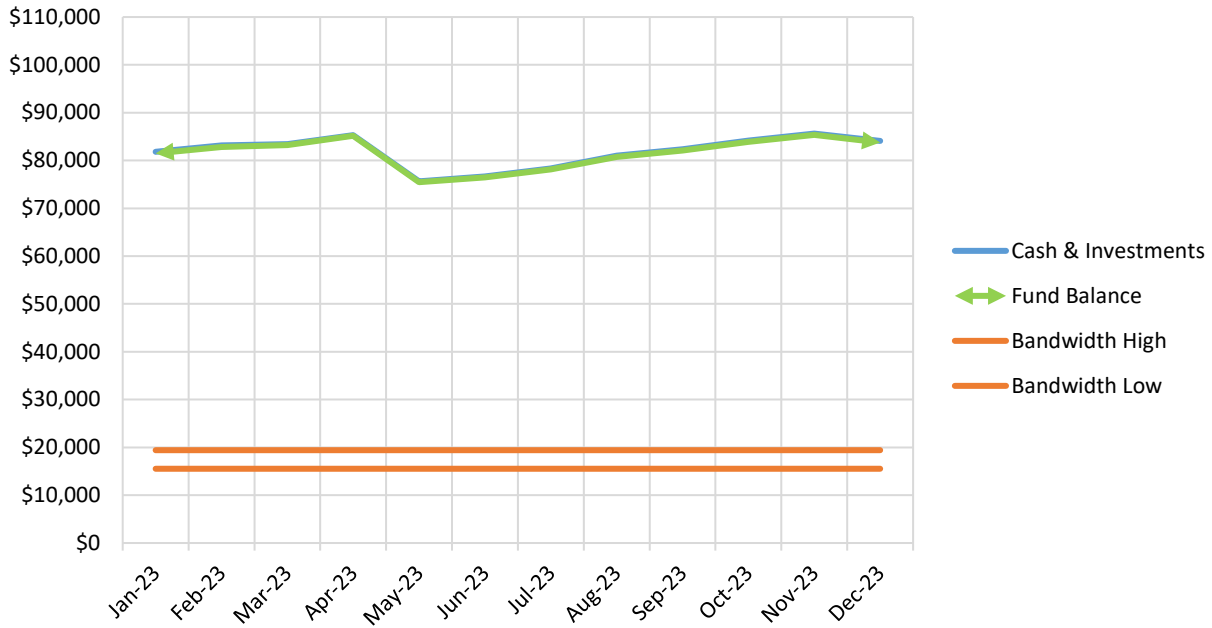
**CITY OF MORA**  
**BALANCE SHEET**  
Current Period: December 2023

Page 8

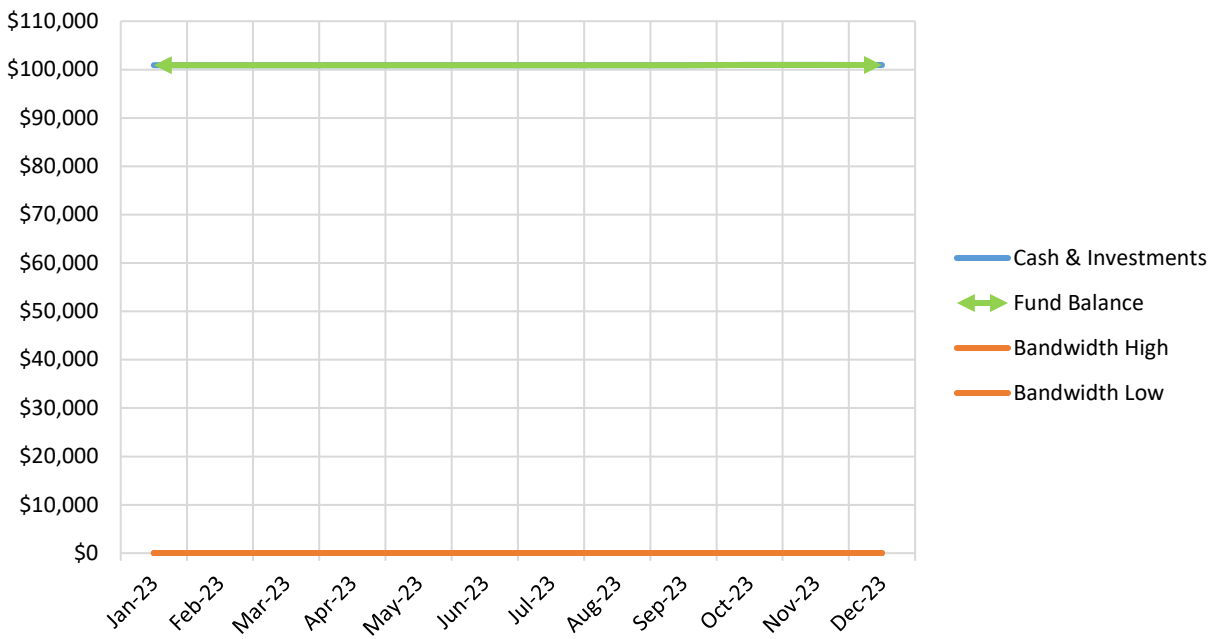
Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
	\$0.00	\$524,366.32	\$524,366.32	\$0.00



### EDA FUND (227) - 2023 Cash & Investments/Fund Balance



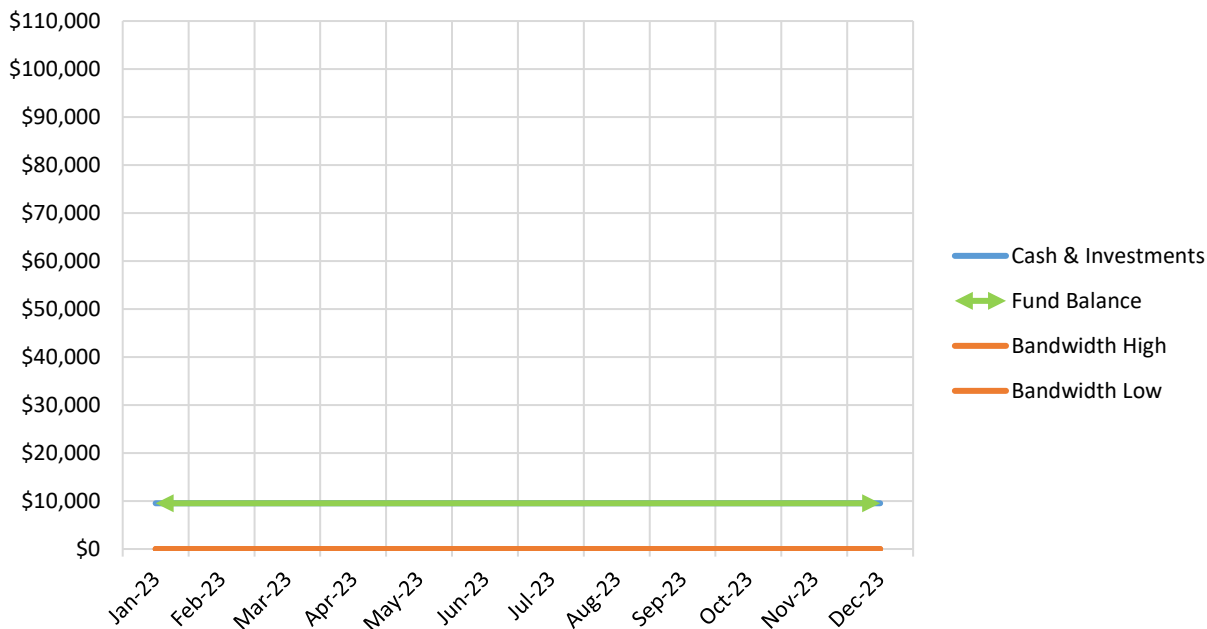
### RED LOAN FUND (230) - 2023 Cash & Investments/Fund Balance





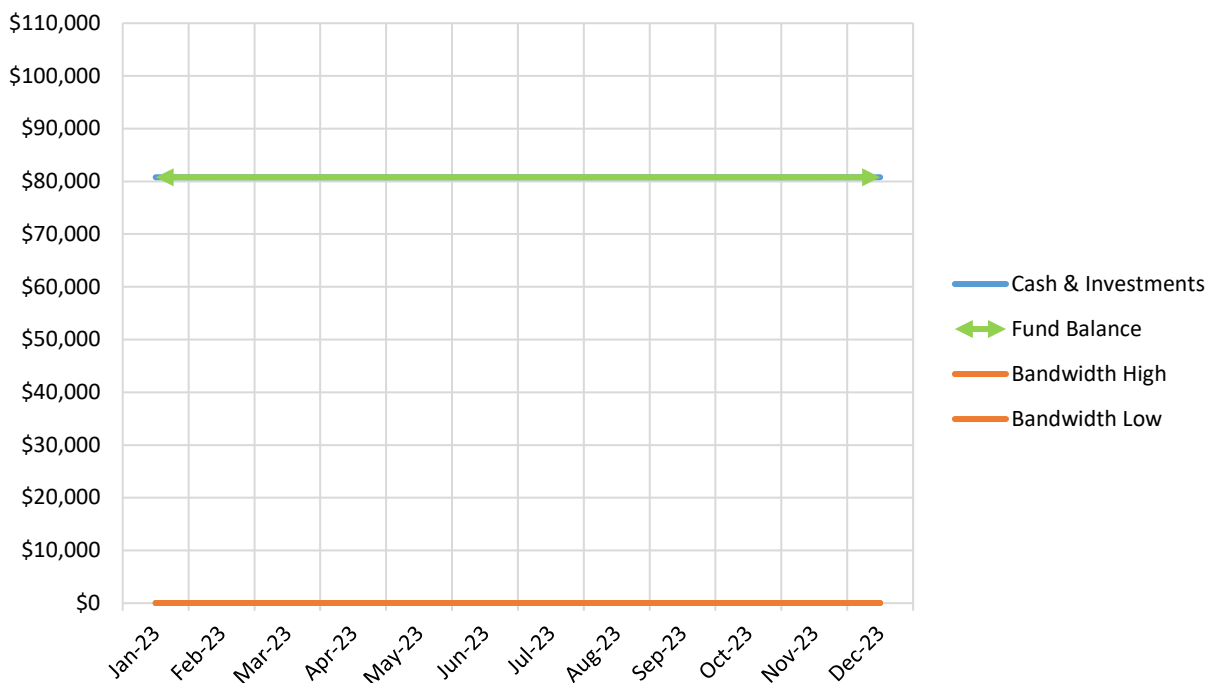
## COVID-19 EMERGENCY ASSISTANCE FUND (231) - 2023

### Cash & Investments/Fund Balance



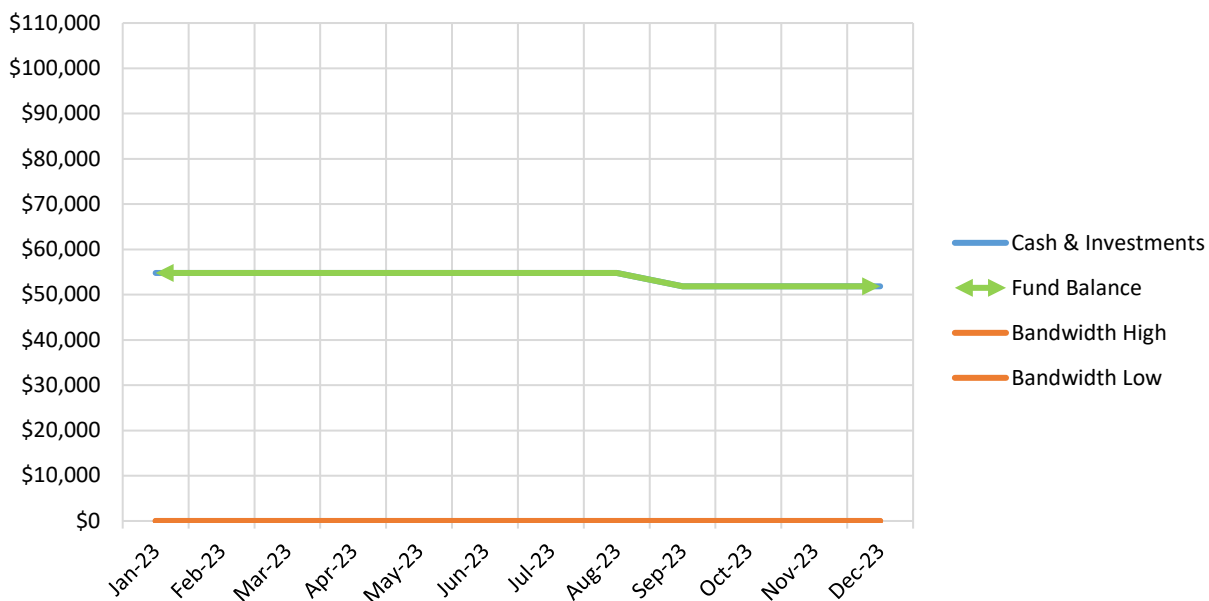
## MIC LOAN FUND (232) - 2023

### Cash & Investments/Fund Balance

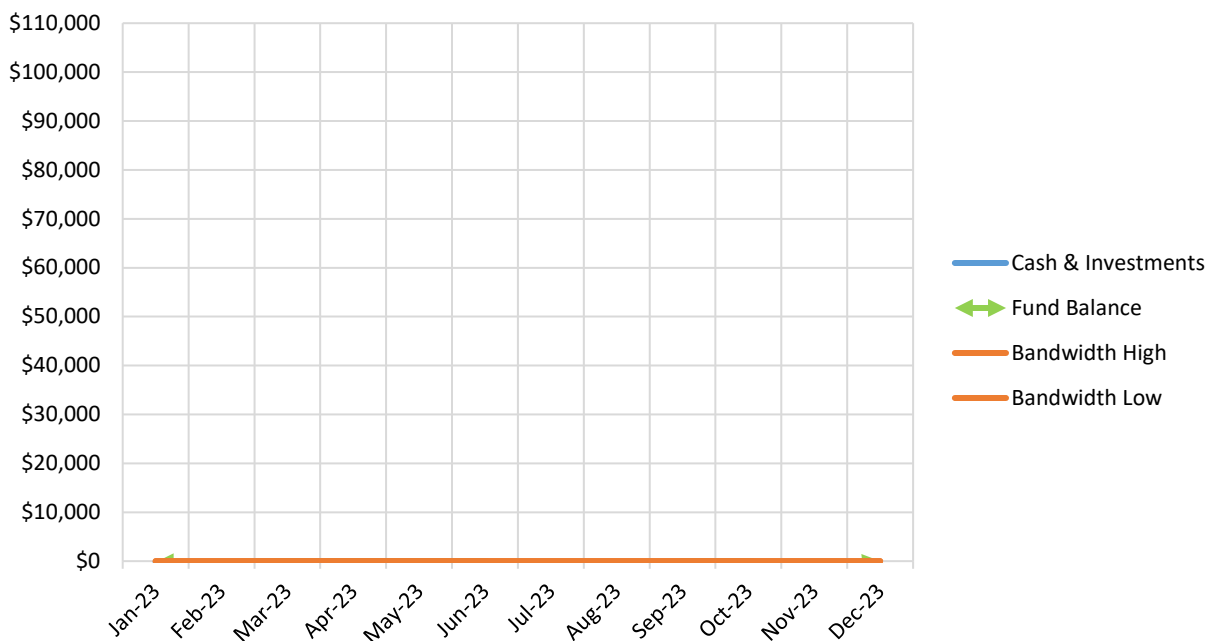




### 2015-2017 SCDP FUND (270) - 2023 Cash & Investments/Fund Balance



### 2020-2022 SCDP FUND (271) - 2023 Cash & Investments/Fund Balance





**CITY OF MORA**  
**Revenue Guideline For EDA**  
Current Period: December 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
227 ECONOMIC DEVELOPMENT FUND					
47610 ECONOMIC DEVELOPMENT					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Interest Earnings	\$30.00	\$23.80	\$6.20	20.67%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Dividends	\$0.00	\$7.00	-\$7.00	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	\$0.00	\$0.00	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%	
47610 ECONOMIC DEVELOPM	\$40,030.00	\$40,030.80	-\$0.80		
227 ECONOMIC DEVELOPMENT F	\$40,030.00	\$40,030.80	-\$0.80		
230 RED LOAN FUND					
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	\$50.00	\$34.71	\$15.29	30.58%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
47820 RED LOAN PROGRAM	\$50.00	\$34.71	\$15.29		
230 RED LOAN FUND	\$50.00	\$34.71	\$15.29		
231 COVID-19 EMERGENCY ASSISTANCE					
47822 COVID-19 EMERGENCY ASSISTANCE					
COVID-19 Loan Repayments	\$0.00	\$0.00	\$0.00	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%	
47822 COVID-19 EMERGENCY	\$0.00	\$0.00	\$0.00		
231 COVID-19 EMERGENCY ASSI	\$0.00	\$0.00	\$0.00		
232 MIC LOAN FUND					
47825 MIC LOAN PROGRAM					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Interest Earnings	\$50.00	\$3.65	\$46.35	92.70%	
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	\$0.00	\$0.00	0.00%	
47825 MIC LOAN PROGRAM	\$50.00	\$3.65	\$46.35		
232 MIC LOAN FUND	\$50.00	\$3.65	\$46.35		
270 SMALL CITIES DEVELOP 2015-2017					
46323 SCDP REHABILITATION PROJECTS					
SCDP Grant Proceeds	\$0.00	\$0.00	\$0.00	0.00%	
SCDP Program Income	\$0.00	\$0.00	\$0.00	0.00%	
46323 SCDP REHABILITATION	\$0.00	\$0.00	\$0.00		
270 SMALL CITIES DEVELOP 201	\$0.00	\$0.00	\$0.00		
271 SMALL CITIES DEVELOP 2020-2022					



**CITY OF MORA**  
**Revenue Guideline For EDA**  
Current Period: December 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
46323 SCDP REHABILITATION PROJECTS					
SCDP Grant Proceeds	\$0.00	\$146,055.66	-\$146,055.66	0.00%	
SCDP Program Income	\$0.00	\$0.00	\$0.00	0.00%	
46323 SCDP REHABILITATION	\$0.00	\$146,055.66	-\$146,055.66		
271 SMALL CITIES DEVELOP 202	\$0.00	\$146,055.66	-\$146,055.66		
	\$40,130.00	\$186,124.82	-\$145,994.82		



# CITY OF MORA

## Expenditure Guideline For EDA

Current Period: December 2023

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Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
227 ECONOMIC DEVELOPMENT FUND					
47610 ECONOMIC DEVELOPMENT					
Wages & Salaries	\$16,454.00	\$15,241.72	\$1,212.28	7.37%	
PERA	\$1,168.00	\$1,077.65	\$90.35	7.74%	
FICA	\$1,020.00	\$919.66	\$100.34	9.84%	
Medicare	\$239.00	\$215.11	\$23.89	10.00%	
VEBA or H.S.A.	\$240.00	\$240.00	\$0.00	0.00%	
Health Insurance	\$3,360.00	\$3,298.08	\$61.92	1.84%	
Life Insurance	\$28.00	\$33.24	-\$5.24	-18.71%	
Dental Insurance	\$21.00	\$25.57	-\$4.57	-21.76%	
Office Supplies	\$50.00	\$35.40	\$14.60	29.20%	
Other Operating Supplies	\$25.00	\$0.00	\$25.00	100.00%	
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Small Tools & Equipment	\$0.00	\$10.16	-\$10.16	0.00%	
Engineering	\$0.00	\$0.00	\$0.00	0.00%	
Legal Services	\$2,000.00	\$1,884.90	\$115.10	5.76%	
Professional Services - Misc	\$25,000.00	\$0.00	\$25,000.00	100.00%	See Note B.
Telephone	\$100.00	\$98.78	\$1.22	1.22%	
Postage	\$20.00	\$0.00	\$20.00	100.00%	
Meetings, Training, & Travel	\$1,500.00	\$953.75	\$546.25	36.42%	
Advertising	\$500.00	\$0.00	\$500.00	100.00%	
Contributions	\$3,000.00	\$2,250.00	\$750.00	25.00%	
Insurance	\$130.00	\$111.96	\$18.04	13.88%	
Workers Comp Insurance	\$167.00	\$88.21	\$78.79	47.18%	
Dues & Subscriptions	\$1,000.00	\$850.00	\$150.00	15.00%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Property Tax Expense	\$12,500.00	\$11,238.00	\$1,262.00	10.10%	See Note A.
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
Trf to General Fund	\$1,207.00	\$980.00	\$227.00	18.81%	
Trf to Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
47610 ECONOMIC DEVELOPM	\$69,729.00	\$39,552.19	\$30,176.81	43.28%	
227 ECONOMIC DEVELOPMENT F	\$69,729.00	\$39,552.19	\$30,176.81	43.28%	
230 RED LOAN FUND					
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%	
47820 RED LOAN PROGRAM	\$0.00	\$0.00	\$0.00	0.00%	
230 RED LOAN FUND	\$0.00	\$0.00	\$0.00	0.00%	
231 COVID-19 EMERGENCY ASSISTANCE					
47822 COVID-19 EMERGENCY ASSISTANCE					
Professional Services - Misc	\$0.00	\$0.00	\$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	\$0.00	\$0.00	0.00%	
47822 COVID-19 EMERGENCY	\$0.00	\$0.00	\$0.00	0.00%	
231 COVID-19 EMERGENCY ASSI	\$0.00	\$0.00	\$0.00	0.00%	





# CITY OF MORA

## Expenditure Guideline For EDA

Current Period: December 2023

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Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
232 MIC LOAN FUND					
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%	
47825 MIC LOAN PROGRAM	\$0.00	\$0.00	\$0.00	0.00%	
232 MIC LOAN FUND	\$0.00	\$0.00	\$0.00	0.00%	
270 SMALL CITIES DEVELOP 2015-2017					
46323 SCDP REHABILITATION PROJECTS					
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Professional Services - Misc	\$0.00	\$0.00	\$0.00	0.00%	
Contract Services	\$0.00	\$2,950.00	-\$2,950.00	0.00%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
46323 SCDP REHABILITATION	\$0.00	\$2,950.00	-\$2,950.00	0.00%	
270 SMALL CITIES DEVELOP 201	\$0.00	\$2,950.00	-\$2,950.00	0.00%	
271 SMALL CITIES DEVELOP 2020-2022					
46323 SCDP REHABILITATION PROJECTS					
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Professional Services - Misc	\$0.00	\$5,040.60	-\$5,040.60	0.00%	
Contract Services	\$0.00	\$140,757.18	-\$140,757.18	0.00%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
46323 SCDP REHABILITATION	\$0.00	\$145,797.78	-\$145,797.78	0.00%	
271 SMALL CITIES DEVELOP 202	\$0.00	\$145,797.78	-\$145,797.78	0.00%	
	\$69,729.00	\$188,299.97	-\$118,570.97	-170.05%	

**MORA ECONOMIC DEVELOPMENT AUTHORITY****Notes to the Financial Statements****For the Quarter Ended December 31, 2023**

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

Nothing to report at this time.

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

- A. 2023 property tax expenses for Industrial Park lots. Property tax obligations on the unsold Industrial Park lots met the statutory time limitation to qualify for property tax exemption this year. This was anticipated and budgeted for, however, has not been paid in prior years and an explanation was deemed in order.
- B. No Professional Services expenses were incurred for 2023.



# MEMORANDUM

Date March 12, 2024  
To Economic Development Authority  
From Kirsten Faurie, Community Development Director  
RE Activity Update

## SUMMARY

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### HOUSING & DEVELOPMENT

Downtown Commercial Corner Development: Kirsten and Jim Hartshorn have been keeping in contact with Vincent Fashemo regarding his proposal to purchase the Downtown Commercial Corner and construct a mixed-use building with commercial space on the first floor, and two floors of apartments above.

Follow ups with Derek Carlson regarding Northstar Pontoons expansion proposal: Kirsten and Jim Hartshorn continue to be in contact with Derek Carlson regarding his proposed project.

Potential Industrial Park Sales: Three potential buyers have approached the city with interest in lots at the Mora Industrial Park. Kirsten has kept very busy having multiple conversations with these persons regarding funding options, amenities, soil conditions, development requirements, etc.

Former Mora High School site: Mora Public Schools have officially put the site of the former Mora High School on Maple Ave. and parking lot areas up for sale. They are accepting offers until May 3.

Workforce Housing: Kirsten attended an informational session regarding MN DEED's Workforce Housing Development Program and is communicating with the program administrators about how such a program could be utilized in Mora.

### BUSINESS SUPPORT/EXPANSION

New Business: Marie Keintop has purchased the building at 125 Railroad Ave. Formerly the home of Midwest Environmental Consulting; renovations are ongoing as the new owner plans to open a bar also serving pizza and appetizers. They are in the process of getting their liquor license and all the appropriate inspections. Their goal is to open in May.

Nordenstrom Construction: Nordenstrom Construction at 1828 Hwy 65 is selling their building and property. Kirsten was able to tour the facility and has been communicating with three entrepreneurs who would have potential interest in the space. Communication includes providing small business resources.

Small Business Summit: The East Central Development Partnership hosted a regional Small Business Summit at Kev's Depot Friday, Feb. 23. The event included brief presentations from: MN DEED, Initiative Foundation, Small Business Development Center, MN Business Finance Corporation, The

## Memorandum

Entrepreneur Fund and more to let small business owners and lenders learn more about opportunities. Kirsten, Mike Segner, and Bob Jensen were able to attend.

Business Retention & Expansion Training: Kirsten is currently participating in an 8-week Business Retention & Expansion training through the U of M Extension.

### CHILDCARE

Kanabec Childcare Team: This group (formerly the Childcare Capacity Builders) has established a regular schedule to meet monthly and take action steps to support existing childcare providers and grow capacity. Kirsten has been asked to chair the group. At their most recent meeting, guests included the Stevens County Administrator who shared how their county was able to add six family child care providers using ARPA funds. This group has added members, is getting more and more active and is making connections that are proving to have a positive impact.

- Kirsten and Tara Hallberg of Child Care Aware were able to meet with and provide more resources to Mora Public Schools regarding their community ed. childcare program. These resources may prove to be a financial benefit for the program, and could lead to an expansion of services.

Child Care Challenges: The Center for Rural Policy & Development and the Citizens League hosted an online informational event, "Interconnected: An Update on Minnesota's Child Care Challenges." This event provided Kirsten an update on some of the data and economic impacts childcare availability is having in Minnesota communities.

### TOURISM

2024 Explore Minnesota Tourism Conference: Kirsten was able to virtually attend a limited version of the 2024 Explore Minnesota Tourism Conference. The virtual option was less valuable than hoped; for the 2025 conference it might be more valuable to attend in person; this can be discussed when budgeting for 2025.

Railbed Trail Team: An informal group has formed of persons with an interest in reviving a 2014 Kanabec County Trail Plan that would connect Mora to the Munger Trail in Hinckley. This group has started gathering input from stakeholders, exploring the idea and having broader conversations about what such a project would look like.

### OTHER

Hwy 23/65: City Staff continues to participate in conversations with MnDOT regarding reconstruction of the Hwy 23/65 Corridor.

East Central Development Partnership: Kirsten attended the ECDP's (formerly GPS 45:93) January Meeting which included special information about tiny-home housing options and trends.

Economic Development Association of Minnesota: Kirsten attended EDAM's 2-day Winter Conference on Jan. 25-26 in Bloomington. The event featured extensive information about tax increment financing, transportation, childcare, workforce housing, and DEED programs.

Ehler's Public Finance Seminar: Kirsten and Kelly Christianson attended Ehler's 2-day Public Finance Seminar Feb. 1-2 in Edina. The event provided extensive information on tax increment financing, property tax, affordable housing financing tools, and more.

# MEETING MINUTES

## Kanabec County Economic Development Authority (EDA)

January 10, 2024 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

317 Maple Ave East, Mora, MN 55051

and Online/Teleconference via Webex

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**UNAPPROVED MINUTES**

Members Present: Alison Holland, Wayne Davis, Jerry Tvedt, Lisa Holcomb, Lonnie Ness, Peter Ripka, Kathi Ellis and Kirsten Faurie

Members Absent: Ivan Black

Staff Present: Jim Hartshorn, Kelsey Schiferli

Others Present: Dennis Rice (WebEx)

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

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

Action #2 – It was moved by Jerry Tvedt, seconded by Alison Holland and carried unanimously to approve a consent agenda including all of the following actions:

- Elect Lisa Holcomb as Chairperson of the EDA for 2024.
- Elect Jerry Tvedt as Vice-Chairperson of the EDA for 2024.
- Elect Kathi Ellis as Treasurer of the EDA for 2024.
- Elect Kirsten Faurie as secretary of the EDA for 2024.

Action #3 – It was moved by Lonnie Ness, seconded by Kathi Ellis and carried unanimously to appoint Jim Hartshorn as the Executive Director of the EDA for 2024.

Action #4 – It was moved by Lonnie Ness, seconded by Kirsten Faurie and carried unanimously to accept the Kanabec County Times, the legally designated newspaper of Kanabec County as the official newspaper of the Kanabec County EDA.

Action #5 – It was moved by Jerry Tvedt, seconded by Wayne Davis and carried unanimously to accept First Citizens Bank, the official depository of Kanabec County as the official depository of the Kanabec County EDA.

Action #6 – It was moved by Alison Holland, seconded by Lonnie Ness and carried unanimously to designate the 2024 meeting location for the regular meetings of the Kanabec County EDA to be via WebEx and in person in one of the basement meeting rooms in the County Courthouse.

Action #7 – It was moved by Lonnie Ness, seconded by Wayne Davis and carried unanimously to set the 2024 regular meeting dates of the Kanabec County EDA to be every other month beginning in



January, on the second Wednesday of the month at 3:30pm. These dates include: January 10, March 13, May 8, July 10, September 11, and November 13.

Action #8 – It was moved by Peter Ripka, seconded by Kathi Ellis and carried unanimously to approve the November 8, 2023 minutes as presented.

EDA Director Jim Hartshorn led a discussion regarding the inclusion of the account activity report with the EDA Financials. The group expressed consensus to direct Jim Hartshorn to prepare a bi-monthly list of bills paid to be included with the EDA Financials in lieu of the account activity report.

Action #9 – It was moved by Lonnie Ness, seconded by Alison Holland and carried unanimously to accept the financial reports as presented.

East Central Energy Manager of Broadband, Dennis Rice met with the EDA via WebEx to give an update regarding the ECE Broadband Project. Information only, no action was taken.

EDA Director Jim Hartshorn led a discussion regarding the new Statewide Affordable Housing Aid Program. His recommendation is for the County to place the funds into a Housing Trust Fund. Possible uses for the funds were discussed including loans, grants, rehabilitation and projects like Maysa House II.

Action #10 – Lonnie Ness introduced a motion to direct Jim Hartshorn to further research the new Statewide Affordable Housing Aid and to meet with the County Board to discuss moving forward with the creation of a Housing Trust Fund. The motion was seconded by Kirsten Faurie and the following voted:

**IN FAVOR:** Alison Holland, Wayne Davis, Jerry Tvedt, Lisa Holcomb, Lonnie Ness, Kathi Ellis and Kirsten Faurie

**OPPOSED:** None

**ABSTAIN:** Peter Ripka

The motion passed.

EDA Director Jim Hartshorn presented the EDA Strategic Plan 2024 – 2026. If approved by the County Board, the new Strategic Plan will go on the County Website.

Kirsten Faurie gave a brief update regarding a proposal for expansion from Northstar Pontoons. Information only, no action was taken.

Jim Hartshorn gave verbal updates regarding Strategic Plan Items as outlined in Staff Report Item 9 in the meeting packet. Information only, no action was taken.

EDA Director Jim Hartshorn gave a verbal report regarding the six strategic plan items and related project updates as outlined in Staff Report Item 9. Information only, no action was taken.

Jim Hartshorn gave an overview of the upcoming meetings and events listed on the agenda. Information only, no action was taken.

Other discussion: Kirsten Faurie gave an update regarding yesterday's meeting of the Mora EDA. The city EDA is exploring a tourism assessment program with the U of M Extension. The program would assess the strengths and weaknesses of the community to identify opportunities and create a

work plan to increase tourism. The cost of the program is about \$8,000. The city has discussed the possibility of partnering with the county and/or chamber on this project. The group discussed the possibility of using grant funds from the Initiative Foundation for the program. Lonnie Ness added that the city participated in a similar program 10-15 years ago. Information only, no action was taken.

Action #11 – It was moved by Lonnie Ness, seconded by Peter Ripka and carried unanimously to adjourn the meeting at 4:58pm.

The Kanabec County EDA will meet again on Wednesday, March 13, 2024 for a regular meeting at 3:30pm in the Kanabec County Courthouse, basement meeting room 3 and via Webex.

Respectfully submitted,  
Kelsey Schiferli  
Kanabec County Coordinator's Assistant

**From:** [East Central Development Partnership](#)  
**To:** [Kirsten Faurie](#)  
**Subject:** Annual Membership Renewal  
**Date:** Friday, January 12, 2024 11:46:29 AM  
**Attachments:** [Mora 259.pdf](#)  
[ECDP 2023 Highlights.pdf](#)

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Greetings from the East Central Development Partnership!

We hope that your year is off to a great start and that you are ready to get connected with the East Central Development Partnership. The past year has been a busy one for the organization as we've been working toward a name update to better reflect our mission and values.

The organization was initially formed in July 2000 as the Northern Technology Initiative. In 2009 the group was rebranded to GPS 45:93 and has been collaborating regionally through monthly meetings and special events focused on economic development within the region. As we begin 2024, we are excited to share the new name that better reflects our region and the work that we are doing.

Attached to this email you will find our 2023 Highlights document that shares a brief recap of the work accomplished in the past year. A second attachment includes your membership invoice for 2024.

We are kicking off the year with our first meeting of the new year on **Friday, January 19th** in Isanti. If you are interested in attending and have not yet registered for the lunch, please plan to do so by next Tuesday, January 16th.

Regular meeting dates in 2024 include:

- January 19
- March 22
- May 24
- August 23
- September 27 -- Annual Meeting
- November 22

If you are interested in pre-payment of your meal expense at each of these 6 meetings, simply add \$90 to your dues invoice. Contact me if you need an updated invoice for your records.

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Becky Schueller  
Administrative Assistant  
East Central Development Partnership

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## **The Value of Belonging**

The mission of the East Central Development Partnership (formerly known as GPS 45:93) is to collaborate to strengthen the regional economy by:

- Providing a regional approach to workforce development, business attraction, retention, and expansion
- Acting as a conduit for members and the region to access resources and educational opportunities

ECDP consultants and members are resources to assist **cities and counties** in business retention, attraction, and expansion. We work to promote East Central Minnesota as a great place to live and do business. 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. **Private businesses** can access financial, business growth, and workforce resources. Paid members will have a presence on our new website, which raises the profile of East Central Minnesota and showcases both investment and business growth opportunities and regional quality of life.

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.

## **Join or Renew today & become a member of the East Central Development Partnership**

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



## 2023 Highlights

- **Operating Plan Implementation:** GPS went through a planning process in late 2022 to develop a new operating plan for 2023-2024. We are now in the process of implementing that plan, which is leading to some significant changes for the organization. It has been an exciting year of transition as we repurpose the organization to best fit the region's needs and welcome in many new staff from longtime member organizations.
- **Rebranding:** With limited support for the name GPS 45:93, members voted in 2023 to develop a new name and branding for the organization. Through a facilitated workshop, members chose "**East Central Development Partnership**" as the organization's new name, which was revealed at the group's annual meeting in September. Thanks to grant support from Initiative Foundation, the group was able to issue an RFP for a consultant to develop new branding and an updated website. The group chose Starmaker Marketing through a competitive process and work is under way to roll out the new logo.
- **New Meeting Schedule:** Recognizing changes in how people work and gather since the Covid-19 pandemic, the group shifted to a new model. The group now meets bi-monthly instead of monthly. The grant funding received by the Initiative Foundation will enable the group to hold 3 additional, topic-specific summits in non-meeting months over the course of 2024. Planning for these events is under way.
- **Annual Meeting:** Deb Brown of SaveYour.Town, a nationally renowned speaker on innovative ways to celebrate and cultivate thriving rural communities, delivered our annual meeting keynote in 2023. Prior to the event, Deb spent a day and a half touring around the region and sharing ideas with our communities. Support from the Initiative Foundation made it possible to bring Deb to East Central Minnesota.
- **Educational Opportunities:** We hosted speakers on the following topics in 2023: an East Central Energy broadband update; the Minnesota Center for Employee Ownership on opportunities for employee ownership; successful gap financing for the Uncommon Loon brewery project in Chisago City; the Chisago Lakes Visitor Bureau on tourism in the area; DEED Deputy Commissioner Kevin McKinnon on the eventful 2023 legislative session; DEED Regional Labor Analyst Luke Greiner on regional economic and demographic trends; the East Central Regional Arts Council on the impact of its work; and SCI Broadband on its efforts to expand broadband in the region.
- **Regional Marketing:** In April, we held an in-person "Familiarization" event called "Discover East Central Minnesota" for over 40 site selectors, real estate agents and other influencers to showcase the region at the Sunken Ship Brewery in Princeton. The keynote speakers for this event included Kelly Asche of the Center for Rural Development, DEED Regional Labor Analyst Luke Greiner, a panel on education and workforce partnerships, and DEED Executive Director of Business Development Catalina Valencia. Consultant Karl Schuettler also gave an update on the organization, and Jordan Zeller of the East Central Regional Development Commission described its quality of life opportunities. A subsequent happy hour was sponsored by Connexus Energy, First Bank & Trust, Great River Energy, Falcon National Bank, and HR Green.
- **Organizational:** GPS continues to work with Karl Schuettler of Northspan as its Organizational Consultant and Becky Schueller of the Pine City Area Chamber of Commerce as its Administrative Assistant & Bookkeeper.

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



[ifound.org](http://ifound.org)

January 17, 2024

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

Dear Kirsten,

We have received the city of Mora's 2024 funding to support the work of the Initiative Foundation in Central Minnesota. Please extend our appreciation to your EDA board, city council and mayor. **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 work will provide lasting impact on the health of the region and the future of rural Minnesota.

We truly value your partnership and your support.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Brian'.

Brian Voerding  
President

A handwritten signature in dark ink, appearing to read 'Carl'.

Carl Newbanks  
Director of Development

CC: Glenn Anderson, City Administrator



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Equal opportunity lender, provider and employer.