



Meeting Agenda
City of Mora, Economic Development Authority
2 p.m. Tuesday, May 2, 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. 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 February 7, 2023
- b. Approve minutes from March 7, 2023 – Special Meeting
- c. Approve minutes from March 17, 2023 – Special Meeting

5. Claims

- a. Approve claims from January-February 2023 *(can be done as one motion)*
- b. Approve claims from February-March 2023 *(can be done as one motion)*
- c. Approve claims from March-April 2023 *(can be done as one motion)*

6. Open Forum

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

7. Special Business

- a. Tourism Discussion with guest: Jenna Maciej, Executive Director Mora Area Chamber of Commerce

8. New Business (none)

9. Old Business (none)

10. Reports

- a. Quarterly Financial Report
- b. Small Cities Development Program (SCDP) update
- c. Kirsten Faurie Report

11. Communications

- a. Kanabec County EDA Minutes (January & March)
- b. MnDOT Grant Award Letter

12. Adjournment

The next meeting of the EDA is scheduled for **2 p.m. Tuesday August 1, 2023**

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, February 7, 2023

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

Pursuant to due call and notice thereof Dan Johnson called to order the regular meeting of the EDA at 2:03 p.m., on Tuesday, February 7, 2023, in the Mora City Hall council chambers.

2. Oath of Office: Mike Segner and Rose Krie took the oath of office.

3. Roll Call: Present: Jody Anderson, David Youngquist, Dan Johnson, Alison Holland, Mike Segner, Rose Krie

Absent: Brett Baldwin, Robert Jensen

Staff Present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie, Administrative Services Director Natasha Segelstrom, Accountant Kelly Christiansen

4. Adopt Agenda: MOTION made by Krie, seconded by Youngquist, and unanimously carried to adopt the agenda.

5. Election of Officers for 2023:

MOTION made by Segner to select Johnson as President. Seconded by J. Anderson and unanimously carried.

MOTION by Segner nominating himself to serve as Vice President. Seconded by Youngquist and unanimously carried.

MOTION by Johnson to select Faurie as Secretary, seconded by Segner and unanimously carried.

MOTION by J. Anderson to select Jensen as Treasurer. Seconded by Krie and unanimously carried.

6. Minutes: J. Anderson noted an incomplete sentence in the Nov. 1, 2022 minutes under item *8c 2023 EDA Meeting Schedule*. The sentence should read:

c. 2023 EDA Meeting Schedule: MOTION by Jensen to adopt the 2023 EDA Meeting Schedule as presented, seconded by Baldwin and unanimously carried.

MOTION made by Krie, seconded by J. Anderson and unanimously carried to approve the Nov. 1, 2022 minutes as amended.

7. Claims: MOTION by Segner, seconded by Krie and unanimously carried to approve the October-November 2022, November-December 2022, and December 2022-January 2023 claims.

8. Open Forum: No persons spoke during open forum.

9. Special Business: None

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, February 7, 2023

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

10. New Business

a. Small Cities Development Program Grant Amendment Request: Faurie explained how the city worked with the Central Minnesota Housing Partnership to administer the Small Cities Development Grant. The funds may be used to improve safety and certain structural repairs for a variety of residential homes. Faurie noted that funds that are not used are forfeited back to DEED. Owner-occupied home projects were proving more popular than rental projects, so Faurie recommended reallocating funds slatted for rental projects to owner-occupied projects. This would increase the number of homes that could receive repairs. This transfer is accomplished by submitting a Grant Amendment Request to Deed.

MOTION by Segner, seconded by Krie and unanimously carried to recommend city council approval of the DEED grant amendment request as presented.

b. 2022 Annual Summary of Economic Development Activities: Faurie informed the commissioners the EDA presents the city council with an annual report of the past year's activities. As Faurie has not been with the city for a full year, asked the EDA if they would review the report for any items that may have omitted. J. Anderson asked why more action hadn't been taken related to increasing local tourism. J. Anderson noted tourism, particularly marketing via social media, had been priority action item set by the EDA for years. It was discussed to look and find where these priorities had been set and if the EDA had done some strategic planning in the past to guide its priorities and activities. G. Anderson suggested coordinating with the Mora Area Chamber of Commerce or perhaps creating a budget and/or committee specifically for tourism activities.

Commissioners discussed if it would be the city EDA, the Chamber or perhaps a special Visitors Bureau that would spearhead tourism efforts. The consensus was to invite the Chamber director to the next meeting of the EDA and put tourism on the next EDA agenda.

11. Old Business: None

12. Reports

a. Quarterly Financial Report: Segelstrom presented the Quarterly Financial Report with an update on the repayment of COVID-19 Emergency Assistance Loans. J. Anderson asked if the city's COVID-era, temporary ordinance allowing restaurants to have additional outdoor seating was still in place or if it needed to be rescinded by the council. Staff said they would research the matter and respond with an answer at a later date.

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, February 7, 2023

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

b. Kirsten Faurie Report of Recent Activity: Faurie reported on her recent activity and asked the EDA for guidance regarding Northstar RE. In 2018 the City of Mora entered a purchase agreement with Northstar RE for land in the Industrial park. Terms of the agreement included job creation goals that have not been met and that Northstar RE would pay the city \$2,816.96 per missing job . Faurie asked the EDA if they wanted her to proceed with the process laid out in the purchase agreement to claim funds owed to the city.

MOTION by Segner to follow the structure of the agreement, seconded by J. Anderson and unanimously carried.

c. Mora Summary of Construction Activity 2022: Faurie presented the summary of construction activity. G. Anderson discussed the new Dollar General and some questions members of the public have had about its construction.

13. Communications:

a. Kanabec County EDA Minutes (November & December):

b. Initiative Foundation

c. GPS 45:93 2022 Highlights

Faurie invited the Commissioners to attend the Highway 65/23 Corridor Study Open House hosted by MnDOT on Feb. 22 5-7 p.m. at Mora City Hall

Holland gave a verbal report noting that in April, the county and Highway 23 Coalition will be meeting Representative Pete Stauber to discuss the future of the highway.

G. Anderson introduced the city's new accountant, Kelly Christiansen, who spoke a little about herself and thanked the EDA.

14. Adjournment: MOTION by Segner, seconded by Johnson and unanimously carried to adjourn the EDA meeting at 2:49 p.m.

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

President

Kirsten Faurie
Community Development Director

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, March 7, 2023

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

Pursuant to due call and notice thereof Dan Johnson called to order the regular meeting of the EDA at 2:00 p.m., on Tuesday, March 7, 2023, in the Mora City Hall council chambers.

2. Roll Call: Present: Jody Anderson, David Youngquist, Dan Johnson, Alison Holland, Mike Segner, Rose Krie, Brett Baldwin, Robert Jensen

Absent: None

Staff Present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie, Administrative Services Director Natasha Segelstrom

Others Present: Kanabec County EDA Director Jim Hartshorn

3. Adopt Agenda: MOTION made by Segner, seconded by Baldwin, and unanimously carried to adopt the agenda.

4. Special Business:

a. Industrial Park Proposal

Faurie informed the EDA members the City of Mora received a proposal from Nick Mitchell requesting to purchase a 4.84 acre lot in the Mora Industrial Park, Lot 5 Block 1. Mitchell is in the process of purchasing the Mora Marine business, but not the land and building. Mitchell is looking to construct a new building in the Industrial Park roughly 40x100 and use the rest of the lot for outdoor boat storage. The building would be split between a service garage and a showroom to sell new and used boats.

Mitchell is offering \$50,000. Faurie explained the city's Business Subsidy Policy establishes a guideline of \$12,500 per acre. The EDA will need to discuss and decide if they are willing deviate from those guidelines to accept the \$50,000 offer.

The Business Subsidy Policy also establishes a guideline that businesses purchasing a lot in the Industrial Park must construct a building covering a minimum of 5.75% of the lot. Mitchell's proposal falls short, covering 1.9% of the lot. The EDA will need to consider if they are willing deviate from the guidelines and accept this building size.

Hartshorn shared with the EDA his review of Mitchell's business plan found it to be a solid, reasonable plan. Hartshorn said he liked that the business is already functioning and profitable and has the potential to grow. Hartshorn said Mitchell's financing options could include applying to the City or the ECRDC for their revolving economic development loan funds.

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, March 7, 2023

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

The EDA discussed pros and cons of the sale as well as some of their concerns.

J. Anderson expressed concern about if the business type suited the allowable uses in the Industrial Park, and that perhaps more suitable locations could be found outside of the city.

Faurie discussed the allowable uses in the Industrial Park and the decision of whether or not boat sales as a part of Mitchell's business would be the role of the Planning Commission to decide.

Johnson commented on the other businesses in the Industrial Park and the extent that many of them have outdoor storage.

J. Anderson expressed concern that allowing a smaller building to be constructed also means less tax revenue for the city.

Youngquist questioned if the sale would encourage job growth.

Faurie acknowledged the business plan does not include much job growth, but would retain the existing jobs with the potential to grow 2-6 FTE jobs.

G. Anderson noted cities like Mora can struggle to find perfect fits for the Industrial Park, and that the goal is to fill the lots that are available; it may be worth making some exceptions to achieve that goal.

J. Anderson questioned if making exceptions would be fair to the other businesses that followed the guidelines.

Discussion continued regarding building size, building placement and potential for future expansion.

Krie noted that this type of business is needed in the area. She also wondered about how much interest there has been from people wanting to buy Industrial Park lots.

Segner noted that the business shows promise and that it would be good to have more activity in the Industrial Park.

The board discussed making it a higher priority for the City to extend the road and utilities in the Industrial Park in order to make all of the land available for development.

The group discussed the value of the land and what terms they would like to include in a purchase agreement. The EDA directed Faurie to work with the city attorney to draft a purchase agreement, and clarify what Mitchell meant by a "three-year tax moratorium" in his letter of intent. The group also discussed the timeline of the project and sale.

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, March 7, 2023

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

MOTION by Segner to move forward with the purchase at the proposed price of \$50,000 pending the creation of terms of purchase. Discussion continued regarding possible terms. Seconded by Jensen and approved unanimously.

The EDA scheduled a Special Meeting to further review the purchase and terms for 10 a.m. Friday, March 17, 2023 at Mora City Hall.

5. Adjournment: MOTION by Baldwin, seconded by Jensen and unanimously carried to adjourn the meeting at 2:56 p.m.

The next Meeting of the EDA is a special meeting for **10 a.m. Friday, March 17, 2023** at Mora City Hall.

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

Dan Johnson
President

Kirsten Faurie
Community Development Director

City of Mora Economic Development Authority

Minutes

10:00 a.m. Friday, March 17, 2023

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

Pursuant to due call and notice thereof Dan Johnson called to order the regular meeting of the EDA at 10:00 a.m., on Friday, March 17, 2023, in the Mora City Hall council chambers.

2. Roll Call: Present: Jody Anderson, David Youngquist, Dan Johnson, Alison Holland, Mike Segner, Rose Krie, Robert Jensen

Absent: Brett Baldwin

Staff Present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie

Others Present: Nick Mitchell

3. Adopt Agenda: MOTION made by Krie, seconded by Segner, and unanimously carried to adopt the agenda.

4. Special Business:

a. Industrial Park Proposal

Faurie asked the EDA to review terms and discuss terms of the purchase agreement, and noted the Planning Commission will need to review and approve the use of boat sales in the I-2 District.

J. Anderson noted concerns about deviating from guidelines regarding sale price and the smaller building's lot coverage.

Mitchell spoke about his business plan and how he intends to use the lot, specifying that the majority of his business would be boat repair/storage and that he does not foresee boat sales becoming the primary use. Mitchell sees a huge need for repair and storage services in the area.

Jensen discussed the existing pontoon business in the Industrial Park and if their sales model was substantially different than what is being proposed for Mora Marine. Jensen said he wouldn't feel comfortable denying Mitchell if Northstar Pontoons is conducting a similar business.

Segner noted he wasn't considering reversing the decision the EDA made at their March 7 meeting to sell the lot. Krie reaffirmed this and her desire to keep this sale process moving forward to help Mitchell meet his timeline goals.

The board discussed their desired terms of sale. The board debated requiring the business install some form of security system in the agreement; the board directed city staff to consult with the city attorney and advise on how that could be worded.

City of Mora Economic Development Authority

Minutes

10:00 a.m. Friday, March 17, 2023

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

MOTION by Segner, seconded by Krie, to direct the city attorney to draft a purchase agreement including the terms listed in staff memo (in packet), specifying the fence needs to screen view all around the property (not just the front), adding the sale is contingent upon approval of the land use by the Planning Commission & City Council, and ask to attorney to advise on how a security feature might be worded.

Motion failed 3-3 with members Jensen, Anderson and Youngquist opposed.

Johnson opened the matter for further discussion. Per Jensen's request, Faurie explained the process for selling Industrial Park Land and next steps in this matter.

J. Anderson spoke again to her concerns about how far the proposal is deviating from the city's established guidelines regarding sale price of land, building size and allowed uses.

Jensen said the city has already set some precedence in what has been allowed at Northstar Pontoons. Jensen requested the city table the issue until the attorney could weigh in on the issues being discussed.

Youngquist noted his concerns about deviating from the guidelines considering he did not see a strong public benefit to residents in terms of job creation and increase in the tax base. Johnson stated he saw the business was a benefit by providing a service to members of the community.

Krie clarified that on March 7 this board did approve sale of the lot pending the development of terms and discouraged the board from backpedaling on that decision.

MOTION by Jensen to table the issue until a special meeting of the EDA to be held at 10:30 a.m. Tuesday, April 11, 2023 at Mora City Hall. Seconded by Youngquist and unanimously carried.

5. Adjournment: MOTION by Segner, seconded by Krie and unanimously carried to adjourn the meeting at 11:08 a.m.

The next meeting of the EDA is a special meeting for **10:30 a.m. Tuesday, April 11, 2023** at Mora City Hall. The next regular meeting of the EDA is **2 p.m. Tuesday, May 2, 2023.**

Dan Johnson
President

Kirsten Faurie
Community Development Director

CITY OF MORA

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02/16/23 7:37 AM

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059637 MN DEPT OF EMP & ECON DEV						
059637	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 059637 MN DEPT OF EMP & ECON DEV						\$3,854.58
CHECK # 059644 ST CLOUD STAMP & SIGN						
059644	ST CLOUD STAMP	ECONOMIC	ECONOMIC DEVEL	Office Supplies	SEGNER NAME PLATE	\$14.48
CHECK # 059644 ST CLOUD STAMP & SIGN						\$14.48
CHECK # 059649 CARDMEMBER SERVICE						
059649	CARDMEMBER SER	ECONOMIC	ECONOMIC DEVEL	Meetings, Training, &	FAURIE GRANT WRITING TRN	\$40.00
CHECK # 059649 CARDMEMBER SERVICE						\$40.00
CHECK # 059692 VERIZON WIRELESS						
059692	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.23
CHECK # 059692 VERIZON WIRELESS						\$8.23
CHECK # 059699 CAMPBELL KNUTSON, P.A.						
059699	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	MISC LEGAL-NORTHSTAR	\$352.00
CHECK # 059699 CAMPBELL KNUTSON, P.A.						\$352.00
CHECK # 059713 KANABEC PUBLICATIONS, INC						
059713	KANABEC PUBLICA	ECONOMIC	ECONOMIC DEVEL	Office Supplies	BUSINESS CARDS- FAURIE	\$15.40
CHECK # 059713 KANABEC PUBLICATIONS, INC						\$15.40
						\$4,284.69

THE January-February 2023 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

Dan Johnson, President

Kirsten Faurie, Secretary

Bob Jensen, Treasurer

CITY OF MORA

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03/16/23 9:24 AM

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059762 MN DEPT OF EMP & ECON DEV						
059762	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 059762 MN DEPT OF EMP & ECON DEV						\$3,854.58
CHECK # 059770 AMAZON CAPITAL SERVICES						
059770	AMAZON CAPITAL	ECONOMIC	ECONOMIC DEVEL	Small Tools & Equip	FAURIE WEBCAM	\$10.16
CHECK # 059770 AMAZON CAPITAL SERVICES						\$10.16
CHECK # 059814 LEAGUE OF MN CITIES INS TRUST						
059814	LEAGUE OF MN CIT	ECONOMIC		Prepaid Ins	2023 PROP/LIAB INSURANCE	\$112.00
CHECK # 059814 LEAGUE OF MN CITIES INS TRUST						\$112.00
CHECK # 059815 LEAGUE OF MN CITIES INS TRUST WC						
059815	LEAGUE OF MN CIT	ECONOMIC		Prepaid Ins	WORKERS COMP COVERAGE P	\$81.35
CHECK # 059815 LEAGUE OF MN CITIES INS TRUST WC						\$81.35
CHECK # 059824 VERIZON WIRELESS						
059824	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.23
CHECK # 059824 VERIZON WIRELESS						\$8.23
CHECK # 059830 CAMPBELL KNUTSON, P.A.						
059830	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	MISC LEGAL SERVICES-NON C	\$176.00
059830	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	MISC LEGAL SERVICES-NORTH	\$136.40
CHECK # 059830 CAMPBELL KNUTSON, P.A.						\$312.40
						\$4,378.72

THE February-March 2023 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

Dan Johnson, President

Kirsten Faurie, Secretary

Bob Jensen, Treasurer

CITY OF MORA
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04/13/23 12:19 PM

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059914 MN DEPT OF EMP & ECON DEV						
059914	MN DEPT OF EMP	RED LOAN		Due to Minnesota De	NPP/GRANT #CDAP-14-0022-H	\$3,854.58
CHECK # 059914 MN DEPT OF EMP & ECON DEV						\$3,854.58
CHECK # 059968 VERIZON WIRELESS						
059968	VERIZON WIRELES	ECONOMIC	ECONOMIC DEVEL	Telephone	CELL	\$8.22
CHECK # 059968 VERIZON WIRELESS						\$8.22
CHECK # 059978 CAMPBELL KNUTSON, P.A.						
059978	CAMPBELL KNUTSO	ECONOMIC	ECONOMIC DEVEL	Legal Services	PROPERTY SALE, DEVELOPME	\$1,211.50
CHECK # 059978 CAMPBELL KNUTSON, P.A.						\$1,211.50
						\$5,074.30

THE March-April 2023 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

Dan Johnson, President

Kirsten Faurie, Secretary

Bob Jensen, Treasurer



MEMORANDUM

Date May 2, 2023
To Economic Development Authority
From Kirsten Faurie, Community Development Director
RE Tourism

SUMMARY

The EDA will discuss tourism/marketing goals

BACKGROUND & DISCUSSION

Discussion was held at the February 7, 2023 EDA meeting about the potential for there to be more active promotion of tourism. Commissioners discussed if it would be the city EDA, the Chamber or perhaps a special Visitors Bureau that would spearhead tourism efforts.

As this conversation continues, here is some information to consider:

CEDS Survey

Every year the East Central Regional Development Commission (ECRDC) asks its members to complete the Comprehensive Economic Development Strategy (CEDS) Survey. In the past, in order for projects to be considered for federal funding, projects needed to be included in the survey. This is no longer the case, however, establishing this list of projects demonstrates long-term planning and community involvement which is advantageous when applying for grants. For example, the city referenced the CEDS Survey Project 2 when applying for the Transportation Alternatives Grant for the Wood Street Pedestrian Trail Extension. This grant was awarded to the city in April.

The EDA approved the 2022 CEDS Survey on Nov. 1, 2022. (See attached) It includes:

Project 1: DEVELOPMENT AND SYNCHRONIZATION OF MARKETING, TOURISM, AND SOCIAL MEDIA EFFORTS

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

Funds for Tourism via lodging tax:

Several cities (including Hinckley, Princeton, Paynesville, and Milaca) established visitors bureaus (often as a part or their local Chamber of Commerce) and established a 3% lodging tax. The lodging tax applies to overnight stays within the city (hotels, motels, AirBNB, campgrounds), the city keeps 5% of the tax collected to cover costs associated with the collection and distribution of funds; 95% of the funds are given to the Visitor's Bureau which can be spent on tourism efforts including advertising and marketing campaigns.

Today the EDA should discuss its tourism/marketing goals and consider options to achieve those goals. Options range from asking city staff to tweak the city's website/social media to include more information for

Memorandum

visitors and new residents, or a larger marketing campaign which may include hired consultants, partnership with the Chamber, or establishment of a tourism/visitors bureau.

The EDA may consider establishing a work group to further explore ideas and options.

ACTION REQUESTED

Discuss tourism/marketing goals and consider next steps.

Attachments:

2022 CEDS Survey

MN House Research: Local Lodging Taxes in Minnesota

Examples of Princeton's "This is Princeton" marketing campaign

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

2022 Comprehensive Economic Development Strategy (CEDS) Survey

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

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

Telephone: **320-679-1511**

Fax:

Contact person: **Kirsten Faurie, Community Development Director**

Email: **k.faurie@cityofmora.com**

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

Person completing survey: **Kirsten Faurie**

I. Project Description:

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

Project 1: ***DEVELOPMENT AND SYNCHRONIZATION OF MARKETING, TOURISM, AND SOCIAL MEDIA EFFORTS***

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

Project 2: ***DEVELOPMENT OF RECREATIONAL ATTRACTION OPPORTUNITIES FOR THE COMMUNITY AND REGION***

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

as a tourist destination and will bring economic opportunities to new and existing businesses.

Project 3: *PLANNING AND CONSTRUCTION OF COMMUNITY FACILITIES AND ADAPTIVE RE-USE OF EXISTING BUILDINGS*

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

Project 4: *DEVELOPMENT AND IMPLEMENTATION OF COMMERCIAL AND RESIDENTIAL REVITALIZATION PLANS*

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

Project 5: *INSTALLATION OF FIBER OPTIC CABLE AND OTHER UTILITIES/INFRASTRUCTURE IN MORA INDUSTRIAL PARK*

In conjunction with current County-wide broadband efforts and to meet the needs of today's businesses, the Mora EDA wishes to install fiber optic cable to the Mora Industrial Park tenants and improve business services. This project would make the industrial park more attractive to high tech businesses which would result in an increase in higher paying jobs for the community. A number of lots in the Industrial Park are not fully served by utilities such as sewer, water, electric and roads. Completing the infrastructure would make the Industrial Park lots more available and attractive to buyers.

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

Project No.	No. 1	No. 2	No. 3	No. 4	No. 5
Job Creation	_____	<u> X </u>	<u> X </u>	<u> X </u>	<u> X </u>
Job Retention	_____	_____	<u> X </u>	_____	_____
Livable Wages	_____	_____	<u> X </u>	_____	_____
Public Facilities	_____	<u> X </u>	_____	_____	_____
Housing	_____	_____	_____	<u> X </u>	_____
Social / Recreational	<u> X </u>	<u> X </u>	_____	_____	_____
Downtown Revitalization / Renovation	_____	_____	<u> X </u>	<u> X </u>	_____
Other	<u> X </u>	_____	_____	_____	<u> X </u>

If other, please explain: _____

1. Support and increased clientele for all businesses; increased awareness of community
2. Technology & Utilities

III. Population to Benefit:

Project No.	No. 1	No. 2	No. 3	No. 4	No. 5
City	<u> X </u>	<u> X </u>	<u> X </u>	<u> X </u>	<u> X </u>
County	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>	<u> X </u>
Region	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

IV. Characteristics of Population to Benefit:

Project No.	No. 1	No. 2	No. 3	No. 4	No. 5
Unemployment	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Low/Moderate Income	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Elderly	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Youth	<u> </u>	<u> </u>	<u> X </u>	<u> </u>	<u> </u>
Entire Community	<u> X </u>	<u> X </u>	<u> X </u>	<u> X </u>	<u> X </u>
Other	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

If other, please explain: _____

V. Job Retention:

Project No.	No. 1	No. 2	No. 3	No. 4	No. 5
1-5 jobs	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
6-10 jobs	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
11-20 jobs	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
More than 20 jobs	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

VI. Job Creation:

Project No.	No. 1	No. 2	No. 3	No. 4	No. 5
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1-5 jobs	_____	<u> X </u>	_____	<u> X </u>	<u> X </u>
6-10 jobs	_____	_____	_____	_____	_____
11-20 jobs	_____	_____	_____	_____	_____
21-49 jobs	_____	_____	_____	_____	_____
More than 50 jobs	_____	_____	_____	_____	_____

VII. Project Readiness (planned start date):

Project No.	No. 1	No. 2	No. 3	No. 4	No. 5
Within 1 year	<u> X </u>	_____	_____	<u> X </u>	_____
Within 2 years	_____	<u> X </u>	<u> X </u>	_____	_____
Within 3 years	_____	_____	_____	_____	<u> X </u>

VIII. Anticipated Financing Sources (check all that apply)

Project No.	No. 1	No. 2	No. 3	No. 4	No. 5
Economic Development Administration (EDA)	<u> X </u>	_____	<u> X </u>	<u> X </u>	<u> X </u>
Essential Function Bonds	_____	_____	_____	_____	_____
General Obligation Infrastructure Bonds	_____	<u> X </u>	_____	_____	_____
Revenue Bonds	_____	_____	_____	_____	_____
MN Housing Finance Agency	_____	_____	<u> X </u>	<u> X </u>	_____
Housing	_____	_____	<u> X </u>	<u> X </u>	_____
Pollution Control Agency	_____	_____	_____	_____	_____
State Public Facilities Authority	_____	_____	_____	_____	_____

Tax Increment Financing

USDA/Rural Development

None Considered

Other

If other, please explain: _____

2. MnDOT

5. MnDOT, DEED

IX. Community Tools

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

1) Name: Kirsten Faurie, Community Development Director

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

Relationship to City: City employee

2) Name: Glenn Anderson, City Administrator / Public Utilities General Manger

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

Relationship to City: City / Utility employee

3) Name: Jim Hartshorn, Economic Development Director

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

Relationship to City: Kanabec County employee

Industrial Parks

Name of industrial park and location:

Mora Industrial Park 2nd Addition

East of State Highway 65 and north of State Highway 23

Size of industrial park: *77.9 acres*

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

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

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

Roads:	<i>X</i>	Water:	<i>X</i>	Sewer:	<i>X</i>
Storm Sewer:	<i>X</i>	Telecom:	<i>X</i>	Other:	<i>Natural Gas</i>

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

Yes: *X* No:

Please explain: *The city has a pending expansion project which would make five additional lots – totaling 22.38 acres – available for development. The lots were platted as part of Mora Industrial Park 2nd Addition and the expansion project will include extension of street and utility infrastructure. Funding for this project is not currently available; however, the city is actively seeking grant opportunities.*

Total daily water capacity: <i>700,000 gal.</i>	Available daily water capacity: <i>330,000 gal.</i>
Total daily sewer capacity: <i>800,000 gal.</i>	Available daily sewer capacity: <i>450,000 gal.</i>

Loan Funds

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

RED Loan Fund:

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

Funds available to lend? <i>\$100,995.10</i>	Average loan size? <i>\$20,000</i>
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MIC Loan Fund:

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

Funds available to lend? <i>\$80,449.93</i>	Average loan size? <i>NA</i>
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X. Other Information Requested:

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

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

Adequate housing	__1__
Inadequate Infrastructure	__3__
Inadequately trained labor force	__5__
Inadequacy of broadband internet	__4__
Lack of agency staff	_____
Lack of capital	_____
Lack of equity funding resources	_____
Lack of development plan	_____
Lack of labor force	__2__
Lack of sites for development	_____
Lack of transportation	_____
Other	_____

If other, please explain: _____

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

☒ Yes

☐ No

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

☐ Yes

☒ No

XII. Overall, what has been the general impact COVID / Labor Shortage on your business community?

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

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

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

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

Some businesses are required to implement a change of hours and/or a change in product offerings due to the lack of available labor. There has been an increase in staff burnout due to the labor shortage which results in more resignations, feeding the burnout and adding to the area mental health crisis.

Thank you for taking the time to complete this survey.

Local Lodging Taxes in Minnesota

August 2019

Overview

Lodging taxes are imposed on short-term lodging by a number of local governments in Minnesota, mainly by cities and towns. All cities and towns, and counties on behalf of unorganized townships, may impose up to a 3 percent tax by statute, if 95 percent of the revenue raised is used for tourism promotion. Lodging taxes imposed at a higher rate or for other purposes are generally imposed under special law, although a few enacted before 1972 were imposed by city charter. The first part of this publication explains the current general lodging tax law and discusses variations in the lodging tax under city charter or special legislation. This is followed by three appendices:

- [Appendix A – Statutory history of the general lodging tax provisions](#)
- [Appendix B – List of lodging taxes currently imposed under general law](#)
- [Appendix C – Chart of cities imposes lodging taxes under charters or special law](#)

Statutory Authority for Lodging Taxes

Cities, towns, and counties may impose the tax

Most local lodging taxes are imposed under the general authority contained in [Minnesota Statutes, section 469.190](#). Under this statute a city can impose the tax by ordinance, and a town can impose the tax by a vote of the electors at a general or special town meeting. A county may impose the tax in its unorganized territories, but to do so the board must pass a resolution to that effect, put a public notice in the newspaper, and hold a public hearing prior to passing a final resolution imposing the tax. If 5 percent of the voters in the unorganized territories petition for a vote within 30 days of the final resolution, the tax may not be imposed until approved by the voters in the unorganized territories at a general or special election.

Lodging taxes are generally administered locally

Most local governments collect their lodging tax locally but jurisdictions may negotiate with the Department of Revenue to have them collect the lodging tax. The department is allowed to retain from the collected revenues an amount to cover the costs of collection. Currently the state only collects lodging tax for the cities of Minneapolis, St. Paul, Rochester, and Biwabik.

Definition of lodging subject to the tax varies

A local lodging tax imposed under the general law applies to rentals of 30 days or less for lodging at a “hotel, motel, rooming house, tourist court, or resort.” A city may also choose to impose its lodging tax on camping receipts at a municipal campground, but not at private campgrounds.

Any local lodging tax collected by the state is required by law to use the statutory definition of “lodging” in the state sales tax statute as the tax base¹. This differs slightly from the definition in the general lodging tax statute, because it explicitly includes ancillary charges including charges by accommodation intermediaries (online travel companies). The definition of lodging for lodging taxes imposed under some of the special laws may also differ.²

Use of lodging tax revenues

The local government may use 5 percent of the proceeds for administration costs but the remaining 95 percent of the revenues from a tax imposed under the general authority must be used to fund a local convention or visitor’s bureau for tourism and convention center promotion. This required use does not apply to lodging taxes enacted prior to 1972 or to taxes authorized by a special law.

The allowed use of revenues from lodging taxes imposed under special laws is contained in each special law.

A special statutory provision³ also allows cities of the first class to divert lodging tax revenues from a tax authorized by special law if the revenues raised exceed the amount needed for the original purpose authorized in the special law. The excess revenues may be used to fund construction or renovation of a large sports facility, convention center, or civic center.

Lodging Taxes Authorized by Charter or Special Legislation

Taxes imposed under city charter authority

Prior to 1972 the state did not prohibit local governments from imposing local sales taxes on either general sales or sales of specific items, including lodging. Home rule charter cities could enact local lodging taxes if allowed under the charter. Bloomington, Duluth, and St. Paul all passed 3 percent transient lodging taxes under city charter amendments in 1970. Rochester adopted a 3 percent local lodging tax under a charter amendment in 1971. Brooklyn Center also adopted a 3 percent lodging tax under its charter although the date of adoption is currently unknown.

Taxes imposed under special legislation

Other jurisdictions that wanted to impose a local lodging tax could go to the legislature for special legislation to impose a tax. Minneapolis was allowed to impose a 3 percent tax on admissions, transient lodging, and sales at restaurants and bars with live entertainment in 1969.

In 1971 the state enacted a general prohibition against new or increased local sales and income taxes. The law states that “No county, city, town, or other taxing authority shall increase a present tax or

¹ The requirement that these taxes must use the state definition of lodging is in [Minn. Stat. § 270C.171](#). The sales tax definition of lodging is found in [Minn. Stat. § 297A.61](#), subdivision 3, paragraph (g), clause (2).

² Some special laws lodging taxes include charges by online travel companies in the tax base and may treat other related services such as phone charges and room service differently.

³ [Minn. Stat. § 297A.9905](#).

impose a new tax on sales or income.”⁴ However, notwithstanding the statutory prohibition, cities continued to seek special legislation to impose local sales taxes. Between 1972 and 1983 only two new lodging taxes were authorized under special law: a 3 percent tax in the city of St. Cloud (1979) and a Minneapolis tax (1979) in the downtown area to fund the Metrodome.

In 1983 the state enacted the general local lodging tax authority but a number of jurisdictions continued to seek special legislation for lodging taxes. There are three main reasons that special legislation is sought: (1) to increase a lodging tax above the statutory three percent maximum rate; (2) to modify the geographic area in which a lodging tax applies; and/or (3) to allow the revenue from the tax to be used for a purpose other than funding a tourism or convention bureau. A complete chart of all the lodging taxes imposed under charter or special law is contained in Appendix C.

⁴ [Minn. Stat. § 477A.016](#).

Appendix A – Statutory history

Prior to 1972 – No statutory provision allowing or prohibiting local governments from imposing local lodging taxes.

1971 – New or increased local taxes on sales or income are prohibited. ([Extra Session Laws 1971, ch.31](#), art. XXI, §1, subd. 18, originally codified as [Minn. Stat. § 477A.01](#), subd. 18, and recodified in [Laws 1981, 1st spec. sess. ch. 1](#), art. 6, § 5 as [Minn. Stat. § 477A.013](#).)

1983 – Cities may impose a local lodging tax of up to 3 percent on transient lodging of 30 days or less. A city that imposed a lodging tax by a special law or charter provision is prohibited from using the statutory authority to increase the combined lodging tax rate to more than 3 percent. ([Laws 1983, ch. 342](#), art. 13, § 1, adding [Minn. Stat. § 477A.018](#).)

1985 – The law was amended to (1) allow towns and counties in unorganized territories in the county, and any combination of cities, towns, and counties acting under a joint powers agreement, to also impose a local lodging tax of up to 3 percent on transient lodging; and (2) allow cities to extend the lodging tax to camping site receipts in a municipal campground. ([Laws 1985, 1st spec. sess., ch. 14](#), art. 2, § 15, amending [Minn. Stat. § 477A.018](#), subd. 1, and adding subds. 4-6.)

1987 – Local lodging tax law is recodified and moved from the local government aid chapter to a new economic development chapter of statute. A provision allowing cities to enter into an agreement with the commissioner of revenue to have the state collect the lodging tax on the city's behalf is added. ([Laws 1987, ch. 291](#), §§ 191 and 244, adding [Minn. Stat. § 469.190](#), and repealing [Minn. Stat. § 477A.018](#).)

1989 – Towns are allowed to approve imposition of the lodging tax at a special town meeting as well as the regular town meeting. ([Laws 1989, ch. 277](#), art. 1, § 30, amending [Minn. Stat. 469.190](#), subd. 1.) The maximum allowed lodging tax rate from the combination of general authority and special law or charter is increased from 3 to 6 percent with only 95 percent of the revenue from the first 3 percent dedicated to tourism. ([Laws 1989, 1st spec. sess. ch. 1](#), art. 8, §§ 1-3, amending [Minn. Stat. § 469.190](#), subd. 1-3.)

1990 – The allowed maximum rate of 6 percent for the lodging tax is repealed and the maximum of 3 percent is reinstated. ([Laws 1990, ch. 604](#), art 6, §§ 6-8, amending [Minn. Stat. § 469.190](#), subds. 1-3.)

2010 – A new provision requires that any special local taxes, such as lodging taxes, that are collected by the state on behalf of a local government must use the definition of terms included in [chapter 297A](#), the state sales tax law. The definition of lodging for state sales tax purposes is broader than the definition in the general lodging tax statute. ([Laws 2010, ch. 389](#), art. 4, § 14, adding [Minn. Stat. § 270C.171](#).)

2012 – All cities of the first class are granted additional flexibility in the use of revenue derived from any local sales tax, including lodging taxes. A city may divert any revenue not needed to fund the projects listed in the authorizing law for the local tax to fund construction, expansion, or renovation projects for a sports facility or convention center, if the project cost is at least \$40 million. ([Laws 2012, ch. 299](#), art. 5, sec. 6, adding [Minn. Stat. § 297A.9905](#).)

Appendix B – Lodging taxes imposed under Minn. Stat. § 469.190

Self-reported list of jurisdictions and joint powers groups imposing a lodging tax under the general statute. This list may be incomplete since there is no requirement that imposition of the tax be reported to the state.

Jurisdiction	Rate	Jurisdiction	Rate	Jurisdiction	Rate
Aitkin	3%	Ham Lake	3%	Orr	3%
Albert Lea	3	Harmony	3	Ortonville	3
Alexandria	3	Hastings	3	Osakis	3
Anoka	3	Hill City	3	Ottertail	3
Apple Valley	3	Hinckley	3	Owatonna	3
Appleton	3	Historic Bluff Country-Fillmore County	3	Park Rapids	3
Austin	3	Hutchinson	3	Perham	3
Baudette/ Lake Of The Woods	3	Ideal Twnshp/Whitefish Comms: Cross Lk, Peq Lks, Pine Rvr	1	Pipestone	3
Baxter	3	International Falls	3	Preston	3
Bemidji	3	Inver Grove Hgts	2	Proctor	3
Benson	3	Iron Range Communities/Eveleth/Giants Ridge	3*	Red Wing	3
Blaine	3	Jackson	3	Redwood Falls	3
Blue Earth	3	Lake Benton	3	Richfield	3
Brainerd	3	Lake City	3	Roseau	3
Brooklyn Center*	3*	Lakeville	3	Roseville	3
Brooklyn Park	3	Lanesboro w/ Carlton & Holt	3	Shakopee	3
Burnsville	3	Little Falls	3	Shoreview	3
Cloquet	3	Lk Vermilion Resort Assn	3	Sleepy Eye	3
Cook Cnty Event & Visitors Bureau	1	Lutsen-Tofte-Schroeder & vicinity	3	St. Cloud*	1*
Coon Rapids	3	Luverne	3	St. Louis Park	3
Crane Lk & Kabetogama	3	Madelia	1.5	St. Peter	3
Crookston	3	Mankato	3	St. James	1
Detroit Lakes	3	Maple Grove	3	St. Louis Park & Golden Valley	3

Jurisdiction	Rate	Jurisdiction	Rate	Jurisdiction	Rate
Duluth*	3*	Marshall	3	Stillwater/Oakdale	3
Eagan	3	McGregor	3	Thief River Falls	3
East Grand Forks	3	Milaca	3	Wabasha	3
Edge of the Wilderness Rsrts	3	Mille Lacs Area Tourism Council	3	Waconia	3
Edina	3	Minnesota Northwoods/Cass Lake vicinity	3	Wadena	3
Ely	3	Montevideo	3	Waite Park	3
Fairmont	3	Moorhead	3	Warroad	3
Faribault	3	Morris	3	Waseca	3
Fergus Falls	3	Morton	3	Willmar	3
Fridley	3	Moundsview	3	Windom	3
Grand Marais	3	New Ulm	3	Winona*	3*
Grand Rapids	3	North Mankato	3	Worthington	3
Granite Falls	3	Northfield	3		
Gunflint Trail	3	Olivia	2		

Source: Explore Minnesota Tourism

* Jurisdiction imposes additional lodging tax(es) under special law or charter - **See Appendix C**

Appendix C – Cities imposing lodging taxes under charter or special law

Taxing Jurisdiction	Description and Purpose	Authorizing Legislation and Later Amendments
Minneapolis	<p>3.0% on all lodging in the city. It was imposed as part of a general entertainment tax. Revenues may be used for any city purpose.</p> <p>Temporary tax no longer in effect—imposed at 3.0% rate from 1979-1984. The law allowed the city to enter into an agreement with the Metropolitan Sports Facility Commission to impose a temporary tax in the downtown area if necessary to fund debt payments on the Metrodome. For purposes of this tax, the city defined the downtown taxing area as the entire city. The 1994 law extended the tax to allow it to be used to finance a basketball and hockey arena (i.e., Target Center) and the Minneapolis Park and Recreation Board for youth sports; but it was never imposed.</p> <p>Although a 2012 law abolished the Metropolitan Sports Facility Commission this tax authority has never been repealed.</p> <p>An additional 3.0% rate on lodging facilities with more than 50 rooms. Originally the city could only use revenues for city convention center improvement, operations, and promotion. The 2001 law expanded the allowed uses of the tax to fund neighborhood and downtown capital improvements, including sports arenas. The 2012 law expanded the authorized use of the revenue to include funding the renovation, expansion, construction of the basketball arena and other capital projects in the city, and forbade the expiration of the tax prior to January 1, 2047.</p> <p>Originally this law capped the total <u>state and local</u> sales and lodging taxes applied to city lodging to a maximum of 12%. This cap caused the rate imposed under this law to fall as new county sales taxes were imposed. In 2018 the cap had reduced the imposed rate to 2.125%. The 2019 law changed the cap to 6.5% and made it apply only to city-imposed taxes—allowing the full rate of 3.0% to be imposed, beginning October 1, 2019.</p>	<p>Laws 1969, ch. 1092</p> <p>Laws 1979, ch. 203, § 11, as amended by Laws 1994, ch. 648, art. 1, § 11, and codified in Minn. Stat. § 473.592</p> <p>Laws 1986, ch. 396, § 5, as amended by Laws 2001, 1st spec. sess., ch. 5, art. 12, § 87, Laws 2012, ch. 299, art. 3, § 3, and Laws 2019, 1st. spec. sess., ch. 6, art. 6, § 5</p>
Bloomington	<p>3.0% on all lodging in the city. The city may use the tax revenues for general fund purposes and advertising and promotion of business and industry. The allowed uses were expanded in the 2008 law.</p>	<p>Approved by ordinance under the city charter in 1970</p>

Taxing Jurisdiction	Description and Purpose	Authorizing Legislation and Later Amendments
Bloomington (cont.)	<p>An additional 2.0% on all lodging in the city. The city may use the improvements around the former Metropolitan Stadium site, south of the airport. The law allowed an additional tax rate of up to 5.0% but only 2.0% was imposed. The use was expanded in the 2008 law.</p> <p>An additional 2.0% on all lodging in the city. The city must give these tax revenues to the Bloomington Convention Bureau for tourism promotion. The original law allowed a rate of only 1.0% and required revenues to be used for the metropolitan sports area. The 1991 law changed the revenue dedication, and the 2002 law increased the rate to 2.0%. The allowed uses were expanded in the 2008 law.</p> <p>Not imposed—up to an additional 1.0% tax on lodging in tax increment finance (TIF) districts No. 1-C and 1-G. The city could use the revenue to fund Mall of America Phase II improvements.</p> <p>The law also allows the city to use a portion of revenue from all the other lodging taxes for the Phase II improvements if (1) they are derived from new lodging facilities in those TIF districts, and (2) the revenues are not contractually pledged to another purpose.</p>	<p>Laws 1986, ch. 391, § 4 as amended by Laws 2008, ch. 366, art. 5, § 28</p> <p>Laws 1990, ch. 604, art. 6, § 9, amended by Laws 1991, ch. 291, art. 8, § 25, and Laws 2002, ch. 377, art. 3, § 20</p> <p>Laws 2008, ch. 366, art. 5, § 28</p>
Duluth	<p>1.0% on lodging facilities with more than 30 rooms. The tax revenues must be used to fund maintenance of the Duluth Arena-Auditorium. This is in addition to the 3.0% tax imposed under general law on all lodging in the city.</p> <p>An additional 1.5% lodging facilities with more than 30 rooms. The original law allowed a 1.0% tax with revenues used to subsidize the Duluth Arena-Auditorium (now the Duluth Entertainment and Convention Center) and the Spirit Mountain Recreation Area. The law also allowed the city to limit application of the tax to facilities with a certain number of rooms. Subsequent laws increased the tax rate to 1.5 % with the extra 0.5% dedicated to pay for specific recreational projects. The most recent law dedicates revenues from that 0.5% to fund \$18 million in tourism and recreation capital improvements in West Duluth.</p>	<p>Approved by ordinance under the city charter in 1970</p> <p>Laws 1980, ch. 511, § 2; as amended by Laws 1998, ch. 389, art. 8, § 26, Laws 2003, 1st spec. sess., ch. 21, art. 8, § 12; Laws 2014, ch. 308, art. 3, § 22, and Laws 2017, 1st spec. sess., ch. 1, art. 5, § 22</p>
Rochester	<p>3.0% on all lodging in the city. The city must deposit revenues from this tax in the general fund or use them for tourism promotion.</p> <p>An additional 1.0% on all lodging in the city. The city must use these revenues to fund a local tourism bureau.</p> <p>An additional 3.0% tax on lodging in the city. The original law allowed the city to impose an extra 1.0% tax and the 2010 adding bonding authority to fund renovation and expansion of the Mayo Civic Center but the city never imposed the tax. The 2013 law</p>	<p>Approved by ordinance under the city charter in 1970</p> <p>Laws 2002, ch. 377, art. 3, § 25</p> <p>Laws 2009, ch. 88, art. 4, § 19, as amended by Laws 2010, ch. 389, art.</p>

Taxing Jurisdiction	Description and Purpose	Authorizing Legislation and Later Amendments
Rochester (cont.)	amended this provision to allow an extra tax of 3.0% rate with the revenue used to fund up to \$50 million in bonds for the Mayo Civic Center complex and related facilities. This was imposed January 1, 2014.	5, § 3, as amended by Laws 2013, ch. 143 , art. 8, § 46
St. Paul	<p>3.0% on all lodging in the city. Originally the revenues went to the city general fund but the 1982 law that superseded the original ordinance required at least 25.0% of the revenue be used for debt service on bonds for civic center parking improvements.</p> <p>An additional 4.0% rate on lodging facilities with more than 50 rooms. The city must use these revenues for tourism promotion. The tax was originally authorized at a rate of 2.0% but was increased to 3.0% in 1991 and to 4.0% in 2019. The 2011 law updated the definition of “lodging” to match the definition in the 1982 law.</p>	<p>Approved by ordinance under the city charter in 1970, superseded by Laws 1982, ch. 523, art. 25, § 1</p> <p>Laws 1986, ch. 462, § 31, amended by Laws 1991, ch. 291, art. 8, § 24, Laws 2011, ch. 112, art. 4, § 31, and Laws 2019, 1st spec. sess. ch. 6, art. 6, § 6</p>
Brooklyn Center	3.0% tax on all lodging in the city. The revenues from this tax go to the general fund and may be used for any city purpose.	Approved by ordinance under city charter – date unknown
St. Cloud	<p>3.0% on all lodging in the city. The law did not specify a use so the revenues may be used for any city purpose.</p> <p>An additional 1.0% on all lodging in the city. The city must use revenues from this tax to promote, operate, and maintain the convention center and related facilities.</p>	<p>Laws 1979, ch. 197</p> <p>Laws 1986, ch. 379, § 2</p>
Towns of Tofte, Lutsen, and Schroeder	2.0% on all lodging in the three towns. Tax revenues must be used for construction, debt service, and maintenance of public recreational facilities located in the towns. The tax is administered by Cook County but was approved by residents of the townships.	Laws 1987, ch. 168 , § 2
Winona	1.0% on all lodging in the city. Originally the city was required to use 50% of proceeds to pay debt on the Julius C. Wilke Steamboat Center with the remainder used for tourism and convention promotion. When the center was paid off, the city was to either reduce the tax to 0.5% or dedicate all proceeds to tourism and convention promotion. The 1995 law eliminated the reduction of the tax rate and allowed the city to use money revenues previously used for the Steamboat Center to also fund improvements to the levee and adjacent areas, Prairie Island shoreline, and the city marina.	Laws 1991, ch. 291 , art. 8, § 28, amended by Laws 1995, ch. 264 , art. 3, § 38
Roseville	Not imposed—2.0% tax on lodging in the city. The law required the city to hold a referendum prior to imposing the tax but the referendum failed so the tax was never imposed. The rink that was to be funded with this tax was later built with state funds.	Laws 1992, ch. 511 , art. 8, § 27

Taxing Jurisdiction	Description and Purpose	Authorizing Legislation and Later Amendments
Two Harbors	1.0% on all lodging in the city. The city must use the revenues to preserve and display the tugboat Edna G. The total combined lodging tax imposed under this law and general law was limited to 3.0%. The 2019 law changed the limit on the total lodging tax imposed on lodging by the city under this and other laws to 5%—including the 4% tax imposed by Lake County under its 2019 special law. (see Lake County)	Laws 1994, ch. 587 , art. 9, § 11, as amended by Laws 2019, 1st spec. sess. ch 6 , art. 6, § 7
Central Cities (St. Cloud, Sartell, Sauk Rapids, St. Joseph, and Waite Park)	Not imposed—0.5% tax on lodging in each city. If imposed the revenue from this tax was to fund costs related to the central Minnesota Events Center including operating costs for the first five years. Because a complementary general sales tax to fund the same project was not approved by local voters, no city imposed the lodging tax.	Laws 1998, ch. 389 , art. 8, § 44
Newport	1.0 % rate on lodging facilities in the city with more than 25 rooms. Revenue from this tax is dedicated to economic development purposes. The total combined lodging tax imposed under this law and Minn. Stat. § 469.190 may not exceed 4.0%.	Laws 2003, ch. 127 , art. 1, § 33
Itasca County	Expansion of territory in which county tax is imposed. Itasca County is allowed to impose a lodging tax in all organized and unorganized townships, instead of just unorganized areas. Any township lodging taxes imposed at the time the countywide tax was imposed expired. All the other provisions of the general law lodging tax apply.	Laws 2003, 1st spec. sess., ch. 21 , art. 8, § 18
Hubbard County	Expansion of territory in which county tax is imposed. Hubbard County is allowed to impose a lodging tax in all organized and unorganized townships, instead of just unorganized areas. Any township lodging taxes imposed at the time the countywide tax was imposed expired. All the other provisions of the general law lodging tax apply.	Laws 2005 1st spec. sess., ch. 3 , art. 5, § 40
Proctor	Diversion of general law tax revenues. Proctor may redirect up to 10% of the revenue from the existing local lodging tax imposed in the city under Minn. Stat. § 469.190 to preservation of a city-owned historic locomotive and airplane.	Laws 2005, 1st spec. sess., ch. 3 , art. 5, § 41
Giant’s Ridge Recreation Area (Biwabik)	2.0% on lodging in the Giant’s Ridge Recreation Area only. Revenues from this tax must be used to fund construction, maintenance, and improvement of public recreational facilities within the Giant’s Ridge Recreation Area located in the city of Biwabik. The allowed tax rate was up to 5.0% but it was only imposed at a 2.0% rate. The Biwabik city council and the Iron Range Resource and Rehabilitation Board (IRRRB) both had to approve imposing the tax, and the revenues are administered by the IRRRB.	Laws 2010, ch. 389 , art. 5, § 7

Taxing Jurisdiction	Description and Purpose	Authorizing Legislation and Later Amendments
Marshall	1.5% on all lodging in the city. The city had to get voter approval within two years of the legislation in order to impose this tax. This was extended to three years in 2011 to allow the vote to occur with a vote on imposing a general local sales tax to fund the same projects. Revenues from the tax must be used to pay costs related to the Minnesota Emergency Response and Industry Training (MERIT) Center and the Southwest Minnesota Regional Amateur Sports Center.	Laws 2010, ch. 389 , art. 5, § 6, as amended by Laws 2011, 1st spec. sess., ch. 7 , art. 4, § 9
Sleepy Eye	2.0% on all lodging in the city. This tax is in addition to the 3.0% allowed under general law. The revenue from the additional 2.0% must be used for the same purposes (tourism and convention center promotion) as the revenue from the tax imposed under the general law.	Laws 2017, 1st spec. sess., ch. 1 , art. 5, § 23
La Crescent	2.0% on all lodging in the city. This tax is in addition to the 3.0% allowed under general law. The revenue from the additional 2.0% must be used for the same purposes (tourism and convention center promotion) as the revenue from the tax imposed under the general law.	Laws 2019, 1st spec. sess., ch. 6 , art. 6, § 21
Lake County	4.0% on all lodging in the county. The revenues must fund the Lake County Events and Visitor's Bureau, with 75% of the revenue used to market the county and 25% used to promote community events and festivals in the county. Prohibits any city or town in the county that did not already impose a lodging tax under general law from imposing a new tax under the general law while the county tax is in effect.	Laws 2019, 1st spec. sess., ch. 6 , art. 6, § 22
Plymouth	Up to 3.0% on all lodging in the city. The city is allowed to impose this tax for up to ten years in addition to a lodging tax under general law. One-third of the revenue from this tax must be used for the same purpose as revenues under general law while the remaining revenues may be used for capital improvements to recreational facilities as well as marketing and promotion.	Laws 2019, 1st spec. sess. ch. 6 , art. 6, § 25



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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

March 31, 2023
[unaudited]

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MORA ECONOMIC DEVELOPMENT AUTHORITY

Fund Budgetary Performance

For the Quarter Ended March 31, 2023

	2023 YTD Budget	2023 YTD Actual	2023 YTD Balance	2023 % YTD Budget
EDA FUND				
Revenues	40,030.00	6,668.70	33,361.30	16.66%
Expenditures	69,729.00	9,986.62	59,742.38	14.32%
Surplus/(Deficit)		(3,317.92)		
RED LOAN FUND				
Revenues	50.00	2.95	47.05	5.90%
Expenditures	-	-	-	-
Surplus/(Deficit)		2.95		
COVID-19 EMERGENCY ASSISTANCE FUND				
Revenues	-	-	-	-
Expenditures	-	-	-	-
Surplus/(Deficit)		-		
MIC LOAN FUND				
Revenues	50.00	0.31	49.69	0.62%
Expenditures	-	-	-	-
Surplus/(Deficit)		0.31		
SCDP 2015-2017 FUND				
Revenues	-	-	-	-
Expenditures	-	-	-	-
Surplus/(Deficit)		-		
SCDP 2020-2022 FUND				
Revenues	-	14,999.31	(14,999.31)	-
Expenditures	-	14,741.43	(14,741.43)	-
Surplus/(Deficit)		257.88		
TOTAL ALL FUNDS				
Revenues	40,130.00	21,671.27	18,458.73	54.00%
Expenditures	69,729.00	24,728.05	45,000.95	35.46%
Surplus/(Deficit)		(3,056.78)		



CITY OF MORA
BALANCE SHEET
Current Period: March 2023

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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 227 ECONOMIC DEVELOPMENT FUND				
Bal Type A				
G 227-11011 Cash NNB Checking	\$52,036.05	\$6,666.68	\$10,163.86	\$48,538.87
G 227-11018 Cash FCB HI-FI	\$31,555.15	\$2.02	\$0.00	\$31,557.17
G 227-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
G 227-11551 Prepaid Ins	\$0.00	\$193.35	\$16.11	\$177.24
Bal Type A	\$83,591.20	\$6,862.05	\$10,179.97	\$80,273.28
Bal Type E				
G 227-24204 Fund Bal-Undes/Net Asset (en	-\$83,301.92	\$9,986.62	\$6,668.70	-\$79,984.00
Bal Type E	-\$83,301.92	\$9,986.62	\$6,668.70	-\$79,984.00
Bal Type L				
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
Bal Type L	-\$289.28	\$0.00	\$0.00	-\$289.28
Fund 227 ECONOMIC DEVELOPMENT FUND	\$0.00	\$16,848.67	\$16,848.67	\$0.00



CITY OF MORA
BALANCE SHEET
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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 230 RED LOAN FUND				
Bal Type A				
G 230-11011 Cash NNB Checking	\$54,887.18	\$11,563.74	\$11,563.74	\$54,887.18
G 230-11018 Cash FCB HI-FI	\$46,016.66	\$2.95	\$0.00	\$46,019.61
G 230-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type A	\$100,903.84	\$11,566.69	\$11,563.74	\$100,906.79
Bal Type E				
G 230-24204 Fund Bal-Undes/Net Asset (en	-\$100,903.84	\$0.00	\$2.95	-\$100,906.79
Bal Type E	-\$100,903.84	\$0.00	\$2.95	-\$100,906.79
Bal Type L				
G 230-20815 Due to Minnesota Dept of DE	\$0.00	\$11,563.74	\$11,563.74	\$0.00
G 230-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type L	\$0.00	\$11,563.74	\$11,563.74	\$0.00
Fund 230 RED LOAN FUND	\$0.00	\$23,130.43	\$23,130.43	\$0.00



CITY OF MORA
BALANCE SHEET
Current Period: March 2023

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Year End

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



CITY OF MORA
BALANCE SHEET
Current Period: March 2023

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Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 232 MIC LOAN FUND				
Bal Type A				
G 232-11011 Cash NNB Checking	\$76,000.00	\$0.00	\$0.00	\$76,000.00
G 232-11018 Cash FCB HI-FI	\$4,780.85	\$0.31	\$0.00	\$4,781.16
Bal Type A	\$80,780.85	\$0.31	\$0.00	\$80,781.16
Bal Type E				
G 232-24204 Fund Bal-Undes/Net Asset (en	-\$80,780.85	\$0.00	\$0.31	-\$80,781.16
Bal Type E	-\$80,780.85	\$0.00	\$0.31	-\$80,781.16
Fund 232 MIC LOAN FUND	\$0.00	\$0.31	\$0.31	\$0.00



CITY OF MORA
BALANCE SHEET
Current Period: March 2023

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Year End

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



CITY OF MORA
BALANCE SHEET
Current Period: March 2023

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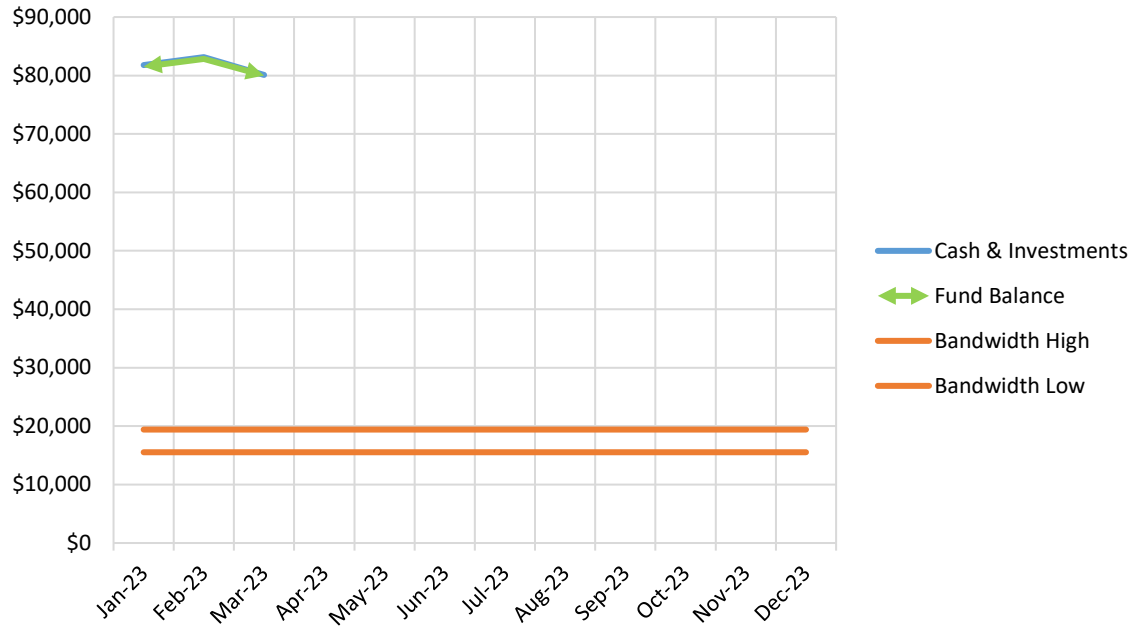
Year End

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
Fund 271 SMALL CITIES DEVELOP 2020-2022				
Bal Type				
G 271-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type	\$0.00	\$0.00	\$0.00	\$0.00
Bal Type A				
G 271-11011 Cash NNB Checking	-\$257.88	\$14,999.31	\$14,741.43	\$0.00
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	-\$257.88	\$14,999.31	\$14,741.43	\$0.00
Bal Type E				
G 271-24204 Fund Bal-Undes/Net Asset (en	\$257.88	\$14,741.43	\$14,999.31	\$0.00
Bal Type E	\$257.88	\$14,741.43	\$14,999.31	\$0.00
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	\$29,740.74	\$29,740.74	\$0.00



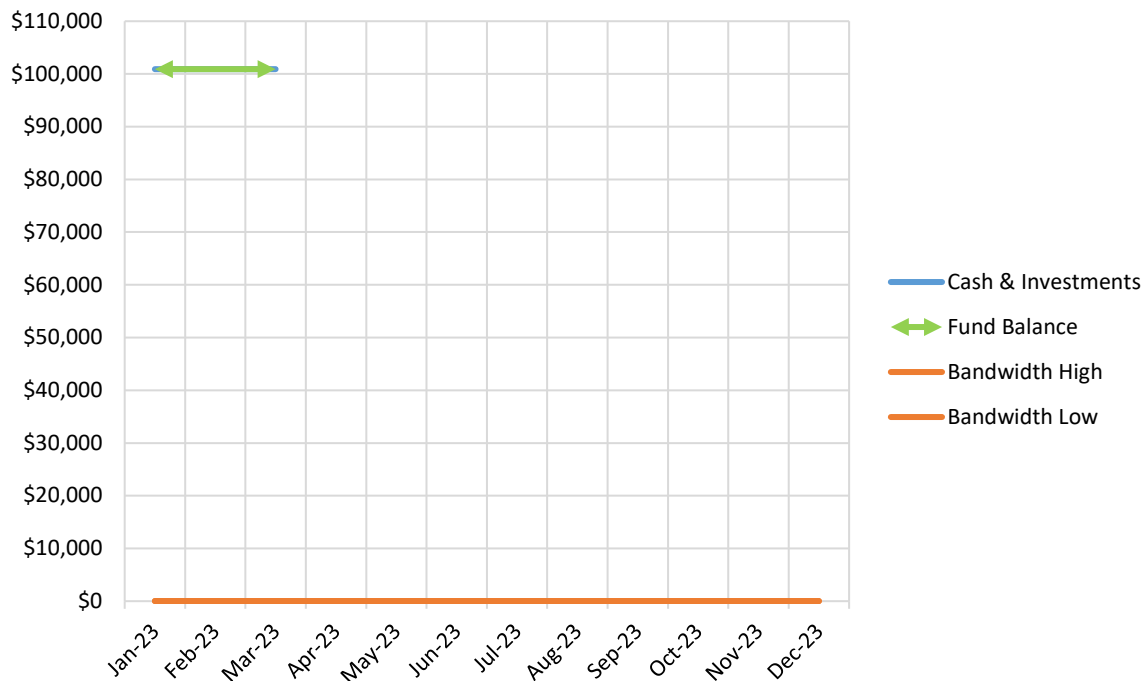
EDA FUND - 2023

Cash & Investments/Fund Balance



RED LOAN FUND - 2023

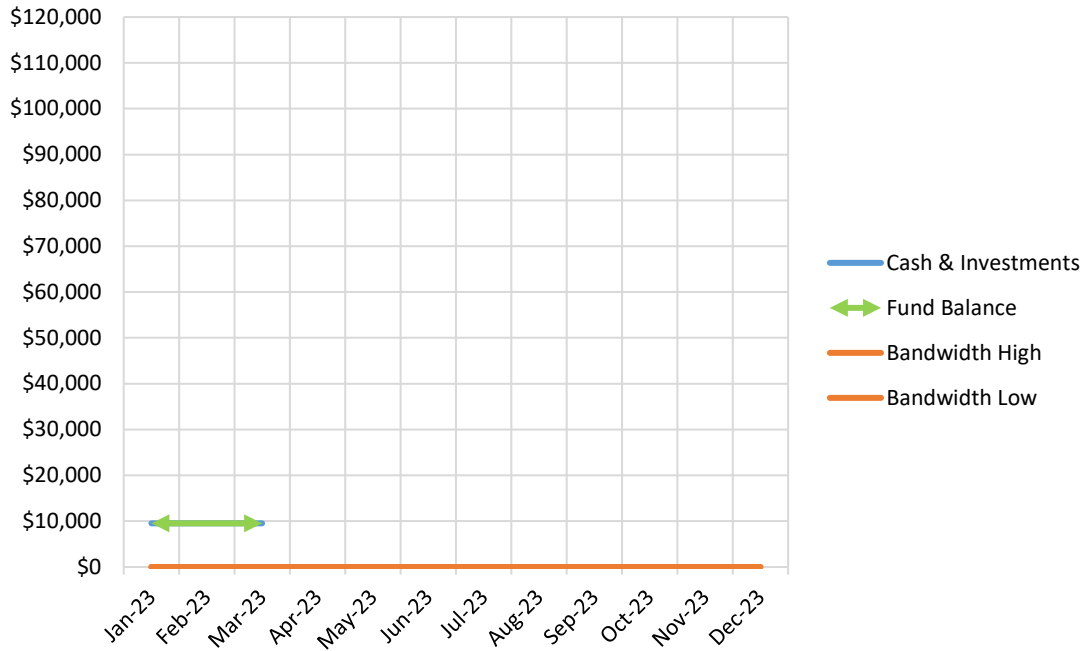
Cash & Investments/Fund Balance





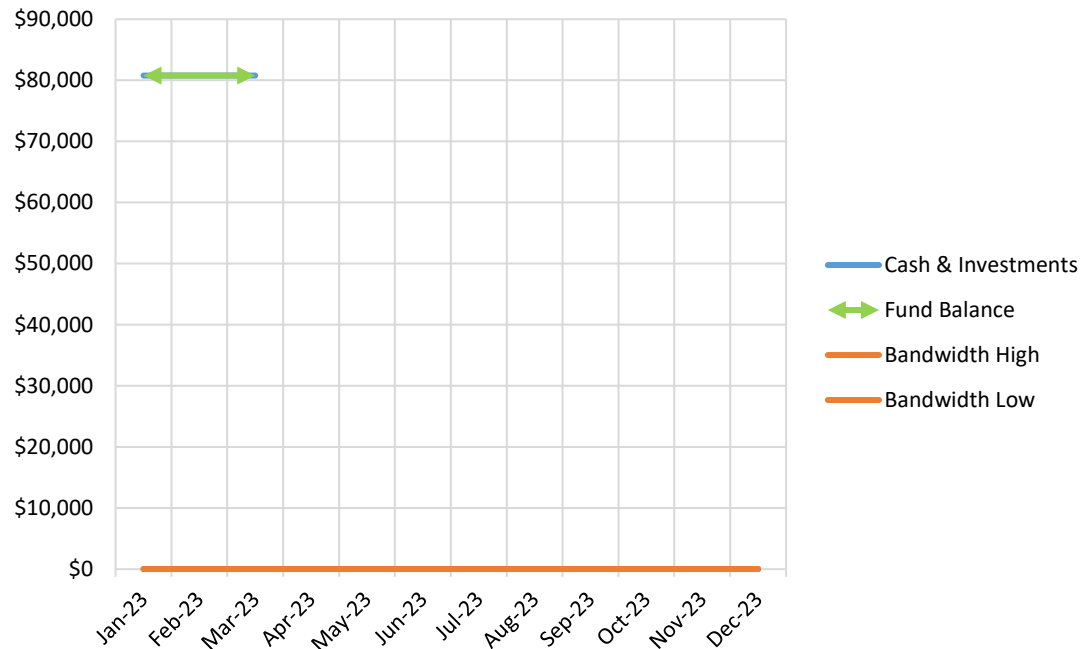
COVID-19 EMERGENCY ASSISTANCE FUND - 2023

Cash & Investments/Fund Balance



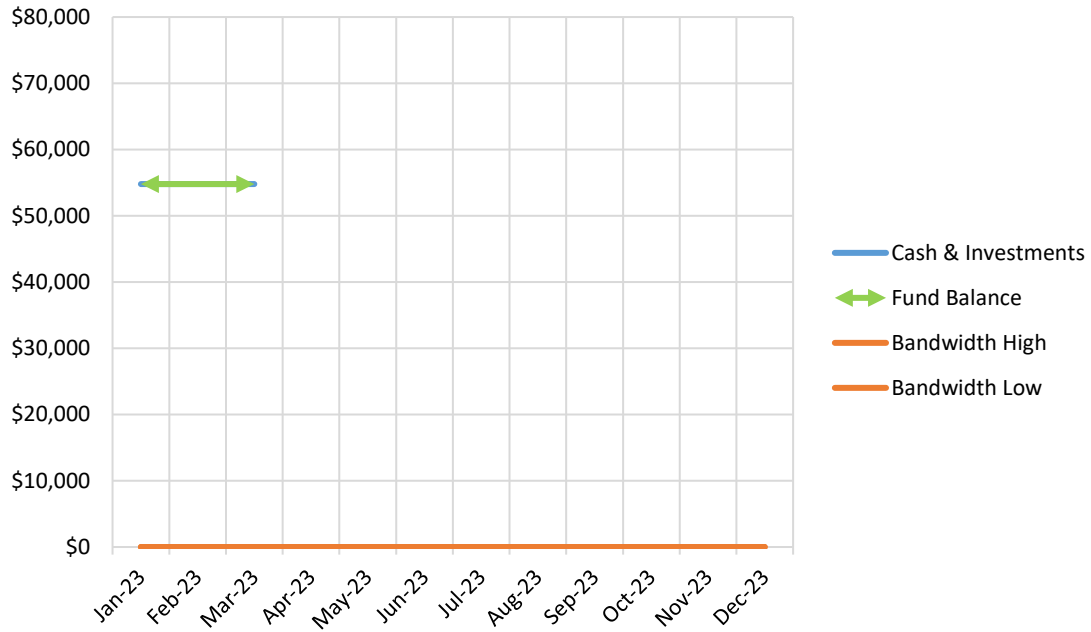
MIC LOAN FUND - 2023

Cash & Investments/Fund Balance

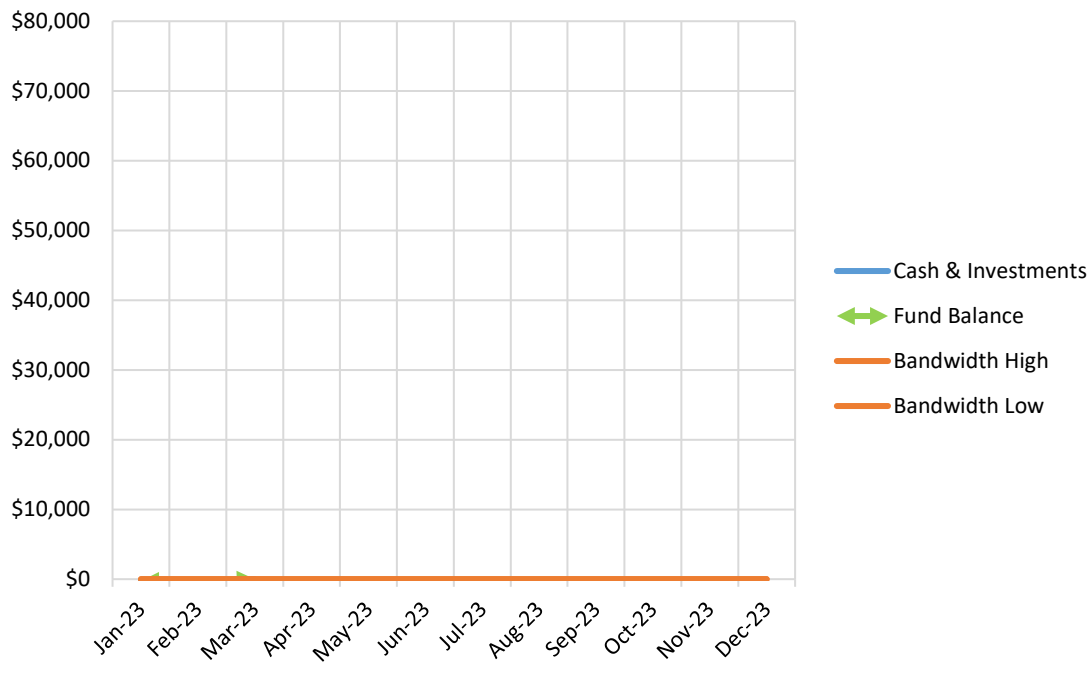




2015-2017 SCDP FUND - 2023 Cash & Investments/Fund Balance



2020-2022 SCDP FUND - 2023 Cash & Investments/Fund Balance





CITY OF MORA
Revenue Guideline For EDA
Current Period: March 2023

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Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % 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	\$30.00	\$2.02	\$27.98	93.27%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Dividends	\$0.00	\$0.00	\$0.00	0.00%	
Rent	\$0.00	\$0.00	\$0.00	0.00%	
Contributions & Donations	\$40,000.00	\$6,666.68	\$33,333.32	83.33%	
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%	
Dept 47610 ECONOMIC DEVE	\$40,030.00	\$6,668.70	\$33,361.30		
Fund 227 ECONOMIC DEVELOPM	\$40,030.00	\$6,668.70	\$33,361.30		
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	\$50.00	\$2.95	\$47.05	94.10%	
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	\$50.00	\$2.95	\$47.05		
Fund 230 RED LOAN FUND	\$50.00	\$2.95	\$47.05		
Fund 231 COVID-19 EMERGENCY ASSISTANCE					
Dept 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%	
Dept 47822 COVID-19 EMERG	\$0.00	\$0.00	\$0.00		
Fund 231 COVID-19 EMERGENCY	\$0.00	\$0.00	\$0.00		
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	\$0.31	\$49.69	99.38%	
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%	
Dept 47825 MIC LOAN PROGR	\$50.00	\$0.31	\$49.69		
Fund 232 MIC LOAN FUND	\$50.00	\$0.31	\$49.69		
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	\$0.00	\$0.00	0.00%	
Dept 46323 SCDP REHABILITA	\$0.00	\$0.00	\$0.00		
Fund 270 SMALL CITIES DEVELO	\$0.00	\$0.00	\$0.00		
Fund 271 SMALL CITIES DEVELOP 2020-2022					



CITY OF MORA
Revenue Guideline For EDA
Current Period: March 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Dept 46323 SCDP REHABILITATION PROJECTS					
SCDP Grant Proceeds	\$0.00	\$14,999.31	-\$14,999.31	0.00%	
SCDP Program Income	\$0.00	\$0.00	\$0.00	0.00%	
Dept 46323 SCDP REHABILITA	\$0.00	\$14,999.31	-\$14,999.31		
Fund 271 SMALL CITIES DEVELO	\$0.00	\$14,999.31	-\$14,999.31		
	\$40,130.00	\$21,671.27	\$18,458.73		



CITY OF MORA

Expenditure Guideline For EDA

Current Period: March 2023

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Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Fund 227 ECONOMIC DEVELOPMENT FUND					
Dept 47610 ECONOMIC DEVELOPMENT					
Wages & Salaries	\$16,454.00	\$3,471.36	\$12,982.64	78.90%	
PERA	\$1,168.00	\$260.40	\$907.60	77.71%	
FICA	\$1,020.00	\$209.82	\$810.18	79.43%	
Medicare	\$239.00	\$49.08	\$189.92	79.46%	
VEBA or H.S.A.	\$240.00	\$60.00	\$180.00	75.00%	
Health Insurance	\$3,360.00	\$824.52	\$2,535.48	75.46%	
Life Insurance	\$28.00	\$8.31	\$19.69	70.32%	
Dental Insurance	\$21.00	\$6.39	\$14.61	69.57%	
Office Supplies	\$50.00	\$29.88	\$20.12	40.24%	
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	\$1,875.90	\$124.10	6.21%	
Professional Services - Misc	\$25,000.00	\$0.00	\$25,000.00	100.00%	
Telephone	\$100.00	\$24.69	\$75.31	75.31%	
Postage	\$20.00	\$0.00	\$20.00	100.00%	
Meetings, Training, & Travel	\$1,500.00	\$40.00	\$1,460.00	97.33%	
Advertising	\$500.00	\$0.00	\$500.00	100.00%	
Contributions	\$3,000.00	\$2,250.00	\$750.00	25.00%	
Insurance	\$130.00	\$9.33	\$120.67	92.82%	
Workers Comp Insurance	\$167.00	\$6.78	\$160.22	95.94%	
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	\$0.00	\$12,500.00	100.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
Trf to General Fund	\$1,207.00	\$0.00	\$1,207.00	100.00%	
Trf to Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
Dept 47610 ECONOMIC DEVE	\$69,729.00	\$9,986.62	\$59,742.38	85.68%	
Fund 227 ECONOMIC DEVELOPM	\$69,729.00	\$9,986.62	\$59,742.38	85.68%	
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	\$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%	
Dept 47822 COVID-19 EMERG	\$0.00	\$0.00	\$0.00	0.00%	
Fund 231 COVID-19 EMERGENCY	\$0.00	\$0.00	\$0.00	0.00%	



CITY OF MORA

Expenditure Guideline For EDA

Current Period: March 2023

04/13/23 2:42 PM

Page 2

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % 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	\$0.00	\$0.00	\$0.00	0.00%	
Contract Services	\$0.00	\$0.00	\$0.00	0.00%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Dept 46323 SCDP REHABILITA	\$0.00	\$0.00	\$0.00	0.00%	
Fund 270 SMALL CITIES DEVELO	\$0.00	\$0.00	\$0.00	0.00%	
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	\$0.00	\$0.00	\$0.00	0.00%	
Contract Services	\$0.00	\$14,741.43	-\$14,741.43	0.00%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Dept 46323 SCDP REHABILITA	\$0.00	\$14,741.43	-\$14,741.43	0.00%	
Fund 271 SMALL CITIES DEVELO	\$0.00	\$14,741.43	-\$14,741.43	0.00%	
	\$69,729.00	\$24,728.05	\$45,000.95	64.54%	



MORA ECONOMIC DEVELOPMENT AUTHORITY

Notes to the Financial Statements

For the Quarter Ended March 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.

Nothing to report at this time.

Mora SCDP Grant Q1-2023 Update

Updated Grant goals:

- 10 Owner-Occupied
- 4 Single-Family Rental
- 4 (units) Multi-Family Rental

Owner-Occupied (7)

- Five completed projects
- One ready for construction
- One being bid
- *Nine application inquiries since marketing flyers (4/6/23)*
- *Seven previous application inquiries*
- *Closed applications:*
 - *Seven not in target areas*
 - *One over income limits*
 - *One ineligible home (mobile)*
 - *One asked to be removed from the program*

Single-Family Rental (3)

- One completed project
- One ready for construction
- One in the application phase
- *One previous application inquiry*
- *Closed applications:*
 - *Two over fair market rents*
 - *One asked to be removed from the program*

Multi-Family Rental (4 units)

- One project (4-unit) being bid
- *Closed application:*
 - *One over fair market rents*



MEMORANDUM

Date May 2, 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 owed the city payment of \$2,816.96 for each missing job for a total of **\$22,535.68**. Those funds were received by the city April 6.

Nick Mitchell/Mora Marine: Nick Mitchell had initially inquired on purchasing land in the Industrial Park but withdrew his request on March 31. He indicated he was no longer pursuing purchase of the Mora Marine business after having a discussion with his bank.

Business Retention & Expansion

I recently went with Jim Hartshorn, Kanabec County EDA, on a pair of Business Retention and Expansion visits. Our discussions with the local business owners indicated the major issues for their employees are finding housing, childcare and transportation. I've started conversations with Karen Onan, the ECRDC's Regional Transportation Coordinating Council representative, to see if we can find new ways to help this business and employees with transportation.

GPS 45:93

GPS 45:93 Economic Development Partnership promotes the East Central region as a great place to live, work and recreate. Kirsten attended their "Discover East Central Minnesota" event April 10 at Sunken Ship Brewing in Princeton. The event provided information about workforce/labor trends, education and training trends, and tourism partnerships. The event also providing networking opportunities economic development professionals and commercial realtors.

Childcare

Staff continues to have conversations with community partners regarding building childcare capacity. One potentially new provider is pursuing education from Pine Tech before getting her license; she may be needing to find property to build her child care business.

Housing Development

Jim Hartshorn and myself have taken groups of developers on tours of the city, focusing on prime locations for future housing development. There are some very promising conversations happening from multiple

Memorandum

developers looking to build a wide range of housing types including senior housing, single-family homes, duplexes, fourplexes and apartment buildings.

Transportation Grant Awarded

The City received a letter informing them our MnDOT Transportation Alternatives grant was awarded for the Wood Street Pedestrian Trail Extension. This means the city will receive \$393,600 in federal funds to support the extension of the city bike trail along Wood Street between the Library Park and 7th St. Expansion of the trail system coincides with Project 2 on the CEDS Survey.

Highway 23/65 Corridor Open House

After several reschedulings, the Minnesota Department of Transportation held an open house on March 30 regarding the Hwy 65/23 Corridor. Feedback and comments regarding Hwy 65/23 can be provided at <https://talk.dot.state.mn.us/>

City EDA Remote Attendance

During the last meeting some EDA members inquired about remote attendance options. Please see the attached responses from the attorney and MN State Statutes 13D.02

Kirsten Faurie

From: Joel Jamnik <JJamnik@ck-law.com>
Sent: Friday, March 17, 2023 2:46 PM
To: Kirsten Faurie
Cc: Leah Koch
Subject: RE: Questions/Clarifications from the Mora EDA

Kirsten,

Please see my comments below in **red font**.

You can share them with the EDA, Council or public as you see fit. I hope the responses are helpful. If you need additional information, please let us know.

Joel

Joel J. Jamnik
Attorney
CAMPBELL KNUTSON, P.A.
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, MN 55121
☎ (651) 234-6219 • Cell: (651) 470-0756
✉ jjamnik@ck-law.com • www.ck-law.com



CAMPBELL KNUTSON
PROFESSIONAL • ASSOCIATION

From: Kirsten Faurie <k.faurie@cityofmora.com>
Sent: Friday, March 17, 2023 1:54 PM
To: Joel Jamnik <JJamnik@ck-law.com>
Subject: Questions/Clarifications from the Mora EDA

Good afternoon Joel,

During our EDA meeting today, our members raised some concerns/questions regarding the sale of the Industrial Park Land to Nick Mitchell for Mora Marine, a boat repair/storage/retail sales business. If you could please provide your comments on the following:

1. What guidance is there regarding board member participation in EDA meetings remotely via phone or video call? **As members of a public body subject to the Open Meeting Law, an EDA member can participate remotely under either of two primary statutes, § 13D.02 and §13D.021. Subsection .021 is generally limited to situation where the in person meeting is “not practical or prudent because of a health pandemic or an emergency” but Subsection .02 is able to be used generally, if certain conditions are met. Here is a link to the statute: <https://www.revisor.mn.gov/statutes/cite/13D.02>**

Among the requirements that must be met is that the absent official, the in attendance officials, and the public all must be able to be seen as well as heard, all votes are done by roll call, and each location of all the officials is open and accessible to the public. That means no audio-only connections from a private cabin, home or other location. There is a limited exception to these limitations for military members and those with family or personal health issues for up to 3 meetings per year. Note also that in all cases the meeting notice has to divulge who is meeting remotely and from where.

2. The City's Zoning ordinances do not include boat sales as a permitted or conditional use in either the I-1 or I-2 districts. An existing business in the I-2 district, Northstar Pontoons, included a pontoon showroom in its building design and offers direct sales to customers. How do you see this precedence set by Northstar Pontoons factoring in to the city's decision whether or not to permit boat sales by Mora Marine in the I-2 district? If the city desired to allow this use, would some other action be advised, such as amending the city ordinances to include boat sales as an permitted, conditional or accessory use? The City Code authorizes the Planning Commission and City Council to make some determinations on an application by application basis for specific uses that are not listed that are similar in impacts and characteristics to uses that are listed, but it is always preferable to amend the City Code where possible to expressly provide for the use for precisely the reason you identify. By authorizing a showroom for one property in a district, it is unclear for future property owners, city officials, and members of the public whether the authorization will be extended to other applicants in the future or not. Consequently, either as part of the application or following an approval, it would be recommended to amend the Code for greater clarity and transparency regarding what is authorized and under what conditions.
3. City Ordinance 150.002 offers this definition for Accessory Use:
" **ACCESSORY USE OR STRUCTURE.** A use or structure subordinate to and serving the principal use or structure on the same lot and customarily incidental thereto." In the context of boat sales being subordinate to the principal use of repair/storage, how would such a thing be quantified/measured? In non-legal terms, the question whether a use is principal or accessory boils down to a dog-tail metaphor: in planning terms that often translates to square footage, trip generation, employee or product analyses, and other measures that attempt to distinguish the principal use or activity to the ancillary use or activity. In the present case, how many boats or watercraft there will be in each category would be relevant to that determination.
4. Regarding setting terms of a purchase agreement, the EDA was exploring encouraging or requiring the addition of a security system as part of the site improvements. What would be your recommendation regarding including a security system in the terms? I can understand the interest or concern regarding security, and that is certainly a topic that could be justified in the transaction, but I can't say it has been a commonly sought provision in transactions I've been involved with over the years. One of the problems with the concept is defining or specifying what type or level of security should be encouraged or required, and how that would be monitored or enforced going forward. Historically, and at least until the electronics and computer age, security was often provided by some type of fencing and perhaps a dog. While current systems are undoubtedly more sophisticated, they also range widely in scale, cost and effectiveness, and that breadth probably explains why I don't often see that provision being included in land transactions.
5. The City of Mora Business Subsidy Policy, **Section 17 Industrial Park Land Sales Program Guidelines** states:
(C) Program Criteria
(1) All businesses locating in the industrial park must meet the following criteria:
(a) Developer must construct a building covering a minimum of five and three-quarters percent (5.75%) of the lot.
In what sense are these policies a rule or a guideline? and how would the EDA deviate from them if it desired?

Given that the criteria are included in a document that is designated as a "policy" or "guideline" there remains some flexibility to depart from the criteria when those departures from the norm are identified and openly and transparently waived or deviated from based on identified and specified rationale. Often times our policies and guidelines will expressly specify that the parameters established may be deviated from in certain circumstances. Probably the most notable example of this would be the variance provisions specified in state land use laws and city zoning codes. Another example is the state business subsidy law, which requires

governments that grant business subsidies to adopt a set of criteria, including job creation and wage goals, but also states that “a grantor may deviate from its criteria by documenting in writing the reason for the deviation and attaching a copy of the document to its next annual report to the department.” See M. S. § 116J.994, Subd 2.

If the City is to find a deviation from the goal is warranted, I recommend following that same statutory direction of specifying the reasons why the deviation is warranted, including what additional or unanticipated benefits might flow from the proposal that provide and offset for coming up short on the other goals, and being open and transparent about the entire process.

Kirsten Faurie
Community Development Director
City of Mora | 101 Lake Street South | Mora, MN 55051-1588
Direct – 320.225.4807 | City Hall – 320.679.1511



www.ci.mora.mn.us

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13D.02 OTHER ENTITY MEETINGS BY INTERACTIVE TECHNOLOGY.

Subdivision 1. **Conditions.** (a) A meeting governed by section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive technology so long as:

(1) all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;

(2) members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;

(3) at least one member of the body is physically present at the regular meeting location;

(4) all votes are conducted by roll call so each member's vote on each issue can be identified and recorded; and

(5) each location at which a member of the body is present is open and accessible to the public.

(b) A meeting satisfies the requirements of paragraph (a), although a member of the public body participates from a location that is not open or accessible to the public, if the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public, and:

(1) the member is serving in the military and is at a required drill, deployed, or on active duty; or

(2) the member has been advised by a health care professional against being in a public place for personal or family medical reasons. This clause only applies when a state of emergency has been declared under section 12.31, and expires 60 days after the removal of the state of emergency.

Subd. 1a. **Meeting exception.** This section applies to meetings of entities described in section 13D.01, subdivision 1, except meetings of:

(1) a state agency, board, commission, or department, and a statewide public pension plan defined in section 356A.01, subdivision 24; and

(2) a committee, subcommittee, board, department, or commission of an entity listed in clause (1).

Subd. 2. **Members are present for quorum; participation.** Each member of a body participating in a meeting by interactive technology is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

Subd. 3. **Monitoring from remote site.** If interactive technology is used to conduct a meeting, to the extent practical, a public body shall allow a person to monitor the meeting electronically from a remote location.

Subd. 4. **Notice of regular and all member locations.** If interactive technology is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location and notice of any location where a member of the public body will be participating in the meeting by interactive technology, except for the locations of members participating pursuant to subdivision 1, paragraph (b). The timing and method of providing notice must be as described in section 13D.04.

Subd. 5. MS 2020 [Repealed by amendment, 2021 c 14 s 5]

Subd. 6. **Record.** The minutes for a meeting conducted under this section must reflect the names of any members appearing by interactive technology and state the reason or reasons for the appearance by interactive technology.

History: 1957 c 773 s 1; 1967 c 462 s 1; 1973 c 123 art 5 s 7; 1973 c 654 s 15; 1973 c 680 s 1,3; 1975 c 271 s 6; 1981 c 174 s 1; 1983 c 137 s 1; 1983 c 274 s 18; 1984 c 462 s 27; 1987 c 313 s 1; 1990 c 550 s 2,3; 1991 c 292 art 8 s 12; 1991 c 319 s 22; 1994 c 618 art 1 s 39; 1997 c 154 s 2; 1Sp2011 c 11 art 2 s 1; 2019 c 33 s 1-3; 2020 c 74 art 1 s 1; 2021 c 14 s 5

MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

January 11, 2023 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

18 North Vine Street, Mora, MN 55051

and Online/Teleconference via Webex

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

Staff Present: Jim Hartshorn, Kelsey Schiferli

Others Present: Carl Newbanks, Director of Development for the Initiative Foundation

Chairperson Lonnie Ness called the meeting to order at 3:30pm.

Action #1 – It was moved by Lisa Holcomb, seconded by Alison Holland and carried unanimously to approve the agenda with the following additions: Item #7d, Paid Bills Discussion, Item #7e, Tax Rebate Discussion.

The group welcomed new EDA Member, County Commissioner Peter Ripka.

Action #2 – It was moved by Lisa Holcomb, seconded by Alison Holland and carried unanimously to elect Lonnie Ness as the Chairperson of the EDA for 2023.

Action #3 – It was moved by Jerry Tvedt, seconded by Lonnie Ness and carried unanimously to elect Lisa Holcomb as the Vice-Chairperson of the EDA for 2023.

Action #4 – It was moved by Wayne Davis, seconded by Lonnie Ness and carried unanimously to elect Jerry Tvedt as the Treasurer of the EDA for 2023.

Action #5 – It was moved by Alison Holland, seconded by Lisa Holcomb and carried unanimously to elect Kathi Ellis as the Secretary of the EDA for 2023.

Action #6 – It was moved by Ivan Black, seconded by Lisa Holcomb and carried unanimously to appoint Jim Hartshorn as the Executive Director of the EDA for 2023.

Action #7 – It was moved by Lisa Holcomb, seconded by Kathi Ellis 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 #8 – It was moved by Lisa Holcomb, seconded by Kirsten Faurie and carried unanimously to accept First Citizens Bank, the official depository of Kanabec County as the official depository of the Kanabec County EDA.

Action #9 – It was moved by Alison Holland, seconded by Lisa Holcomb and carried unanimously to designate the 2023 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.

Lisa Holcomb led a discussion regarding meeting dates and the process of approving invoices.

Action #10 – It was moved by Lisa Holcomb, seconded by Alison Holland and carried unanimously to set the 2023 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.

Action #11 – It was moved by Kathi Ellis, seconded by Ivan Black and carried unanimously to approve the December 21, 2022 minutes as presented.

Carl Newbanks, Director of Development for the Initiative Foundation gave a presentation regarding the resources and supports in Kanabec County and Central MN provided by the Foundation's community and economic development services. Information only, no action was taken.

The group reviewed the fund balance report, and expressed consensus to accept it.

Action #12 – It was moved by Kathi Ellis, seconded by Jerry Tvedt and carried unanimously to approve payment of the following invoices:

<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
Initiative Foundation	2023 Allocation	1,550.00
MCIT	2023 PC & WC Insurance Renewal	3,901.00
2 Claims Totaling:		<u>\$5,451.00</u>

The group reviewed the revenue /expenditure report ending December 31, 2022, and expressed consensus to accept it.

The group held a discussion regarding the process of the approval of EDA invoices.

Action #13 – It was moved by Lisa Holcomb, seconded by Jerry Tvedt and carried unanimously to authorize EDA Director Jim Hartshorn to submit budgeted invoices directly to the County Board for approval, and to present a list of paid invoices to the EDA.

EDA Director Jim Hartshorn led a discussion regarding mileage reimbursement for the use of his personal vehicle for business purposes since the Enterprise vehicle has not yet been delivered. The EDA expressed consensus to authorize mileage reimbursement to be paid from the vehicle lease budget until the leased vehicle is delivered.

Lisa Holcomb led a discussion regarding the Northland Process Piping Tax Abatement Agreement.

Action #14 – It was moved by Lisa Holcomb, seconded by Kathi Ellis and carried unanimously to send a letter to Northland Process Piping as notification of the default status of their Tax Abatement Agreement with Kanabec County. The letter will include detailed requirements which must be met within 30 days in order to cure this default.

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.

Other discussion – Jim Hartshorn will send the current EDA budget and bylaws to all EDA members. Jim Hartshorn will be meeting with the County Board on January 17th to give an update regarding the EDA. Lonnie Ness led a discussion regarding County Employees driving to work during inclement weather. Information only, no action was taken.

Upcoming Meetings & Events –

- a. Childcare Capacity Meeting – January 12, 2023
- b. ECHO Meeting – January 25, 2023
- c. EDAM Conference – January 26-27, 2023
- d. GPS:45:93 Meeting – February 3, 2023, 11am
- e. Next Regular EDA Meeting – March 8, 2023, 3:30pm
- f. Vasaloppet – February 11-12, 2023

Action #15 – It was moved by Alison Holland, seconded by Kirsten Faurie and carried unanimously to adjourn the meeting at 4:46pm.

The Kanabec County EDA will meet again on Wednesday, March 8, 2023 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

MEETING MINUTES

Kanabec County Economic Development Authority (EDA)

March 8, 2023 - 3:30pm

Kanabec County Courthouse, Meeting Room #3

317 Maple Ave E, Mora, MN 55051

and Online/Teleconference via Webex

UNAPPROVED MINUTES

Members Present: Lonnie Ness, Alison Holland, Wayne Davis, Lisa Holcomb, Kathi Ellis (WebEx)

Members Absent: Peter Ripka, Jerry Tvedt, Kirsten Faurie, Ivan Black

Staff Present: Jim Hartshorn, Kelsey Schiferli

Others Present: Commissioner Tom Roeschlein, Frank Westling with Northland Process Piping

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

Action #1 – It was moved by Alison Holland, seconded by Lisa Holcomb and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Lisa Holcomb, seconded by Wayne Davis and carried unanimously to approve the January 11, 2023 minutes as presented.

3:34pm – Kathi Ellis joined the meeting via WebEx.

Jim Hartshorn presented the financial reports ending February 28, 2023. The group expressed consensus to accept the financial reports as presented.

Jim Hartshorn led a discussion regarding the tax abatement and job creation for Northland Process Piping, Inc. The company is now in compliance with the agreement for tax abatement.

Frank Westling from Northland Process Piping gave an update regarding business operations and recruiting efforts. Information only, no action was taken.

Lonnie Ness gave an update regarding Township Board Meetings. Jim Hartshorn and Lonnie Ness have been attending town board meetings to introduce themselves and share information about the benefits the EDA can provide to township residents and businesses.

Jim Hartshorn led a discussion regarding the use of tax abatement and or tax increment financing (TIF). Discussion was held regarding consulting the Auditor/Treasurer before moving forward with TIF, as it would create additional work for her office. Discussion was also held regarding the exclusion of single family residential projects in the current tax abatement policy. The group expressed consensus to review the tax abatement policy and discuss potential revisions at the next EDA meeting.

Jim Hartshorn gave a verbal report regarding the five strategic plan items and related project updates as outlined in the meeting packet.

Upcoming Meetings & Events:

- a. Childcare Capacity Meeting – March 16, 2023 – Family Services Building (on hold)
- b. MAPCED Meeting – march 17, 2023 – Dakota County HRA Center in Eagan
- c. TH 65 Corridor Coalition Meeting – March 23, 2023 @ 6:30pm – Isanti Gov Center
- d. GPS:45:93 Meeting – March 24, 2023 – Pine Tech
- e. Brunswick Township Meeting – March 13,m 2023 at 6:00pm
- f. Hillman Township Annual Meeting – March 14, 2023 at 7:00pm
- g. Highway 23 Coalition Annual Meeting – April 14, 2023 – Freddie's
- h. SBDC Brainstorming Visits – April 21, 2023 – Various locations within the County
- i. Next Regular EDA Meeting – May 10, 2023 at 3:30pm – At the new Mora High School

Action #3 – It was moved by Alison Holland, seconded by Wayne Davis and carried unanimously to adjourn the meeting at 5:03pm.

The Kanabec County EDA will meet again on Wednesday, May 10, 2023 at 3:30pm at the new Mora High School.

Respectfully submitted,
Kelsey Schiferli
Kanabec County Coordinator's Assistant

April 11, 2023

Mr. Glenn Anderson
City Administrator
City of Mora
101 Lake Street South
Mora, MN 55051

Dear Mr. Anderson:

Congratulations, we are pleased to inform you that your Transportation Alternatives (TA) program application for the Wood Street Pedestrian Trail Extension project was selected for funding by the Central Minnesota Area Transportation Partnership (ATP) on April 6, 2023.

The ATP approved award of your project for funding acting on the recommendation of its Area Transportation Improvement Program Committee that met on March 15, 2023, and its TA Committee that met on March 7, 2023. The TA Committee's recommendation was based on a technical evaluation and scoring of all applications received and consideration of applicable regional significance and funding.

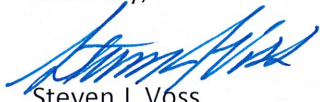
A total of \$7.1 million in federal TA funds was made available to the central Minnesota region for this year's solicitation. Your project was awarded \$393,600 in federal funds for fiscal year 2026, which is from July 1, 2025, to June 30, 2026. Please note that federal funding for your project is capped and that you will be responsible for the local matching funds and any additional costs that may be necessary to complete the project as proposed in your application.

Please note before starting work on your project, the project must first be programmed into the State Transportation Improvement Program (STIP), and you must secure federal authorization. Do not expend any funds or proceed with any phase of your project that you wish to be reimbursed for until you have been notified the project is authorized and an executed agreement is in place between the project sponsor and the Minnesota Department of Transportation (MnDOT).

The MnDOT State Aid Office can assist you with specific guidance on managing your TA project and negotiating the federal process for reimbursement. Locally, you can contact District 3 State Aid Engineer, Angie Tomovic, at 218/232-8981 or andjela.tomovic@state.mn.us for assistance.

Again, congratulations on a successful application. If you would like to receive a copy of the summary of the TA Committee's review of your application, please contact Mary Nieken at mary.nieken@state.mn.us.

Sincerely,



Steven J. Voss
District Planning Director

cc: Angie Tomovic, MnDOT District 3, 3725-12th Street North, St. Cloud, MN 56303
Jeff Lenz, MnDOT District 3, 7694 Industrial Park Road, Baxter, MN 56425
Chad Gramentz, Kanabec County Highway Dept., 903 Forest Avenue East, Mora, MN 55051
Penny Simonsen, East Central Reg. Development Commission, 100 Park St. S., Mora, MN 55051