



City of Mora
Kanabec County, Minnesota
Meeting Agenda
City Council

Mora City Hall
101 Lake St. S
Mora, MN 55051

Tuesday, November 21, 2023

6:30 PM

Mora City Hall

1. Call to Order/ Pledge of Allegiance

2. Roll Call

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

4. Consent Agenda *(Those items listed under Consent Agenda are considered to be routine by the City Council and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless a Council Member so requests, in which event, the item will be removed from the consent agenda and considered immediately after the adoption of the consent agenda.)*

- a. City Council Meeting Minutes – October 17, 2023
- b. Work Session Meeting Minutes – October 17, 2023
- c. Claims – October 2023
- d. League of MN Cities Insurance Trust – Liability Coverage Waiver
- e. Certification Unpaid Utilities – Resolution No. 2023-1121
- f. Offer of Employment – Mechanic Heavy Equipment Operator Connor Orsburne

5. Open Forum *(Individuals may address the council 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 City Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.)*

6. Special Business

- a. HRA Update

7. Public Hearings

- a. Assessment of Unpaid Fire Calls - Resolution No. 2023-1122
- b. Assessment of Unpaid City Charges - Resolution No. 2023-1123

8. New Business

- a. Annual Staffing Plan and Supporting Budgetary Data
- b. Airport Grant – Final Payment
- c. Conditional Use Permit Solar 711 Fair Oaks- Resolution No. 2023-1124
- d. Conditional Use Permit Recovering Hope Treatment Center- Resolution No. 2023-1125
- e. Tax Abatement – Northland Process Piping
- f. Tax Abatement – JCF Properties
- g. Fire Department Fire Truck Sale #6 Tender

9. Old Business

- a. Project Update SEH
- b. Payment Request #1 Bike Trail
- c. Payment Request #3 TH65 Turn Lane

10. Communications

- a. Quarterly Financial Statements
- b. KCSO Monthly Report- October
- c. Planning Commission Meeting Minutes
- d. Airport Board Meeting Minutes
- e. Park Board Meeting Minutes
- f. EDA Meeting Minutes

11. Reports

- a. Councilmember Anderson
- b. Councilmember Broekemeier
- c. Councilmember Shepard
- d. Councilmember Youngquist
- e. Mayor Mathison
- f. City Administrator

12. Closed Session

- a. The City Council will hold a closed meeting to evaluate allegations against City Administrator Glenn Anderson. The meeting will be closed pursuant to Minn. Stat. § 13D.05, subd. 2(b).

13. Adjournment

Pursuant to due call and notice thereof Mayor Jake Mathison called to order the regular meeting of the Mora City Council at 6:30 p.m. on Tuesday, October 17, 2023 in the City Hall Council Chambers.

1. **Call to Order/Pledge of Allegiance:** 6:30PM
2. **Roll Call:** Mayor Mathison, Councilmembers Jody Anderson, Kyle Shepard, and Dave Youngquist.
Absent: Sadie Broekemeier

Staff Present: Glenn Anderson City Administrator, Natasha Segelstrom Administrative Services Director, Joe Kohlgraf Public Works Director, Mandi Yoder Human Resources, Community Development Director Kirsten Faurie and Kelly Christianson Accountant.

3. **Adopt Agenda:** MOTION made by Shepard, seconded by Anderson, and unanimously carried to adopt the agenda with the addition of item 8c Mora Municipal Airport Grant – Triggering Event Master Plan and 8d Permit Fees Veteran Memorial American Legion Post #201.
4. **Consent Agenda:** MOTION made by Youngquist, seconded by Shepard, and unanimously carried to approve the consent agenda as presented.
 - a. Regular Meeting Minutes – September 19, 2023
 - b. Claims – September 2023
 - c. Special Event Permit – Dala Dazzle
 - d. Restricted Donations – Resolution No. 2023-1021
 - e. Offer of Employment – Jeffrey Quale Heavy Equipment Operator
 - f. Conditional Use Permit Solar – Resolution No. 2023-1022
 - g. Tobacco License – Family Dollar
 - h. 3.2 Off Sale License - Family Dollar
5. **Open Forum:** No one spoke at open forum.
6. **Special Business:**
 - a. Fire Relief Association Update – Jeremy Schultz and Brett Anderson provided an update on the Mora Fire Relief Association in response to their annual audit. He explained it was 220% funded and talks of increasing the amount of retirement dollar amount and that was the Relief Association Board decision. Chief Brett Anderson provided an update on the Fire Budget. He explained the expenses and revenues closely aligned with what had been budgeted without any concerns.
7. **Public Hearings:** There were no public hearings.
8. **New Business:**

- a. **Airport Taxilane Pay Request #1:** Kohlgraf presented the airport taxi lane pay request for work completed at the Mora Municipal Airport MOTION made by Shepard, seconded by Youngquist and unanimously carried to approve the Airport Taxilane Pay Request #1 for \$256,045.71 to Douglas Kerr Underground.
 - b. **VOTER Account Agreement Kanabec County Resolution No. 2023-1023:** Segelstrom presented for consideration a Voting Operations, Technology, & Election Resources (VOTER) Account Agreement between the City of Mora and Kanabec County. She further explained the allocated amount for the City of Mora was \$293.56 and was intended to assist with costs directly related to election administration such as equipment. Since Kanabec County pays for and maintains the equipment and software, staff recommendation was to enter the VOTER Account agreement with Kanabec County. MOTION made by Shepard, seconded by Youngquist, and carried to approve Resolution No. 2023-1023 Voting Operations, Technology, & Election Resources (VOTER) Account Agreement between the City of Mora and Kanabec County.
 - c. **Mora Municipal Airport Grant - Triggering Event Master Plan Resolution No. 2023-1024:** The Council approved the Mora Municipal Airport Project S.P. A3301-53; AIP21-23 Triggering Event Master Plan State Grant Project Resolution No. 2023-1024 Authorization to Execute Minnesota Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition.
 - d. **Permit Fees – Veteran Memorial American Legion Post #201:** Alan Skramstad and Denny Schultz, spoke to the City Council on behalf of American Legion Post #201 requesting reduced permit fees from the City of Mora for the construction of the Veterans Memorial. He provided details of the project and explained the projected fees from the City of Mora building official were estimated at \$10,000. Skramstad explained that the request was not intended to eliminate the fees, but to reduce the fees. If it were reduced by 50% it would be greatly appreciated. The City Council discussed the request to reduce permit fees and their support towards Veterans and whether a precedence would be set for any organization. It was determined the request was an exception and to honor the men and women who served our Country in the military and their sacrifices the reduced fee request would be approved. MOTION made by Anderson, seconded by Shepard, and unanimously carried to waive the remaining fees for \$6,995.31 to American Legion Post #201's fees for those who served our country, and the City would like to repay for their sacrifices.
- 9. Old Business:**
- a. **9th Street Turn Lane Update: Pay Request #2:** The City Council reviewed the Left Turn Lane on Highway 65 and the work completed to date. The pay request represented 45% of the work completed, material on hand and 5% retainage. MOTION made by Shepard, seconded by Youngquist, and unanimously carried to approve pay request #2 to ACM LLC. in the amount of \$88,993.15.

- b. Snake River Trail Connection Update and Project Updates:** Greg Anderson provided an update on the construction for the Snake River Bike Trail Connection and explained it commenced that week and the trail was compliant with grade standards for trails. The projected completion date is November 3, 2023. Rowland Road Utility Extension for Recovering Hope sanitary sewer and water main extensions were submitted for permit approval and the developer was working with the city on an agreement for utility work and proposed new housing.

- c. Dual Role Employee, MN Wage Theft, and FLSA:** Yoder provided the City Council with additional information in regard to dual role employees and impact under the Minnesota Wage Theft Law and the Fair Labor and Standards Act. Yoder explained that there had been past interest from employees with the City of Mora to become members of the Mora Area Fire Department (MAFD). After further research, this was permitted by law, however, the employee was subject to overtime at the rate of their full-time position. Upon further review and impact to the City budget and Fire budget, the added expense due to fire wages would be an added cost to the Townships served. Yoder further explained in 1997, the same information was brought forward to the council and overtime consideration under the FLSA applied. The Council recognized that overtime laws applied and appreciated those wanting to serve on the Fire Department but also acknowledged that City Budget could not afford the unknown expense. MAFD Jeremy Schultz suggested an adjustment to the hours worked to minimize overtime. Budget concerns and the possible impact were discussed along with alternative ways to adjust hours amongst non-exempt hourly employees. Yoder explained the City could be presented with possible discrimination by making an exception for the non-exempt hourly employees. MOTION made by Shepard, seconded by Youngquist and unanimous consensus to continue with the precedent of excluding non-exempt employees from a dual role as a firefighter unless the department can budget for and pay the overtime.

10. Communications:

The City Council reviewed the monthly communications.

- a.** KCSO Monthly Report – September
- b.** Planning Commission Meeting Minutes

11. Boards and Commission Reports

- a.** City Administrator: Brought forward the League of Minnesota Cities “Mayor for a day” essay contest. Recognized staff from Public Power Week and the Mora Public School’s rebate check from Southern Minnesota Municipal Power.
- b.** Councilmember Anderson: Brought forward the condition of the North parking lot apron at the Fire Hall and asked whether it was the City or Fire Department budget. Fire Hall Chili feed had a great turnout.
- c.** Councilmember Broekemeier: Absent

- d. Councilmember Shepard: Thanked the Fire Department for the Chili Feed and well received from the public and the American Legion and area Veteran's for their work on the memorial.
- e. Councilmember Youngquist: Nothing new to report.
- f. Mayor Mathison: Discussed recent meetings on Cannabis and questions brought forward from the committee and the expected changes that will come with the ordinance as more details are provided.

12. Adjournment: MOTION by Shepard, seconded by Anderson, and unanimously carried to adjourn the meeting at 7:37p.m.

Mayor

City Clerk

Pursuant to due call and notice thereof Mayor Jake Mathison called to order the work session of the Mora City Council at 5:15 p.m. on Tuesday, October 17, 2023 in the City Hall council chambers.

- 2. Roll Call:** Present: Mayor Mathison, Councilmembers Anderson, Shepard and Youngquist
Absent: Councilmember Broekemeier
Staff Present: City Administrator Glenn Anderson, Administrative Services Director Natasha Segelstrom, Public Works Director Joe Kohlgraf, Community Development Director Kirsten Faurie.

3. Special Business:

Minnesota Department of Transportation Corridor Study Update:

MnDOT Staff Tom Crookshank, Zach Whitely, Steve Voss and Jake Bongard of Bolton & Menk presented to the City Council and provided an update on the Highway 65 -23 Corridor Study and the construction planned for 2030. The study comprised of MnDOT in partnership with the City of Mora, Kanabec County and East Central Regional Development Commission to identify the needs of the Highway 65-23 Corridor. The study was described as a Generational Project that would impact the future of the corridor and looked at the long-term impact of the state highway through the city.

The study explained the guiding values to describe the vision and future for Hwy 65 and Hwy 23 which included: develop a safe and equitable multimodal transportation system, provide improvements that are compatible and sustainable with the environment and support local business community. The existing condition overview was reviewed and looked at existing traffic conditions and delays during normal conditions and summer peak conditions; freight traffic at the regional junctions of Hwy 23 between Central Minnesota and Ports of Duluth and Superior, Hwy 65 a major route from industrial centers in the Twin Cities to Central Minnesota and Hwy 65 and Hwy 23 in which 1,800 heavy trucks per day travel through Mora and 4/5 do not stop. The existing trail/sidewalk network and non-motorized travel was discussed along with the needed crossings and connections to ensure pedestrian and bicyclist safety. Access management and how vehicles access and exit the roadway, location, spacing, design and operation of driveways, street connection to roadways and median openings was discussed and its relationship to mobility, reducing delay, minimize crashes and reduce conflict points. A summary of the existing conditions engagement from citizen engagement which noted 2,150+ postcards mailed to residents and businesses, notification to businesses and neighborhood associates, two focus groups with over 30 attendees and three targeted stakeholder interviews. The online survey had 351 survey responses, Let's Talk Transportation website had over 8,500 interactions and the interactive map had 76 pins.

The project goals and objectives were reviewed and the concept development elements for subarea review from TH 23/65 from Snake River Bridge to Mora Lake, the traffic signal corridor, roundabout corridor, Clark Street to Forest Avenue and the Greater corridor Concept development. The Council discussed pedestrian safety, the impact to businesses on frontage roads and concerns with roundabouts.

It was noted that the study timeline was in Phase 2: Develop, evaluate, and establish a recommended design alternative. The Public Engagement would occur December 7, 2023.

A follow-up meeting was scheduled for December 19, 2023 at 4:15PM.

- 4. Adjournment:** MOTION made by Shepard, seconded by Anderson, and unanimously carried by the City Council to adjourn at 6:25 p.m.

Mayor

City Clerk

CITY OF MORA
CHECK LIST-COUNCIL

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001498 MSRS						
001498	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,169.94
001498 MSRS						\$1,169.94
001499 MSRS						
001499	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$840.00
001499 MSRS						\$840.00
001500 MSRS						
001500	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$995.00
001500 MSRS						\$995.00
001501 TASC-TOTAL ADMIN SERVICE COOP						
001501	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$346.16
001501	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$1,301.00
001501	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$346.48
001501	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYER CONTR	\$1,000.00
001501 TASC-TOTAL ADMIN SERVICE COOP						\$2,993.64
001502 MN DEPT OF REVENUE						
001502	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE WITHHO	\$2,919.30
001502 MN DEPT OF REVENUE						\$2,919.30
001503 US TREASURY - IRS						
001503	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FED W/H	\$4,943.06
001503	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$8,731.20
001503	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,041.98
001503 US TREASURY - IRS						\$15,716.24
001504 US TREASURY - IRS						
001504	US TREASURY - IRS	GENERAL FUN		Medicare	SUPPL PAYROLL - MEDIC	\$5.60
001504	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SUPPL PAYROLL - SOC SE	\$23.94
001504 US TREASURY - IRS						\$29.54
001505 MSRS						
001505	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,176.71
001505 MSRS						\$1,176.71
001506 MSRS						
001506	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$840.00
001506 MSRS						\$840.00
001507 MSRS						
001507	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$995.00
001507 MSRS						\$995.00
001508 TASC-TOTAL ADMIN SERVICE COOP						
001508	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$346.48
001508	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$1,151.00
001508	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$346.16
001508 TASC-TOTAL ADMIN SERVICE COOP						\$1,843.64
001509 MN DEPT OF REVENUE						
001509	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/H	\$3,163.83
001509 MN DEPT OF REVENUE						\$3,163.83

CITY OF MORA
CHECK LIST-COUNCIL

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001510 US TREASURY - IRS						
001510	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,265.88
001510	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$9,688.56
001510	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FEDERAL W/H	\$5,390.24
						\$17,344.68
001510 US TREASURY - IRS						
001511 TSYS						
001511	TSYS	LIQUOR FUND	LIQUOR STOR	Payment Processin	MONTHLY LIQ STORE CR	\$13,690.67
						\$13,690.67
001513 MORA MUNICIPAL UTILITIES						
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Electricity	UTILITIES	\$360.55
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Water	UTILITIES	\$125.03
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Sewer	UTILITIES	\$33.09
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Storm Water	UTILITIES	\$13.69
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Electricity	UTILITIES	\$404.29
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Storm Water	UTILITIES	\$13.69
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Water	UTILITIES	\$35.27
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Sewer	UTILITIES	\$41.72
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	STREETS	Electricity	UTILITIES	\$131.45
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	STREET LIGH	Electricity	UTILITIES	\$2,386.49
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Electricity	UTILITIES	\$205.55
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Sewer	UTILITIES	\$33.09
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Storm Water	UTILITIES	\$25.23
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Water	UTILITIES	\$29.74
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Water	UTILITIES	\$76.00
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Electricity	UTILITIES	\$243.43
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Sewer	UTILITIES	\$24.46
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Storm Water	UTILITIES	\$16.59
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Storm Water	UTILITIES	\$39.66
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$123.95
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Storm Water	UTILITIES	\$103.07
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Sewer	UTILITIES	\$74.81
001513	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Water	UTILITIES	\$65.70
001513	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Water	UTILITIES	\$37.01
001513	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Electricity	UTILITIES	\$281.38
001513	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Sewer	UTILITIES	\$41.72
001513	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Storm Water	UTILITIES	\$19.77
001513	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Electricity	UTILITIES	\$17.19
001513	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Water	UTILITIES	\$36.74
001513	MORA MUNICIPAL UTILIT	DOWNTOWN-F	CAPITAL PROJ	Capital Outlay	UTILITIES	\$13.69
001513	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Water	UTILITIES	\$47.63
001513	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Sewer	UTILITIES	\$50.35
001513	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Storm Water	UTILITIES	\$18.03
						\$5,170.06
001513 MORA MUNICIPAL UTILITIES						
001515 REVTRAK						
001515	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MONTHLY MAC CREDIT C	\$9.95
						\$9.95
001515 REVTRAK						
001516 TSYS						
001516	TSYS	LIQUOR FUND	LIQUOR STOR	Rentals	MONTHLY CREDIT CARD	\$80.37
						\$80.37
001516 TSYS						

CITY OF MORA
CHECK LIST-COUNCIL

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001517 MN DEPT OF REVENUE						
001517	MN DEPT OF REVENUE	GENERAL FUN		Sales Tax Payable	MAC SALES & USE TAX P	\$5,954.00
001517 MN DEPT OF REVENUE						\$5,954.00
001519 MN DEPT OF REVENUE						
001519	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT -	\$3.00
001519	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT -	\$39,244.00
001519	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	SALES & USE TAX PYMT -	\$3.00
001519	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Garbage Removal	SALES & USE TAX PYMT -	\$17.00
001519	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Telephone	SALES & USE TAX PYMT -	\$3.00
001519	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Small Tools & Equi	SALES & USE TAX PYMT -	\$8.00
001519 MN DEPT OF REVENUE						\$39,278.00
001521 HIBU						
001521	HIBU	LIQUOR FUND	LIQUOR STOR	Advertising	LIQUOR STORE WEBSITE	\$190.00
001521 HIBU						\$190.00
001522 NEIGHBORHOOD NATIONAL BANK						
001522	NEIGHBORHOOD NATION	LIQUOR FUND	LIQUOR STOR	Bad Debts/NSF Ch	SPECIAL HANDLING INST	\$10.00
001522 NEIGHBORHOOD NATIONAL BANK						\$10.00
060981 JOHNSON BROTHERS LIQUOR						
060981	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	REIMB FOR DOUBLE CRE	\$64.98
060981 JOHNSON BROTHERS LIQUOR						\$64.98
060982 AFSCME						
060982	AFSCME	GENERAL FUN		Union Dues-AFSCM	UNION DUES - AFSCME	\$569.45
060982 AFSCME						\$569.45
060983 EQUITABLE FINANCIAL						
060983	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
060983 EQUITABLE FINANCIAL						\$30.00
060984 MISSIONSQUARE						
060984	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ ROTH IRA	\$250.00
060984	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$60.00
060984 MISSIONSQUARE						\$310.00
060985 NCPERS GROUP LIFE INS						
060985	NCPERS GROUP LIFE INS	GENERAL FUN		NCPERS - Life Ins	NCPERS - LIFE	\$288.00
060985 NCPERS GROUP LIFE INS						\$288.00
060986 PERA - MN ST TREASURER						
060986	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,933.89
060986	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,933.89
060986	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$759.08
060986 PERA - MN ST TREASURER						\$10,626.86
060987 AMAZON CAPITAL SERVICES						
060987	AMAZON CAPITAL SERVIC	GENERAL FUN	STREETS	Small Tools & Equi	PHONE CASES	\$96.69
060987	AMAZON CAPITAL SERVIC	GENERAL FUN	PARKS	Repair/Maint - Bldg	SHAFT OIL SEAL	\$10.07
060987 AMAZON CAPITAL SERVICES						\$106.76
060988 ARTISAN BEER CO						
060988	ARTISAN BEER CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$323.00
060988 ARTISAN BEER CO						\$323.00

CITY OF MORA
CHECK LIST-COUNCIL

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
060989 BELLBOY CORPORATION						
060989	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$36.00
060989	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,820.05
060989 BELLBOY CORPORATION						\$3,856.05
060990 BERNICK COMPANIES						
060990	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$144.50
060990	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$16,249.85
060990	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$349.89
060990 BERNICK COMPANIES						\$16,744.24
060991 BRABEC, BEN						
060991	BRABEC, BEN	GENERAL FUN	STREETS	Uniforms	CLOTHING & BOOTS	\$422.48
060991	BRABEC, BEN	GENERAL FUN	PARKS	Uniforms	CLOTHING & BOOTS	\$211.25
060991	BRABEC, BEN	GENERAL FUN	AIRPORT	Uniforms	CLOTHING & BOOTS	\$50.70
060991	BRABEC, BEN	STORM WATER	STORM WATE	Uniforms	CLOTHING & BOOTS	\$109.85
060991	BRABEC, BEN	CEMETERY FU	CEMETERY	Uniforms	CLOTHING & BOOTS	\$50.70
060991 BRABEC, BEN						\$844.98
060992 BREAKTHRU BEVERAGE						
060992	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$305.58
060992	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,789.25
060992	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,008.00
060992 BREAKTHRU BEVERAGE						\$8,102.83
060993 C & L DISTRIBUTING						
060993	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$15.00
060993	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$688.75
060993 C & L DISTRIBUTING						\$703.75
060994 CENTRAL MN HOUSING PARTNERSHIP						
060994	CENTRAL MN HOUSING P	SMALL CITIES	SCDP REHABI	SCDP Grant Procee	SCDP GRANT ADMIN FEE	\$5,040.60
060994 CENTRAL MN HOUSING PARTNERSHIP						\$5,040.60
060995 CHAMBERLAIN OIL - CLONTARF						
060995	CHAMBERLAIN OIL - CLO	GENERAL FUN	STREETS	Lubricants & Additi	BULK OIL-5W-30	\$488.59
060995	CHAMBERLAIN OIL - CLO	GENERAL FUN	STREETS	Lubricants & Additi	BULK OIL-15W-40	\$1,004.45
060995 CHAMBERLAIN OIL - CLONTARF						\$1,493.04
060997 DAHLHEIMER DIST CO						
060997	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$445.00
060997	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$22,676.31
060997	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$346.65
060997 DAHLHEIMER DIST CO						\$23,467.96
060998 DM STAMP & SPECIALTIES						
060998	DM STAMP & SPECIALTIE	GENERAL FUN	FINANCE	Office Supplies	BLACK INK PAD FOR FRO	\$13.07
060998 DM STAMP & SPECIALTIES						\$13.07
060999 EHLERS & ASSOCIATES						
060999	EHLERS & ASSOCIATES	GENERAL FUN	FINANCE	Professional Servic	TIF ADVISORY SERVICE	\$280.00
060999	EHLERS & ASSOCIATES	GENERAL FUN	FINANCE	Professional Servic	2023 FINANCIAL MGMT P	\$1,722.50
060999 EHLERS & ASSOCIATES						\$2,002.50
061001 JD CARPENTRY						
061001	JD CARPENTRY	SMALL CITIES	SCDP REHABI	SCDP Grant Procee	SCDP - JORDAN & HINES	\$10,725.00

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061001	JD CARPENTRY					\$10,725.00
061002	JOHNSON BROTHERS LIQUOR					
061002	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$38.98
061002	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$9,370.89
061002	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$6,243.15
061002	JOHNSON BROTHERS LIQUOR					\$15,653.02
061003	MCDONALD DIST CO					
061003	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$23,946.61
061003	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$1,524.32
061003	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,378.00
061003	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$54.55
061003	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$249.20
061003	MCDONALD DIST CO					\$27,152.68
061008	MN PEIP					
061008	MN PEIP	GENERAL FUN		Group Health Insur	NOV GROUP HEALTH INS	\$26,113.52
061008	MN PEIP					\$26,113.52
061009	MN UI FUND					
061009	MN UI FUND	GENERAL FUN	AQUATIC CEN	Unemployment Be	QTR 3 UNEMPLOYMENT -	\$309.44
061009	MN UI FUND					\$309.44
061011	MORA PUBLIC SCHOOLS					
061011	MORA PUBLIC SCHOOLS	GENERAL FUN	MAYOR & CO	Office Supplies	BULK COPY PAPER	\$131.76
061011	MORA PUBLIC SCHOOLS	GENERAL FUN	ADMINISTRAT	Office Supplies	BULK COPY PAPER	\$131.77
061011	MORA PUBLIC SCHOOLS	GENERAL FUN	FINANCE	Office Supplies	BULK COPY PAPER	\$131.77
061011	MORA PUBLIC SCHOOLS	GENERAL FUN	STREETS	Office Supplies	BULK COPY PAPER	\$79.06
061011	MORA PUBLIC SCHOOLS	LIQUOR FUND	LIQUOR STOR	Office Supplies	BULK COPY PAPER	\$158.12
061011	MORA PUBLIC SCHOOLS					\$632.48
061012	PHILLIPS WINE & SPIRITS					
061012	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,582.99
061012	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$419.77
061012	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$14,111.65
061012	PHILLIPS WINE & SPIRITS					\$17,114.41
061013	PUMP & METER SERVICE INC					
061013	PUMP & METER SERVICE I	GENERAL FUN	AIRPORT	Professional Servic	AIRPORT FUEL TANK TES	\$677.50
061013	PUMP & METER SERVICE INC					\$677.50
061014	QUADIENT FINANCE USA, INC					
061014	QUADIENT FINANCE USA,	GENERAL FUN	FINANCE	Postage	REFILL POSTAGE MACHI	\$375.00
061014	QUADIENT FINANCE USA,	GENERAL FUN	HUMAN RESO	Postage	REFILL POSTAGE MACHI	\$225.00
061014	QUADIENT FINANCE USA,	FIRE FUND	FIRE	Postage	REFILL POSTAGE MACHI	\$120.00
061014	QUADIENT FINANCE USA,	LIQUOR FUND	LIQUOR STOR	Postage	REFILL POSTAGE MACHI	\$105.00
061014	QUADIENT FINANCE USA, INC					\$825.00
061016	RESIDENTIAL SERVICES INC.					
061016	RESIDENTIAL SERVICES I	GENERAL FUN		Deposits	530 WATKINS -LIBRARY	\$50.00
061016	RESIDENTIAL SERVICES I	GENERAL FUN	LIBRARY BUIL	Rent	530 WATKINS -LIBRARY	\$35.00
061016	RESIDENTIAL SERVICES INC.					\$85.00
061017	SEH					
061017	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	TH 65 BIKE TRAIL EXT S	\$9,018.47

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061017	SEH	HWY 65 & 9TH	CAPITAL PROJ	Engineering	FINAL DESIGN TH 65 LEF	\$23,525.01
061017 SEH						\$32,543.48
061018 SOUTHERN GLAZERS OF MN						
061018	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,606.12
061018	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,262.41
061018 SOUTHERN GLAZERS OF MN						\$10,868.53
061019 STEGEMAN CONSTRUCTION LLC						
061019	STEGEMAN CONSTRUCTI	SMALL CITIES	SCDP REHABI	SCDP Grant Procee	SCDP - KIRSCHER	\$22,879.00
061019 STEGEMAN CONSTRUCTION LLC						\$22,879.00
061020 VINOCOPIA, INC						
061020	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$961.32
061020	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$396.41
061020	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$627.92
061020 VINOCOPIA, INC						\$1,985.65
061021 WINE MERCHANTS						
061021	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$252.16
061021 WINE MERCHANTS						\$252.16
061022 YODER, MANDI						
061022	YODER, MANDI	GENERAL FUN	HUMAN RESO	Meetings, Training,	MEALS & MILEAGE FOR	\$154.65
061022 YODER, MANDI						\$154.65
061023 4 SEASONS ROOFING LLC						
061023	4 SEASONS ROOFING LLC	GENERAL FUN	GARAGE	Capital Outlay	20 YR ROOF COATING IN	\$78,000.00
061023 4 SEASONS ROOFING LLC						\$78,000.00
061024 ACM LLC						
061024	ACM LLC	HWY 65 & 9TH	CAPITAL PROJ	Capital Outlay	HWY 65/9TH STR INTER	\$88,993.15
061024 ACM LLC						\$88,993.15
061025 AMAZON CAPITAL SERVICES						
061025	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Office Supplies	STICKY TAB PAGE MARK	\$5.99
061025	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Other Operating Su	3 DRAWER STORAGE UN	\$35.00
061025	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Other Operating Su	3 DRAWER ROLLING STO	\$59.89
061025 AMAZON CAPITAL SERVICES						\$100.88
061026 ARTISAN BEER CO						
061026	ARTISAN BEER CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$54.60
061026 ARTISAN BEER CO						\$54.60
061028 BELLBOY CORPORATION						
061028	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	SHOT GLASSES, MARG S	\$234.70
061028	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,653.35
061028	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$690.00
061028	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$800.00
061028 BELLBOY CORPORATION						\$6,378.05
061029 BERNICK COMPANIES						
061029	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$66.50
061029	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$4,455.85
061029	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$408.51
061029 BERNICK COMPANIES						\$4,930.86

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061030 BJORKLUND COMPANIES						
061030	BJORKLUND COMPANIES	GENERAL FUN	ICE & SNOW	Other Operating Su	SAND	\$2,963.89
061030 BJORKLUND COMPANIES						\$2,963.89
061031 BREAKTHRU BEVERAGE						
061031	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,866.89
061031	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$113.77
061031	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$992.00
061031 BREAKTHRU BEVERAGE						\$5,972.66
061032 DAHLHEIMER DIST CO						
061032	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$12,783.30
061032	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$187.40
061032 DAHLHEIMER DIST CO						\$12,970.70
061033 DEARBORN LIFE INSURANCE CO						
061033	DEARBORN LIFE INSURAN	GENERAL FUN		Life Insurance	NOV 2023 GROUP LIFE I	\$346.25
061033 DEARBORN LIFE INSURANCE CO						\$346.25
061034 DELTA DENTAL						
061034	DELTA DENTAL	GENERAL FUN		Delta Dental	NOV 2023 GROUP DENTA	\$1,107.59
061034 DELTA DENTAL						\$1,107.59
061037 DOUGLAS KERR UNDERGROUND						
061037	DOUGLAS KERR UNDERG	GENERAL FUN	AIRPORT	Capital Outlay	2023 TAXILANE RECONS	\$256,045.71
061037 DOUGLAS KERR UNDERGROUND						\$256,045.71
061038 FRIENDS OF THE MORA LIBRARY						
061038	FRIENDS OF THE MORA L	GENERAL FUN		Deposits	KEY DEPOSIT REFUND	\$50.00
061038 FRIENDS OF THE MORA LIBRARY						\$50.00
061039 JOHNSON BROTHERS LIQUOR						
061039	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,098.56
061039	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,665.16
061039	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$27.23
061039 JOHNSON BROTHERS LIQUOR						\$5,790.95
061041 KANABEC CO RECORDER						
061041	KANABEC CO RECORDER	GENERAL FUN	PLANNING &	Professional Servic	CUP - 413 CARDINAL ST	\$46.00
061041 KANABEC CO RECORDER						\$46.00
061042 MCDONALD DIST CO						
061042	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$164.50
061042	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$233.95
061042	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$8,584.84
061042 MCDONALD DIST CO						\$8,983.29
061043 MORA PUBLIC SCHOOLS						
061043	MORA PUBLIC SCHOOLS	GENERAL FUN	PLANNING &	Meetings, Training,	LEADERSHIP TRAINING-	\$87.50
061043	MORA PUBLIC SCHOOLS	GENERAL FUN	BUILDING	Meetings, Training,	LEADERSHIP TRAINING-	\$12.50
061043	MORA PUBLIC SCHOOLS	GENERAL FUN	STREETS	Meetings, Training,	LEADERSHIP TRAINING-J	\$68.75
061043	MORA PUBLIC SCHOOLS	GENERAL FUN	AQUATIC CEN	Meetings, Training,	LEADERSHIP TRAINING-J	\$125.00
061043	MORA PUBLIC SCHOOLS	STORM WATER	STORM WATE	Meetings, Training,	LEADERSHIP TRAINING-J	\$6.25
061043	MORA PUBLIC SCHOOLS	LIQUOR FUND	LIQUOR STOR	Meetings, Training,	LEADERSHIP TRAINING-J	\$125.00
061043 MORA PUBLIC SCHOOLS						\$425.00

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061044	NORTHERN HOLLOW WINERY, LLC					
061044	NORTHERN HOLLOW WIN	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$422.40
061044	NORTHERN HOLLOW WINERY, LLC					\$422.40
061045	PAUSTIS WINE COMPANY					
061045	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$119.00
061045	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,510.00
061045	PAUSTIS WINE COMPANY					\$2,629.00
061046	PHILLIPS WINE & SPIRITS					
061046	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$730.21
061046	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$2,948.61
061046	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$223.67
061046	PHILLIPS WINE & SPIRITS					\$3,902.49
061048	SHRED-N-GO, INC					
061048	SHRED-N-GO, INC	GENERAL FUN	ADMINISTRAT	Professional Servic	SHREDDING	\$106.89
061048	SHRED-N-GO, INC					\$106.89
061049	SOUTHERN GLAZERS OF MN					
061049	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$992.76
061049	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$163.00
061049	SOUTHERN GLAZERS OF MN					\$1,155.76
061050	ST LOUIS MRO, INC					
061050	ST LOUIS MRO, INC	GENERAL FUN	HUMAN RESO	Professional Servic	2023 FMCSA CLEARINGH	\$50.00
061050	ST LOUIS MRO, INC					\$50.00
061051	SUMMIT FIRE PROTECTION					
061051	SUMMIT FIRE PROTECTIO	GENERAL FUN	CITY HALL BU	Professional Servic	SPRINKLER SYSTEM INSP	\$200.75
061051	SUMMIT FIRE PROTECTIO	FIRE FUND	FIRE	Professional Servic	SPRINKLER SYSTEM INSP	\$401.50
061051	SUMMIT FIRE PROTECTIO	LIQUOR FUND	LIQUOR STOR	Professional Servic	SPRINKLER SYSTEM INSP	\$200.75
061051	SUMMIT FIRE PROTECTION					\$803.00
061052	TASC-TOTAL ADMIN SERVICE COOP					
061052	TASC-TOTAL ADMIN SERV	GENERAL FUN	HUMAN RESO	Professional Servic	DEC 2023 PARTICIPATIO	\$37.43
061052	TASC-TOTAL ADMIN SERVICE COOP					\$37.43
061054	VINOCOPIA, INC					
061054	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	GINGER BEER	\$129.82
061054	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,065.93
061054	VINOCOPIA, INC					\$1,195.75
061055	WELIA HEALTH					
061055	WELIA HEALTH	GENERAL FUN	HUMAN RESO	Professional Servic	PRE-EMPL & RANDOM LA	\$216.00
061055	WELIA HEALTH					\$216.00
061056	YOUNGQUIST, BETHANN					
061056	YOUNGQUIST, BETHANN	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
061056	YOUNGQUIST, BETHANN					\$50.00
061057	EQUITABLE FINANCIAL					
061057	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
061057	EQUITABLE FINANCIAL					\$30.00
061058	MISSIONSQUARE					

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061058	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ ROTH IRA	\$250.00
061058	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$60.00
061058 MISSIONSQUARE						\$310.00
061059 PERA - MN ST TREASURER						
061059	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$740.88
061059	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,815.55
061059	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,815.55
061059 PERA - MN ST TREASURER						\$10,371.98
061060 AMAZON CAPITAL SERVICES						
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	MAYOR & CO	Office Supplies	OFFICE SUPPLIES	\$9.95
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Office Supplies	OFFICE SUPPLIES	\$49.62
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	FINANCE	Office Supplies	OFFICE SUPPLIES	\$38.16
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	HUMAN RESO	Office Supplies	OFFICE SUPPLIES	\$9.68
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	CITY HALL BU	Repair/Maint - Bldg	WATER FILTERS	\$138.48
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	LIBRARY BUIL	Repair/Maint - Bldg	AIR FILTER	\$52.10
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	STREETS	Repair/Maint - Bldg	OIL/AIR FILTER FOR CO	\$228.17
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	STREETS	Office Supplies	OFFICE SUPPLIES	\$13.24
061060	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Other Operating Su	STORAGE DRAWER	\$42.99
061060	AMAZON CAPITAL SERVIC	LIQUOR FUND	LIQUOR STOR	Meetings, Training,	HOMERUN LEADERSHIP	\$20.00
061060 AMAZON CAPITAL SERVICES						\$602.39
061063 DAHLHEIMER DIST CO						
061063	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$335.00
061063 DAHLHEIMER DIST CO						\$335.00
061070 ST CLOUD STAMP & SIGN						
061070	ST CLOUD STAMP & SIGN	GENERAL FUN	FINANCE	Office Supplies	NOTARY STAMP - K ERIC	\$49.48
061070 ST CLOUD STAMP & SIGN						\$49.48
061072 CENTURYLINK						
061072	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	A/D BLDG PHONE	\$65.57
061072	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	FUEL PHONE	\$79.00
061072 CENTURYLINK						\$144.57
061075 ARTISAN BEER CO						
061075	ARTISAN BEER CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$323.00
061075 ARTISAN BEER CO						\$323.00
061077 BELLBOY CORPORATION						
061077	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	TWIST BOW TIES	\$50.00
061077	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,224.70
061077 BELLBOY CORPORATION						\$3,274.70
061078 BERNICK COMPANIES						
061078	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$10,050.55
061078	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$243.43
061078	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$715.00
061078 BERNICK COMPANIES						\$11,008.98
061079 BREAKTHRU BEVERAGE						
061079	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$208.00
061079	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,421.11
061079 BREAKTHRU BEVERAGE						\$3,629.11

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061080 C & L DISTRIBUTING						
061080	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$524.15
061080	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$30.00
						\$554.15
061080 C & L DISTRIBUTING						
061081 DAHLHEIMER DIST CO						
061081	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$247.55
061081	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$11,555.17
061081	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$300.00
						\$12,102.72
061081 DAHLHEIMER DIST CO						
061082 JOHNSON BROTHERS LIQUOR						
061082	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,784.92
061082	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$4,445.72
						\$6,230.64
061082 JOHNSON BROTHERS LIQUOR						
061083 LEAGUE OF MN CITIES						
061083	LEAGUE OF MN CITIES	GENERAL FUN	INFORMATIO	Professional Servic	7 ADOBE ACROBAT PRO	\$745.58
						\$745.58
061083 LEAGUE OF MN CITIES						
061085 MCDONALD DIST CO						
061085	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$1,459.80
061085	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$122.40
061085	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$197.95
061085	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$15,239.75
						\$17,019.90
061085 MCDONALD DIST CO						
061086 MN COMPUTER SYSTEMS, INC						
061086	MN COMPUTER SYSTEMS,	GENERAL FUN	BUILDING	Repair/Maint - Bldg	PLOTTER REPAIR & PART	\$500.00
						\$500.00
061086 MN COMPUTER SYSTEMS, INC						
061087 MN MUNICIPAL UTILITIES ASSN						
061087	MN MUNICIPAL UTILITIES	GENERAL FUN	HUMAN RESO	Professional Servic	DRUG & ALCOHOL TESTI	\$82.50
						\$82.50
061087 MN MUNICIPAL UTILITIES ASSN						
061088 PHILLIPS WINE & SPIRITS						
061088	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$969.03
061088	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$5,244.40
061088	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$66.01
						\$6,279.44
061088 PHILLIPS WINE & SPIRITS						
061089 SOUTHERN GLAZERS OF MN						
061089	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$827.92
061089	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,705.84
						\$2,533.76
061089 SOUTHERN GLAZERS OF MN						
061090 WINE MERCHANTS						
061090	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$159.18
						\$159.18
061090 WINE MERCHANTS						
061091 BELLBOY CORPORATION						
061091	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	SUNBURST & BOTTLE NE	\$71.00
061091	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$5,877.25
061091	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	SHOT CUPS, SHAKERS, E	\$110.30
061091	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$690.00
061091	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$192.00

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061091	BELLBOY CORPORATION					\$6,940.55
061092	BERNICK COMPANIES					
061092	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$684.31
061092	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$66.50
061092	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$3,440.10
061092	BERNICK COMPANIES					\$4,190.91
061094	BREAKTHRU BEVERAGE					
061094	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,414.56
061094	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$464.04
061094	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$373.81
061094	BREAKTHRU BEVERAGE					\$9,252.41
061095	CARLOS CREEK WINERY					
061095	CARLOS CREEK WINERY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$360.00
061095	CARLOS CREEK WINERY					\$360.00
061096	DAHLHEIMER DIST CO					
061096	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$12,318.13
061096	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$459.00
061096	DAHLHEIMER DIST CO					\$12,777.13
061097	JOHNSON BROTHERS LIQUOR					
061097	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,483.79
061097	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$2,237.11
061097	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$74.46
061097	JOHNSON BROTHERS LIQUOR					\$4,795.36
061098	KANABEC CO SHERIFF					
061098	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Professional Servic	LAW ENFORCEMENT - N	\$88,354.25
061098	KANABEC CO SHERIFF					\$88,354.25
061099	MCDONALD DIST CO					
061099	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$297.02
061099	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$21,018.50
061099	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$374.75
061099	MCDONALD DIST CO					\$21,690.27
061101	MOOSE LAKE BREWING CO					
061101	MOOSE LAKE BREWING C	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$45.00
061101	MOOSE LAKE BREWING CO					\$45.00
061102	MORA BAKERY					
061102	MORA BAKERY	GENERAL FUN	HUMAN RESO	Recognition/Wellne	MEET & GREET TREATS-J	\$38.25
061102	MORA BAKERY					\$38.25
061103	PHILLIPS WINE & SPIRITS					
061103	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,887.40
061103	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$11,019.25
061103	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$201.00
061103	PHILLIPS WINE & SPIRITS					\$13,107.65
061104	SOUTHERN GLAZERS OF MN					
061104	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$339.00
061104	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,424.07

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061104	SOUTHERN GLAZERS OF MN					\$6,763.07
061105	STANSBURY, JOSH & NICOLE OLSON					
061105	STANSBURY, JOSH & NIC	LIQUOR FUND		Return Checks	REFUND NSF CK & SERV	\$50.52
061105	STANSBURY, JOSH & NIC	LIQUOR FUND	LIQUOR STOR	Service Chg on NS	REFUND NSF CK & SERV	\$30.00
061105	STANSBURY, JOSH & NICOLE OLSON					\$80.52
061106	TR COMPUTER SALES, LLC					
061106	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	MONTHLY MONITORING,	\$1,705.50
061106	TR COMPUTER SALES, LLC					\$1,705.50
061107	WINE MERCHANTS					
061107	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$159.18
061107	WINE MERCHANTS					\$159.18
061109	DE LAGE LANDEN FINANCIAL SERV					
061109	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$179.55
061109	DE LAGE LANDEN FINANCIAL SERV					\$179.55
061110	ELAN FINANCIAL SERVICES					
061110	ELAN FINANCIAL SERVICE	GENERAL FUN		Surcharge - Buildin	3RD QTR BLDG PERMIT	\$32.00
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	MAYOR & CO	Miscellaneous	WORK SESSION FOOD -	\$32.79
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	FINANCE	Meetings, Training,	K CHRISTIANSON MCFOA	\$408.63
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	FINANCE	Meetings, Training,	K CHRISTIANSON GOVT	\$40.00
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	HUMAN RESO	Recognition/Wellne	POKER WALK WATER - K	\$4.49
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	HUMAN RESO	Recognition/Wellne	POKER WALK PRIZES - C	\$44.55
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	HUMAN RESO	Meetings, Training,	YODER MNSHRM TRNG H	\$354.18
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	STREETS	Meetings, Training,	2 DAY TRNG-JOE, ROB, B	\$150.00
061110	ELAN FINANCIAL SERVICE	GENERAL FUN	PARKS	Rentals	REMAINING BAL-INFLAT	\$485.25
061110	ELAN FINANCIAL SERVICES					\$1,551.89
061111	MCFOA					
061111	MCFOA	GENERAL FUN	FINANCE	Dues & Subscriptio	SEGELSTROM MEMBERS	\$50.00
061111	MCFOA					\$50.00
061113	MN COMPUTER SYSTEMS, INC					
061113	MN COMPUTER SYSTEMS,	GENERAL FUN	INFORMATIO	Repair/Maint - Bldg	COPIER CHARGE	\$227.32
061113	MN COMPUTER SYSTEMS,	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	COPIER CHARGE	\$25.40
061113	MN COMPUTER SYSTEMS, INC					\$252.72
061114	MN PEIP					
061114	MN PEIP	GENERAL FUN		Group Health Insur	DEC 2023 GROUP HEALT	\$22,740.10
061114	MN PEIP					\$22,740.10
061117	SEH					
061117	SEH	GENERAL FUN	ADMINISTRAT	Engineering	MISC CITY ENG & PLANN	\$217.00
061117	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	TH 65 BIKE TRAIL EXTEN	\$9,292.70
061117	SEH	GENERAL FUN	AIRPORT	Capital Outlay	AIRPORT TRIGGERING E	\$15,060.00
061117	SEH	GENERAL FUN	AIRPORT	Capital Outlay	2023 TAXILANE RECONS	\$7,980.00
061117	SEH	HWY 65 & 9TH	CAPITAL PROJ	Engineering	FINAL DESIGN-TH 65 LEF	\$8,793.06
061117	SEH					\$41,342.76
061118	UPPER CASE PRINTING INK					
061118	UPPER CASE PRINTING IN	GENERAL FUN	FINANCE	Professional Servic	TAX LEVY INFO PRESS R	\$104.12
061118	UPPER CASE PRINTING INK					\$104.12

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061119 VERIZON WIRELESS						
061119	VERIZON WIRELESS	GENERAL FUN	ADMINISTRAT	Telephone	CELL/IPAD	\$0.00
061119	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL	\$28.86
061119	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL	\$4.12
061119	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL	\$45.36
061119	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL/IPAD	\$87.25
061119	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL	\$28.86
061119	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL/IPAD	\$34.35
061119	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL	\$7.25
061119	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL/IPAD	\$17.78
061119	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL/IPAD	\$7.25
061119	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL	\$41.23
061119 VERIZON WIRELESS						\$302.31
061120 VIA ACTUARIAL SOLUTIONS						
061120	VIA ACTUARIAL SOLUTIO	GENERAL FUN	FINANCE	Auditing	COMPLETION OF FYE 22-	\$740.00
061120	VIA ACTUARIAL SOLUTIO	LIQUOR FUND	LIQUOR STOR	Auditing	COMPLETION OF FYE 22-	\$420.00
061120 VIA ACTUARIAL SOLUTIONS						\$1,160.00
061122 DAHLHEIMER DIST CO						
061122	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$75.00
061122 DAHLHEIMER DIST CO						\$75.00
061129 ACE HARDWARE						
061129	ACE HARDWARE	GENERAL FUN	GARAGE	Repair/Maint - Bldg	GARAGE DOOR OPENER	\$31.98
061129	ACE HARDWARE	GENERAL FUN	PARKS	Repair/Maint - Bldg	FENCE STRAPS	\$10.00
061129	ACE HARDWARE	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	DRAWER ROLLERS	\$23.98
061129 ACE HARDWARE						\$65.96
061130 AMERICAN BOTTLING CO. INC						
061130	AMERICAN BOTTLING CO.	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$517.28
061130 AMERICAN BOTTLING CO. INC						\$517.28
061131 AMERICAN DOOR WORKS						
061131	AMERICAN DOOR WORKS	GENERAL FUN	GARAGE	Repair/Maint - Bldg	GARAGE DOOR OPENERS	\$265.00
061131 AMERICAN DOOR WORKS						\$265.00
061132 ARAMARK						
061132	ARAMARK	GENERAL FUN	CITY HALL BU	Laundry/Rugs	RUGS	\$71.36
061132	ARAMARK	GENERAL FUN	LIBRARY BUIL	Laundry/Rugs	RUGS, TOWELS	\$184.65
061132	ARAMARK	GENERAL FUN	GARAGE	Other Operating Su	TOWELS	\$118.48
061132 ARAMARK						\$374.49
061133 AUTO VALUE MORA						
061133	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	FUEL, AIR, OIL FILTERS	\$212.31
061133	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	COMPRESSOR FILTERS	\$24.03
061133	AUTO VALUE MORA	GENERAL FUN	STREETS	Lubricants & Additi	COMPRESSOR OIL	\$31.99
061133	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	TRUCK BATTERIES & CO	\$287.98
061133	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	WIPER MOTOR	\$204.75
061133	AUTO VALUE MORA	GENERAL FUN	GARAGE	Small Tools & Equi	IMPACT TOOL	\$329.00
061133	AUTO VALUE MORA	CEMETERY FU	CEMETERY	Repair/Maint - Bldg	MOWER PLUGS	\$5.98
061133 AUTO VALUE MORA						\$1,096.04
061135 CAMPBELL KNUTSON, P.A.						
061135	CAMPBELL KNUTSON, P.A.	GENERAL FUN	MAYOR & CO	Legal Services	COMPENSATION	\$651.00

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061135	CAMPBELL KNUTSON, P.A.	GENERAL FUN	ADMINISTRAT	Legal Services	MISC LEGAL SERVICES-F	\$182.00
061135	CAMPBELL KNUTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	MISC LEGAL SERVICES-M	\$32.00
061135	CAMPBELL KNUTSON, P.A.	GENERAL FUN	HUMAN RESO	Legal Services	PERSONNEL	\$2,174.87
061135	CAMPBELL KNUTSON, P.A.	GENERAL FUN	PLANNING &	Legal Services	MISC LEGAL SERVICES-C	\$518.00
061135 CAMPBELL KNUTSON, P.A.						\$3,557.87
061137 CRAWFORDS EQUIPMENT INC						
061137	CRAWFORDS EQUIPMENT	GENERAL FUN	STREETS	Repair/Maint - Bldg	SKIDSTEER FUEL CAP	\$27.10
061137 CRAWFORDS EQUIPMENT INC						\$27.10
061138 CRYSTAL SPRINGS ICE						
061138	CRYSTAL SPRINGS ICE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ICE	\$1,692.60
061138 CRYSTAL SPRINGS ICE						\$1,692.60
061139 DSC COMMUNICATIONS						
061139	DSC COMMUNICATIONS	FIRE FUND	FIRE	Repair/Maint - Bldg	RADIO BATTERIES	\$86.00
061139 DSC COMMUNICATIONS						\$86.00
061141 EAST CENTRAL ENERGY-ELECT						
061141	EAST CENTRAL ENERGY-E	GENERAL FUN	PARKS	Electricity	ELECTRICITY	\$70.60
061141	EAST CENTRAL ENERGY-E	GENERAL FUN	AIRPORT	Electricity	ELECTRICITY	\$414.21
061141	EAST CENTRAL ENERGY-E	LIQUOR FUND	LIQUOR STOR	Electricity	ELECTRICITY	\$1,697.95
061141 EAST CENTRAL ENERGY-ELECT						\$2,182.76
061142 ECM PUBLISHERS, INC						
061142	ECM PUBLISHERS, INC	GENERAL FUN	HUMAN RESO	Advertising	MECHANIC HEAVY EQUIP	\$838.80
061142 ECM PUBLISHERS, INC						\$838.80
061146 FREEDOM MAILING SERVICES INC						
061146	FREEDOM MAILING SERVI	GENERAL FUN	FINANCE	Professional Servic	TAX LEVY LETTER INSER	\$21.65
061146 FREEDOM MAILING SERVICES INC						\$21.65
061147 GLENS TIRE OPERATIONS INC						
061147	GLENS TIRE OPERATIONS	GENERAL FUN	AIRPORT	Tires	TIRES	\$245.50
061147 GLENS TIRE OPERATIONS INC						\$245.50
061148 GOPHER STATE ONE-CALL INC						
061148	GOPHER STATE ONE-CALL	GENERAL FUN	STREETS	Professional Servic	OCTOBER LOCATES	\$38.88
061148	GOPHER STATE ONE-CALL	STORM WATER	STORM WATE	Professional Servic	OCTOBER LOCATES	\$38.88
061148 GOPHER STATE ONE-CALL INC						\$77.76
061150 GRANITE CITY JOBBING						
061150	GRANITE CITY JOBBING	GENERAL FUN	LIBRARY BUIL	Other Operating Su	ROLLED PAPER TOWELS	\$78.03
061150	GRANITE CITY JOBBING	GENERAL FUN	AIRPORT	Other Operating Su	TP	\$36.04
061150 GRANITE CITY JOBBING						\$114.07
061151 GRANITE WATER WORKS INC						
061151	GRANITE WATER WORKS	STORM WATER	STORM WATE	Repair/Maint - Bldg	STORM SEWER LINE RPR	\$965.35
061151 GRANITE WATER WORKS INC						\$965.35
061152 HAWKINS INC						
061152	HAWKINS INC	GENERAL FUN	CITY HALL BU	Other Operating Su	ICE MELT	\$153.45
061152	HAWKINS INC	GENERAL FUN	LIBRARY BUIL	Other Operating Su	ICE MELT	\$153.44
061152	HAWKINS INC	GENERAL FUN	STREETS	Chemicals	ICE MELT	\$153.45
061152	HAWKINS INC	GENERAL FUN	PARKS	Chemicals	ICE MELT	\$153.45
061152	HAWKINS INC	FIRE FUND	FIRE	Other Operating Su	ICE MELT	\$153.44

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061152	HAWKINS INC	LIQUOR FUND	LIQUOR STOR	Other Operating Su	ICE MELT	\$153.45
061152 HAWKINS INC						\$920.68
061154 JOHNSONS HARDWARE & RENTAL						
061154	JOHNSONS HARDWARE &	GENERAL FUN	CITY HALL BU	Small Tools & Equi	IMPACT DRILL	\$8.99
061154	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Repair/Maint - Bldg	PLOW BOLTS	\$8.52
061154	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Other Operating Su	MOUSE TRAPS	\$11.98
061154	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	MOWER BOLTS	\$2.99
061154	JOHNSONS HARDWARE &	CEMETERY FU	CEMETERY	Repair/Maint - Bldg	STONE RPR SUPPLIES	\$7.23
061154 JOHNSONS HARDWARE & RENTAL						\$39.71
061155 KANABEC PUBLICATIONS, INC						
061155	KANABEC PUBLICATIONS,	GENERAL FUN	FINANCE	Office Supplies	CLAIM FORMS	\$140.00
061155	KANABEC PUBLICATIONS,	GENERAL FUN	HUMAN RESO	Advertising	MECHANIC/HEAVY EQ OP	\$637.29
061155	KANABEC PUBLICATIONS,	LIQUOR FUND	LIQUOR STOR	Advertising	LIQ ADS	\$519.00
061155 KANABEC PUBLICATIONS, INC						\$1,296.29
061156 KWIK TRIP - GAS PURCHASES						
061156	KWIK TRIP - GAS PURCHA	GENERAL FUN	STREETS	Motor Fuels	FUEL	\$1,769.00
061156	KWIK TRIP - GAS PURCHA	GENERAL FUN	PARKS	Motor Fuels	FUEL	\$278.36
061156	KWIK TRIP - GAS PURCHA	FIRE FUND	FIRE	Motor Fuels	FUEL	\$321.75
061156 KWIK TRIP - GAS PURCHASES						\$2,369.11
061158 MIDWEST MACHINERY CO						
061158	MIDWEST MACHINERY CO	GENERAL FUN	PARKS	Small Tools & Equi	JOHN DEERE HEAVY DUT	\$3,800.00
061158	MIDWEST MACHINERY CO	GENERAL FUN	PARKS	Repair/Maint - Bldg	IDLER WHEELS	\$367.83
061158 MIDWEST MACHINERY CO						\$4,167.83
061159 MILLER TRUCKING INC						
061159	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	PRODUCT DELIVERY	\$690.90
061159	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	PRODUCT DELIVERY-SIG	\$4.20
061159	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	PRODUCT DELIVERY	\$54.60
061159	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	PRODUCT DELIVERY	\$130.20
061159	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	PRODUCT DELIVERY	\$0.00
061159	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	PRODUCT DELIVERY	\$29.40
061159 MILLER TRUCKING INC						\$909.30
061160 MN ENERGY RESOURCES CORP						
061160	MN ENERGY RESOURCES	GENERAL FUN	CITY HALL BU	Natural Gas - Heat	NATURAL GAS	\$274.46
061160	MN ENERGY RESOURCES	GENERAL FUN	LIBRARY BUIL	Natural Gas - Heat	NATURAL GAS	\$226.26
061160	MN ENERGY RESOURCES	GENERAL FUN	GARAGE	Natural Gas - Heat	NATURAL GAS	\$221.31
061160	MN ENERGY RESOURCES	GENERAL FUN	AQUATIC CEN	Natural Gas - Heat	NATURAL GAS	\$121.18
061160	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-HANGAR	\$114.61
061160	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-AD BLDG	\$72.28
061160	MN ENERGY RESOURCES	FIRE FUND	FIRE	Natural Gas - Heat	NATURAL GAS	\$220.34
061160 MN ENERGY RESOURCES CORP						\$1,250.44
061164 OSLIN LUMBER						
061164	OSLIN LUMBER	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	HANGAR ROOF SCREWS	\$18.00
061164 OSLIN LUMBER						\$18.00
061166 QUALITY DISPOSAL						
061166	QUALITY DISPOSAL	GENERAL FUN	CITY HALL BU	Garbage Removal	GARBAGE	\$63.23
061166	QUALITY DISPOSAL	GENERAL FUN	LIBRARY BUIL	Garbage Removal	GARBAGE	\$113.26
061166	QUALITY DISPOSAL	GENERAL FUN	STREETS	Garbage Removal	GARBAGE	\$106.82
061166	QUALITY DISPOSAL	GENERAL FUN	GARAGE	Garbage Removal	GARBAGE	\$169.88

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061166	QUALITY DISPOSAL	GENERAL FUN	AQUATIC CEN	Garbage Removal	GARBAGE	\$0.00
061166	QUALITY DISPOSAL	GENERAL FUN	PARKS	Garbage Removal	GARBAGE	\$0.00
061166	QUALITY DISPOSAL	GENERAL FUN	AIRPORT	Garbage Removal	GARBAGE	\$0.00
061166	QUALITY DISPOSAL	LIQUOR FUND	LIQUOR STOR	Garbage Removal	GARBAGE	\$234.23
061166 QUALITY DISPOSAL						\$687.42
061167 RDO EQUIPMENT						
061167	RDO EQUIPMENT	GENERAL FUN	STREETS	Repair/Maint - Bldg	LOADER REPAIR	\$7,990.60
061167	RDO EQUIPMENT	GENERAL FUN	STREETS	Repair/Maint - Bldg	GRADER REPAIR - REPLA	\$3,075.14
061167 RDO EQUIPMENT						\$11,065.74
061168 RED BULL DISTRIBUTION COMPANY						
061168	RED BULL DISTRIBUTION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ENERGY DRINK	\$591.52
061168 RED BULL DISTRIBUTION COMPANY						\$591.52
061169 RITEWAY BUSINESS FORMS						
061169	RITEWAY BUSINESS FOR	GENERAL FUN	FINANCE	Office Supplies	CHECKS	\$331.70
061169 RITEWAY BUSINESS FORMS						\$331.70
061172 ROCON PAVING						
061172	ROCON PAVING	GENERAL FUN	STREETS	Street Maint - Labo	BLACKTOP	\$761.49
061172 ROCON PAVING						\$761.49
061174 SPECTRUM SUPPLY						
061174	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	BAGS	\$339.70
061174	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Other Operating Su	PAPER SUPPLIES/TRASH	\$145.24
061174 SPECTRUM SUPPLY						\$484.94
061175 VIKING COKE						
061175	VIKING COKE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$1,821.85
061175 VIKING COKE						\$1,821.85
061177 WATSON CO., INC						
061177	WATSON CO., INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	TOBACCO, JUICE, ETC	\$10,840.32
061177	WATSON CO., INC	LIQUOR FUND	LIQUOR STOR	Other Operating Su	TP	\$39.01
061177 WATSON CO., INC						\$10,879.33
						\$1,204,727.62



CITY OF MORA
COUNCIL CHECK LIST

THE OCTOBER - NOVEMBER 2023 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

MAYOR

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

CITY CLERK



LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____



MEMORANDUM

Date November 21, 2023
To Mayor and City Council
From Natasha Segelstrom, Administrative Services
RE Certify Unpaid Utilities

SUMMARY

City Council approval is needed in order to certify unpaid utility charges.

BACKGROUND INFORMATION

On November 20, 2023, in accordance with Minnesota state law and Mora City Code §50.24, the Public Utilities Commission held a public hearing giving affected property owners the right to object to the certification of unpaid utility charges.

The attached resolution includes the PUC-approved recommendations for certification of unpaid utility bills for collection with property taxes. If the City Council so chooses, the attached resolution must be approved by City Council in order to be a valid lien on the property.

OPTIONS IMPACTS

- 1. Approve the attached resolution in full.
- 2. Approve the attached resolution partially.
- 3. Do not approve.

RECOMMENDATIONS

Motion to approve Resolution 2023-1121

Attachments
Resolution No. 2023-1121

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
CERTIFYING UNPAID UTILITY CHARGES**

WHEREAS, pursuant to proper notice duly given as required by law, the city council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; and

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mora, Kanabec County, Minnesota that:

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands named herein.

Such certification shall be payable over a period of one year on or before the first Monday in January.

The owner of the affected property may, at any time prior to certification of unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property to the City Clerk. The taxpayer may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid of the year in which payment is made.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes or special assessments.

EXHIBIT 1

Parcel ID	Service Address	To Certify	Full Billing Name
22.01345	705 FOREST AVE W	41.93	ROATCH, WAYNE
22.06045	108 VILLA DRIVE	2,130.44	LAQUA, JASON
22.01215	301 WALNUT ST S	960.00	AMSDEN, LATANA HARRIS
TOTAL UTILITY SPECIAL ASSESSMENTS		3,132.37	

The foregoing resolution was introduced and moved for adoption by Council Member _____ and seconded by Council Member _____.

Voting for the Resolution:.....
Voting Against the Resolution:
Abstained from Voting:.....
Absent:

Motion carried and resolution adopted this 21st day of November 2023.

Jake Mathison, Mayor

ATTEST:

Natasha Segelstrom, City Clerk

CITY OF MORA / MORA MUNICIPAL UTILITIES
PROPOSED SPECIAL ASSESSMENTS FOR UNPAID UTILITY CHARGES
 For the Public Hearing on November 20, 2023

Parcel ID	Service Address	Balance	10% Cert Fee	To Certify	Full Billing Name
220134500	705 FOREST AVE W	\$38.12	3.81	41.93	ROATCH, WAYNE
220604500	108 VILLA DRIVE	\$1,936.76	193.68	2,130.44	LAQUA, JASON
220121500	301 WALNUT ST S	\$872.73	87.27	960.00	AMSDEN, LATANA HARRIS
TOTAL UTILITY SPECIAL ASSESSMENTS		2,847.61	284.76	3,132.37	



MEMORANDUM

Date: November 16thth, 2023
To: Mayor and City Council
From: Joseph Kohlgraf, Public Works Director
RE: Mechanic/Heavy Equipment Operator New Hire/Replacement

SUMMARY

New hire for the replacement for the Mechanic/Heavy Equipment Operator for the City of Mora-Street Department.

BACKGROUND INFORMATION

With the current absence of the mechanic/heavy equipment operator, the street department is down a staff member. Advertising has been completed and interviews with current staff and council representation for this position have also been completed. A candidate has been chosen and this candidate has accepted an offer. We recommend that the council agree to the hiring of Connor Orsburne for the Mechanic/HEO position. The starting wage will be Grade 8, Step C, \$27.05 and after successful probation completion move to Grade 8, Step D, \$27.72. This hire is needed to fill an existing position.

OPTIONS & IMPACTS

Accept employee hire recommendation of Connor Orsburne, at Grade 8, Step C, \$27.05
Do not accept recommendation at this time. This position will be left open.

RECOMMENDATIONS

Staff recommends Hiring of Connor Orsburne for the Mechanic/HEO position.

Attachments; Conditional letter of employment



CITY OF MORA MORA MUNICIPAL UTILITIES



101 Lake Street South
Mora, MN 55051-1588

ci.mora.mn.us

320.679.1511

Fax 320.679.3862

320.679.1451

November 13, 2023

Connor Orsburne
407 Wood St S
Mora, MN 55051

RE: Conditional Offer of Employment

Dear Connor:

Congratulations! On behalf of the City of Mora, I am pleased to offer you the position of Mechanic – Heavy Equipment Operator for which you applied. This offer is conditional upon satisfactory completion of a background investigation.

Below are some of the details of the offer for your information:

- **Supervisor.** In this position you will report to Joe Kohlgraf, Public Works Director. His phone number is 612-390-8217 and his email address is joe.kohlgraf@cityofmora.com.
- **Background Investigation.** Enclosed you will find a background investigation packet. Complete and return the forms to city hall. Forms can be notarized at city hall at no charge to you. You will be contacted when the background investigation is complete. If satisfactory, Mandi Yoder will contact you to schedule a time to complete new hire paperwork and to get a pre-employment drug test scheduled.
- **Start Date.** Your start date will be Monday, November 27 at 8:00am. Please report directly to city hall to complete onboarding paperwork with Mandi Yoder. Please bring two forms of identification and a voided check for direct deposit with you.
- **Probationary Period.** You will serve a six-month probationary period. During this period, you will be evaluated as to your suitability for the position.
- **Compensation and Benefits.** If accepted, your starting wage will be \$27.05 per hour which is Grade 8, Step C of the 2023 salary schedule for this position. You will be eligible for wage increases per the AFSCME collective bargaining agreement, generally upon completion of probation and on your anniversary date thereafter. A copy of the City of Mora/MMU personnel policy and AFSCME labor agreement will be provided at your orientation. This position is eligible for PERA (retirement program) and paid leave.
- **Status/Hours.** This position is classified as regular, full-time. It is a union, FLSA non-exempt position. Hours of work are based upon employer needs; and are generally 7:00 am to 3:30 pm Monday through Friday. This position requires that you be available at any hour for snow plowing or other emergency work unless a leave of absence is approved beforehand.

- **Tools.** The City of Mora will provide all tools needed to perform the essential duties of the position.

Other benefits and conditions of employment are explained in the labor agreement and personnel policy.

Please acknowledge your acceptance of this conditional offer in writing by signing below and signing the acknowledgement portion of the job description, and return it to City hall, HR, by 4:00pm on Thursday, November 16, 2023. If you have any questions, please contact Mandi Yoder at 320-225-4804 or by email at m.yoder@cityofmora.com.

Sincerely,

Joe Kohlgraf
Public Works Director

Enclosures: Criminal Background Verification
Job Description

By signing below, I acknowledge I have received the foregoing information regarding my employment offer and related pay and benefits provided in accordance with Minnesota Statutes Sec. 181.032. I understand that City of Mora employment is not for a specific term and can be terminated by me or by the City of Mora at any time for any reason, with or without cause.

The foregoing conditional offer of employment is hereby accepted.

Name - PRINTED

Date

Name - SIGNED

RETURN SIGNED COPY TO:
City of Mora, Human Resources Office
101 Lake Street South
Mora, MN 55051



MEMORANDUM

Date: November 21, 2023
 To: Mayor and City Council
 From: Natasha Segelstrom, Administrative Services Director
 RE: Assessment of Unpaid Fire Charges

SUMMARY

The attached list of unpaid charges represent past-due accounts due to the City. If approved for certification, the unpaid charges will be assessed to the respective property tax statements for taxes payable in 2024.

BACKGROUND INFORMATION

In accordance with Minnesota state law and Mora City Code §33.18, property owners have been notified of the pending certification and have the right to attend the public hearing to object to the certification of the unpaid charges.

For the purpose of certifying unpaid charges, it is the practice of the City to review past due accounts annually. The pending assessment roll for unpaid fire charges is as follows:

Property Owner	To Certify	Parcel ID:	Service Address	Type:
MTN PORTFOLIO OWNER SCMNWI, LLC	\$ 550.00	22.05855.00	900 HWY 65	Fire Call
NORTH MORA PARTNERS LTD PTN	\$ 550.00	22.06240.00	320 EVERGREEN ST	Fire Call
BIRCHWOOD INVESTMENT PROP LLC	\$ 550.00	22.01565.00	200 PARK ST S	Fire Call
FRONTIER PROPERTIES LLC	\$ 550.00	22.00860.00	431 CENTRAL AVE	Fire Call
FRONTIER PROPERTIES LLC	\$ 550.00	22.00860.00	431 CENTRAL AVE	Fire Call

\$ 2,750.00

OPTIONS & IMPACTS

After the public hearing is closed, the options are as follows:

1. Approve the attached resolutions in full.
2. Approve the attached resolutions partially.
3. Do not approve.

RECOMMENDATIONS

Motion to approve Resolution 2023-1122, *Resolution Certifying Unpaid Fire Charges*.

Attachments

Resolution Certifying Unpaid Fire Charges

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
CERTIFYING UNPAID FIRE CHARGES**

WHEREAS, pursuant to proper notice duly given as required by law, the city council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; and

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mora, Kanabec County, Minnesota that:

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands named herein.

Such certification shall be payable over a period of one year on or before the first Monday in January.

The owner of the affected property may, at any time prior to certification of unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property to the City Clerk. The taxpayer may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid of the year in which payment is made.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes or special assessments.

EXHIBIT 1

Taxpayer Name	Full Property Address	Parcel ID	Total To Certify
MTN PORTFOLIO OWNER SCMNWI, LLC	900 HWY 65	22.05855.00	\$ 550.00
NORTH MORA PARTNERS LTD PTN	320 EVERGREEN ST	22.06240.00	\$ 550.00
BIRCHWOOD INVESTMENT PROP LLC	200 PARK ST S	22.01565.00	\$ 550.00
FRONTIER PROPERTIES LLC	431 CENTRAL AVE	22.00860.00	\$ 550.00
FRONTIER PROPERTIES LLC	431 CENTRAL AVE	22.00860.00	\$ 550.00
			<u>\$ 2,750.00</u>

The foregoing resolution was introduced and moved for adoption by Council Member _____ and seconded by Council Member _____.

Voting for the Resolution:.....
Voting Against the Resolution:
Abstained from Voting:.....
Absent:

Motion carried and resolution adopted this 21th day of November 2023.

ATTEST: _____
Natasha Segelstrom, City Clerk

Jake Mathison, Mayor



MEMORANDUM

Date: November 21, 2023
 To: Mayor and City Council
 From: Natasha Segelstrom, Administrative Services Director
 RE: Assessment of Unpaid City Charges

SUMMARY

The attached list of unpaid charges represent past-due accounts due to the City of Mora. If approved for certification, the unpaid charges will be assessed to the respective property tax statements for taxes payable in 2024.

BACKGROUND INFORMATION

In accordance with Minnesota state law and Mora City Code §33.18, property owners have been notified of the pending certification and have the right to attend the public hearing to object to the certification of the unpaid charges.

For the purpose of certifying unpaid charges, it is the practice of the City of Mora to review past due accounts annually. The pending assessment roll for unpaid city charges is as follows:

Taxpayer Name	Full Property Address	Parcel ID	Total To Certify
MTN PORTFOLIO OWNER			
SCMNWI, LLC	900 HWY 65	22.05855.00	\$ 110.00
			<u>\$ 110.00</u>

OPTIONS & IMPACTS

After the public hearing is closed, the options are as follows:

- A. Approve the attached resolution in full.
- B. Approve the attached resolution partially.
- C. Do not approve the attached resolution.

RECOMMENDATIONS

Motion to approve Resolution 2023-1123, *Resolution Certifying Unpaid City Charges*.

Attachments

Resolution 2023-1123

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
CERTIFYING UNPAID CITY CHARGES**

WHEREAS, pursuant to proper notice duly given as required by law, the city council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; and

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mora, Kanabec County, Minnesota that:

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands named herein.

Such certification shall be payable over a period of one year on or before the first Monday in January.

The owner of the affected property may, at any time prior to certification of unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property to the City Clerk. The taxpayer may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid of the year in which payment is made.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes or special assessments.

EXHIBIT 1

Taxpayer Name	Full Property Address	Parcel ID	Total To Certify
MTN PORTFOLIO OWNER SCMNWI, LLC	900 HWY 65	22.05855.00	\$ 110.00
			<u>\$ 110.00</u>

The foregoing resolution was introduced and moved for adoption by Council Member _____ and seconded by Council Member _____.

Voting for the Resolution:.....
Voting Against the Resolution:
Abstained from Voting:.....
Absent:

Motion carried and resolution adopted this 21st day of November 2023.

Jake Mathison, Mayor

ATTEST:

Natasha Segelstrom, City Clerk



MEMORANDUM

Date: November 20 , 2023
To: Mayor and City Councilmembers
From: Mandi Yoder, Human Resources Director
RE: 2024 Salary Schedules, Payroll Schedule, and Pay Plan

SUMMARY

We ask the City Council to consider the approval of the 2024 Salary Schedules, Pay Plan, Payroll Schedule, and Organization Chart.

BACKGROUND

The consolidated salary schedule reflects a 3% COLA increase for 2024 based on collective bargaining agreements previously approved by the City Council and Public Utilities Commission. The pay plan shows the actual pay for each employee throughout the year, which includes the COLA and step increases.

The Organization Chart reflects the staffing plan for 2024 as budgeted.

OPTIONS IMPACTS

All salary schedules and pay plans are within the proposed budgets for 2024.

RECOMMENDATIONS

For the City Council to consider making a motion to approve the 2024 consolidated, fire, aquatic center, and board and commission salary schedules, payroll schedule, pay plan, and organization chart as presented.

*Attachments: 2024 Proposed Salary Schedules A, B, C, and D
2024 Pay Plan
2024 Payroll Schedule
2024 Organization Chart*

CITY OF MORA/MORA MUNICIPAL UTILITIES
Consolidated Salary Schedule
2024

For All Employees
Except Fire Department & Aquatic Center

Hourly Rate

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	13.93	14.28	14.64	15.01	15.39	15.77	16.15	16.56	17.00	17.41
2	15.39	15.76	16.15	16.55	16.98	17.40	17.84	18.29	18.75	19.18
3	16.56	17.00	17.41	17.84	18.30	18.75	19.20	19.68	20.17	20.70
4	18.47	18.94	19.42	19.89	20.40	20.89	21.41	21.96	22.48	23.06
5	20.75	21.26	21.78	22.33	22.89	23.44	24.04	24.66	25.26	25.89
6	22.75	23.32	23.92	24.49	25.10	25.74	26.39	27.04	27.72	28.42
7	24.43	25.06	25.69	26.32	26.97	27.63	28.34	29.05	29.78	30.50
8	26.51	27.17	27.86	28.55	29.27	30.00	30.76	31.53	32.31	33.12
8.5	27.79	28.49	29.20	29.92	30.67	31.44	32.22	33.02	33.86	34.70
9	29.03	29.76	30.49	31.25	32.03	32.84	33.66	34.51	35.39	36.24
9.5	29.95	30.70	31.45	32.23	33.03	33.87	34.71	35.58	36.46	37.40
10	31.14	31.92	32.73	33.56	34.38	35.25	36.14	37.05	37.98	38.93
11	34.45	35.34	36.19	37.09	38.03	38.98	39.94	40.94	41.97	43.02
12	37.24	38.17	39.12	40.10	41.12	42.14	43.21	44.27	45.38	46.51
13	39.81	40.80	41.82	42.86	43.93	45.03	46.17	47.32	48.49	49.72
14	43.03	44.31	45.66	47.03	48.41	49.87	51.39	52.91	54.51	56.15
15	46.90	48.41	50.01	51.62	53.31	55.05	56.83	58.68	60.56	62.54
16	51.42	53.23	55.09	57.01	59.01	61.07	63.21	65.42	67.71	70.08

Annual Rate

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	28,974	29,702	30,451	31,221	32,011	32,802	33,592	34,445	35,360	36,213
2	32,011	32,781	33,592	34,424	35,318	36,192	37,107	38,043	39,000	39,894
3	34,445	35,360	36,213	37,107	38,064	39,000	39,936	40,934	41,954	43,056
4	38,418	39,395	40,394	41,371	42,432	43,451	44,533	45,677	46,758	47,965
5	43,160	44,221	45,302	46,446	47,611	48,755	50,003	51,293	52,541	53,851
6	47,320	48,506	49,754	50,939	52,208	53,539	54,891	56,243	57,658	59,114
7	50,814	52,125	53,435	54,746	56,098	57,470	58,947	60,424	61,942	63,440
8	55,141	56,514	57,949	59,384	60,882	62,400	63,981	65,582	67,205	68,890
8.5	57,803	59,259	60,736	62,234	63,794	65,395	67,018	68,682	70,429	72,176
9	60,382	61,901	63,419	65,000	66,622	68,307	70,013	71,781	73,611	75,379
9.5	62,296	63,856	65,416	67,038	68,702	70,450	72,197	74,006	75,837	77,792
10	64,771	66,394	68,078	69,805	71,510	73,320	75,171	77,064	78,998	80,974
11	71,656	73,507	75,275	77,147	79,102	81,078	83,075	85,155	87,298	89,482
12	77,459	79,394	81,370	83,408	85,530	87,651	89,877	92,082	94,390	96,741
13	82,805	84,864	86,986	89,149	91,374	93,662	96,034	98,426	100,859	103,418
14	89,502	92,165	94,973	97,822	100,693	103,730	106,891	110,053	113,381	116,792
15	97,552	100,693	104,021	107,370	110,885	114,504	118,206	122,054	125,965	130,083
16	106,954	110,718	114,587	118,581	122,741	127,026	131,477	136,074	140,837	145,766

COLA increase over prior year: 3.00%

Certified adopted by the council on _____ and the Public
 Utilities Commission on _____
 By: Glenn Anderson, City

CITY OF MORA/MORA MUNICIPAL UTILITIES
Consolidated Salary Schedule
2024

Grade Assignments

- | | |
|--|---|
| 1.0 Summer Maintenance Worker | 9.0 Activities & Recreation Coordinator
Liquor Store Assistant Manager
Public Works Assistant Superintendent
Heavy Equipment Operator I (Lead) |
| 2.0 Liquor Store Clerk II | |
| 5.0 Janitor
Winter Maintenance Worker
Water/Wastewater Maintenance Worker | 9.5 Generator Operator/Electrician
Generator Operator/Mechanic I (Lead)
Administrative Assistant
Water/Wastewater Operator I (Lead) |
| 6.0 Liquor Store Clerk I (Lead)
Water/Wastewater Operator III (Training) | 10.0 Accountant
Human Resources Director
Liquor Store Manager
Street Supervisor
Water/Wastewater Supervisor |
| 7.0 Aquatic Center Assistant Manager
Building Inspector | |
| 8.0 Accounting Clerk
Equipment Operator/Mechanic
Mechanic
Utility Billing Clerk I
Utility Billing Clerk II | 11.0 Building Official
Community Development Planner
Public Works Superintendent
Generator Operator/Master Electrician
Line Worker (Apprentice) |
| 8.5 Generator Operator/Mechanic II
Street Supervisor
Water/Wastewater Operator II | 12.0 Administrative Services Director
Community Development Director
Line Worker 1 (Journey) |
| TBD Heavy Equipment Operator/Mechanic I (Lead) | |
| | 13.0 Electric Manager |
| | 14.0 Public Utilities Director |
| | 15.0 City Administrator/Public Utilities
General Manager |

**CITY OF MORA
Salary Schedule
2024**

MORA AQUATIC CENTER

Hourly Rate

Grade	Step A	Step B	Step C	Step D	Step E
1	11.00	11.50	12.00	12.50	13.00
2	16.00	16.50	17.00	17.50	18.00
3	15.00	15.50	16.00	16.50	17.00
4	16.00	16.50	17.00	17.50	18.00
5	17.00	17.50	18.00	18.50	19.00
6	18.00	18.50	19.00	19.50	20.00

Grade Assignments

- 1 Pool Aid
Front Desk Worker
Concession Worker
Staff Training
MAC Maintenance
- 2 Swim Instructor
- 3 Lifeguard
- 4 Head Lifeguard / Certified Instructor
- 5 Shift Supervisor
- 6 Shift Supervisor / Certified Pool Operator

COLA 0%

Certified adopted by the council on

Step increases calculated by seasons worked, not hours worked

**CITY OF MORA
Salary Schedule
2024**

MORA AREA FIRE DEPARTMENT

Officers	<u>Hourly Rate</u>		<u>Annual Salary</u>
	Base	Response	
Chief	\$10.00	\$15.00	\$ 5,000
Assistant Chief	\$10.00	\$15.00	\$ 2,000
Captain	\$10.00	\$15.00	\$ 1,500
Lieutenant	\$10.00	\$15.00	\$ 750
Secretary	\$10.00	\$15.00	\$ 900

Firefighters	<u>Hourly Rate</u>	
	Base	Response
Fire Fighter I	\$10.00	\$15.00
Fire Fighter II	\$10.00	\$13.00
Fire Fighter III (training)	\$10.00	\$10.00

Base rate covers meetings, drills, and reporting to fire station only during calls.
Response rate covers reporting to scene during calls.

Certified adopted by the council on _____.

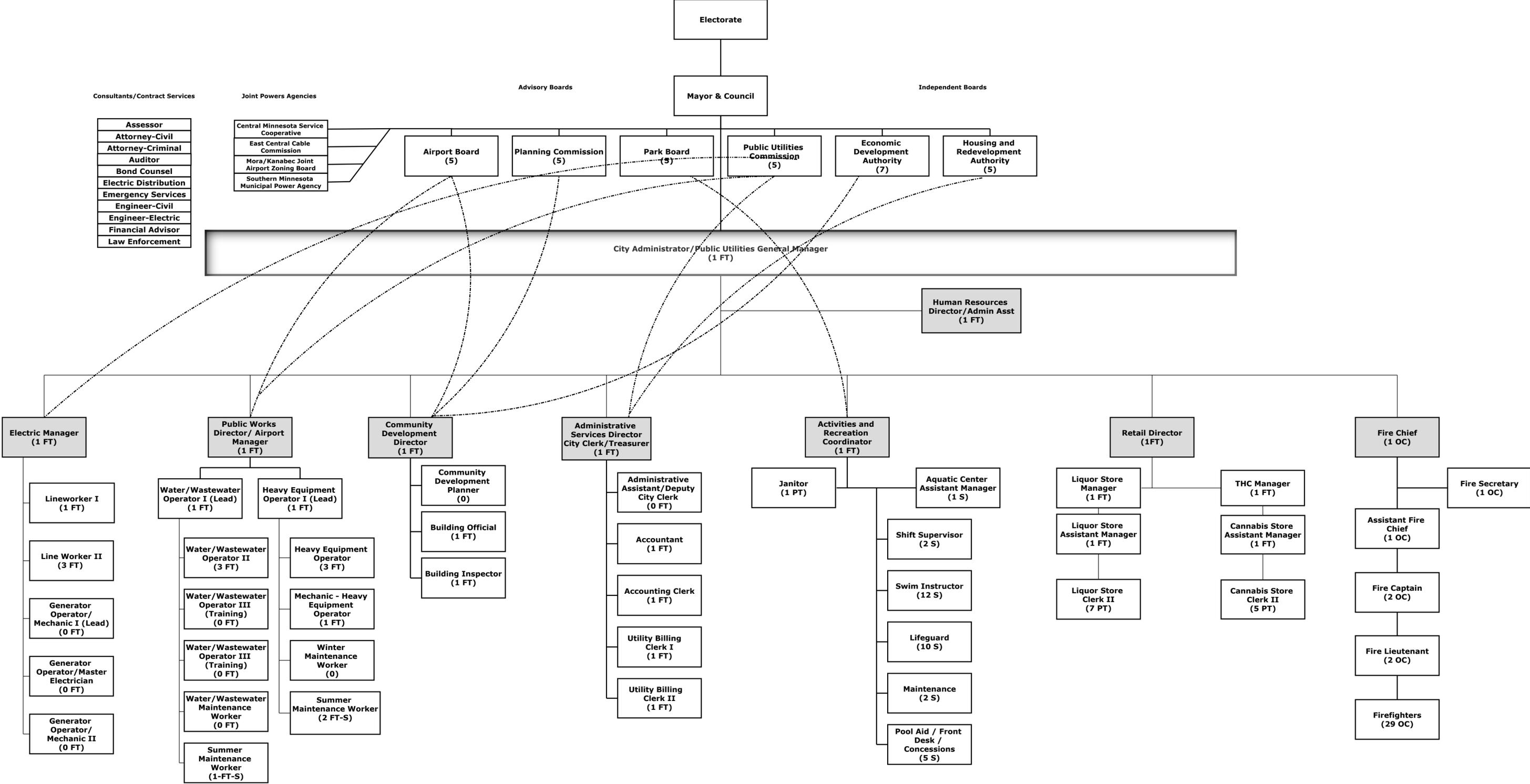
By: _____

CITY OF MORA, KANABEC COUNTY, MINNESOTA

Staff Organizational Chart

January 2024

ver. 1.0



Number indicates positions authorized
 FT = Full-Time
 PT = Part-Time
 OC = On-Call
 S = Seasonal
 -- = Staff Liaison

CITY OF MORA
Salary Schedule
2024

CITY COUNCIL
Annual Salaries

Mayor \$ 5,000
Council Member \$ 4,000

PUBLIC UTILITIES COMMISSION
Annual Salaries

Chair \$ 4,000
Commissioner \$ 3,500
Council Rep. \$ 25 per meeting

ECONOMIC DEVELOPMENT AUTHORITY
Per Meeting Wages

Commissioners & Council Rep. \$ 25

PLANNING COMMISSION
Per Meeting Wages

Commissioners & Council Rep. \$ 25

PARK BOARD
Per Meeting Wages

Commissioners & Council Rep. \$ 25

AIRPORT BOARD
Per Meeting Wages

Commissioners & Council Rep. \$ 25

Certified adopted by the council on _____.

By: _____

**CITY OF MORA/MORA MUNICIPAL UTILITIES
CONSOLIDATED PAY PLAN
2024**

Effective: 12/25/2023				PRIOR (2023)			2024 PAY PLAN							
Employee Name	Department Code	Department Name	Position Code	Position Name	Effective Date	Grade-Step	Rate	Effective Date	Grade-Step	COLA 3.00%	Step	Rate	Increase \$	Increase %
Anderson, Glenn-1	13	Adminstration	131	City Administrator	3/21/2023	15-G	55.17	12/25/2023	15-G	1.66	-	56.83	1.66	3.01%
Anderson, Glenn-2	13	Adminstration	131	City Administrator	12/25/2023	15-G	56.83	3/21/2024	15-H	-	1.85	58.68	1.85	3.26%
Segelstrom, Natasha-1	15	Finance	150	Administrative Services Director	7/6/2023	12-D	38.93	12/25/2023	12-D	1.17	-	40.10	1.17	3.01%
Segelstrom, Natasha-2	15	Finance	150	Administrative Services Director	12/25/2023	12-D	40.10	7/6/2024	12-E	-	1.02	41.12	1.02	2.54%
Yoder, Mandi-1	13	Adminstration	135	Human Resources Director	7/1/2023	10-H	35.97	12/25/2023	10-H	1.08	-	37.05	1.08	3.00%
Yoder, Mandi-2	13	Adminstration	135	Human Resources Director	12/25/2023	10-H	37.05	1/1/2023	10-I	-	0.93	37.98	0.93	2.51%
Krie, Jeff-1	13	Adminstration	510	Activies & Recreation Coordinator	5/22/2023	9-G	32.68	12/25/2023	9-G	0.98	-	33.66	0.98	3.00%
Krie, Jeff-2	13	Adminstration	510	Activies & Recreation Coordinator	12/25/2023	9-G	33.66	5/22/2024	9-H	-	0.85	34.51	0.85	2.53%
Haggenmiller, Alan-1	13	Adminstration	139	Janitor	10/20/2023	5-G	23.34	12/25/2023	5-G	0.70	-	24.04	0.70	3.00%
Haggenmiller, Alan-2	13	Adminstration	139	Janitor	12/25/2023	5-G	24.04	10/20/2024	5-H	-	0.62	24.66	0.62	2.58%
Christianson, Kelly-1	15	Finance	153	Accountant	1/18/2023	10-D	32.58	12/25/2023	10-D	0.98	-	33.56	0.98	3.01%
Christianson, Kelly-2	15	Finance	153	Accountant	12/25/2023	10-D	33.56	1/18/2024	10-E	-	0.82	34.38	0.82	2.44%
Erickson, Kelly-1	15	Finance	154	Accounting Clerk	6/5/2023	8-J	32.16	12/25/2023	8-J	0.96	-	33.12	0.96	2.99%
Erickson, Kelly-2	15	Finance	154	Accounting Clerk	12/25/2023	8-J	33.12	6/5/2024	8-J	-	-	33.12	-	0.00%
Bliss, Jessica-1	15	Finance	156	Utility Billing Clerk I	12/16/2023	8-F	29.13	12/25/2023	8-F	0.87	-	30.00	0.87	2.99%
Bliss, Jessica-2	15	Finance	156	Utility Billing Clerk I	12/25/2023	8-F	30.00	12/16/2024	8-G	-	0.76	30.76	0.76	2.53%
Gravening, Jessica-1	15	Finance	156	Utility Billing Clerk II	9/21/2023	6-E	24.37	12/25/2023	6-E	0.73	-	25.10	0.73	3.00%
Gravening, Jessica-2	15	Finance	156	Utility Billing Clerk II	12/25/2023	6-E	25.10	1/1/2024	8-E	-	4.17	29.27	4.17	16.61%
Gravening, Jessica-2	15	Finance	156	Utility Billing Clerk II	1/1/2024	8-E	25.10	9/21/2024	8-F	-	4.90	30.00	4.90	19.52%
Kohlgraf, Joe-1	31	Public Works	311	Public Works Director	1/1/2023	14-J	54.51	12/25/2023	14-J	1.64	-	56.15	1.64	3.01%
Kohlgraf, Joe-2	31	Public Works	311	Public Works Director	12/25/2023	14-J	56.15	1/1/2024	14-J	-	-	56.15	-	0.00%
Lass, Derrick-1	38	Public Works	383	Plant/Line Supervisor	3/13/2023	13-F	43.72	12/25/2023	13-F	1.31	-	45.03	1.31	3.00%
Lass, Derrick-2	38	Public Works	383	Plant/Line Supervisor	12/25/2023	13-F	45.03	3/13/2024	13-G	-	1.14	46.17	1.14	2.53%
Orsburne, Connor-1	31	Public Works	316	Mechanic/Heavy Equip Operator	11/27/2023	8-C	27.05	12/25/2023	8-C	0.81	-	27.86	0.81	2.99%
Orsburne, Connor-2	31	Public Works	316	Mechanic/Heavy Equip Operator	12/25/2023	8-C	27.86	5/17/2023	8-D	-	0.69	28.55	0.69	2.48%
Orsburne, Connor-3	31	Public Works	316	Mechanic/Heavy Equip Operator	5/17/2023	8-D	28.55	10/25/2024	8-E	-	0.72	29.27	0.72	2.52%
Heggernes, Rob-1	31	Public Works	315	Heavy Equipment Operator	1/2/2023	8-J	32.16	12/25/2023	8-J	0.96	-	33.12	0.96	2.99%
Heggernes, Rob-2	31	Public Works	315	Heavy Equipment Operator	12/25/2023	8-J	33.12	1/2/2024	8-J	-	-	33.12	-	0.00%
Quale, Jeffrey-1	31	Public Works	315	Heavy Equipment Operator	10/30/2023	8-C	27.05	12/25/2023	8-C	0.81	-	27.86	0.81	2.99%
Quale, Jeffrey-2	31	Public Works	315	Heavy Equipment Operator	12/25/2023	8-C	27.86	5/30/2023	8-D	-	0.69	28.55	0.69	2.48%
Quale, Jeffrey-3	31	Public Works	315	Heavy Equipment Operator	12/25/2023	8-D	27.86	1/22/2024	8-E	-	1.41	29.27	1.41	5.06%
Brabec, Ben-1	31	Public Works	315	Heavy Equipment Operator	3/17/2023	8-E	28.42	12/25/2023	8-E	0.85	-	29.27	0.85	2.99%
Brabec, Ben-2	31	Public Works	315	Heavy Equipment Operator	12/25/2023	8-E	29.27	3/17/2024	8-F	-	0.73	30.00	0.73	2.49%
New HE Op I (Lead)-1	31	Public Works	314	Heavy Equipment Operator I (Lead)	12/25/2023	9-E	31.10	1/9/2024	9-E	0.93	-	32.03	0.93	2.99%
New HE Op I (Lead)-2	31	Public Works	314	Heavy Equipment Operator I (Lead)	3/17/2024	9-E	32.03	7/9/2024	9-F	-	0.81	32.84	0.81	2.53%
New HE Op I (Lead)-3	31	Public Works	314	Heavy Equipment Operator I (Lead)	1/9/2024	9-F	32.84	7/9/2024	9-G	-	0.82	33.66	0.82	2.50%
Summer Maint-St&Pk	31	Public Works	319	Summer Maintenance Worker	12/26/2022	1-I	16.50	12/25/2023	1-I	0.50	-	17.00	0.50	3.03%
Summer Maint-Cem	31	Public Works	319	Summer Maintenance Worker	12/26/2022	1-I	16.50	12/25/2023	1-I	0.50	-	17.00	0.50	3.03%
Summer Maint-Airport	31	Public Works	319	Summer Maintenance Worker	12/26/2022	1-I	16.50	12/25/2023	1-I	0.50	-	17.00	0.50	3.03%
Summer Maint-W/WW	37	Public Works	319	Summer Maintenance Worker	12/26/2022	1-I	16.50	12/25/2023	1-I	0.50	-	17.00	0.50	3.03%
Mattson, Ken-1	37	Public Works	374	Water/Wastewater Operator I	1/21/2023	9.5-J	36.31	12/25/2023	9.5-J	1.09	-	37.40	1.09	3.00%
Mattson, Ken-2	37	Public Works	374	Water/Wastewater Operator I	12/25/2023	9.5-J	37.40	1/21/2024	9.5-J	-	-	37.40	-	0.00%
Ramthun, Dylan-1	37	Public Works	375	Water/Wastewater Operator II	11/17/2023	8.5-D	29.05	12/25/2023	8.5-D	0.87	-	29.92	0.87	2.99%
Ramthun, Dylan-2	37	Public Works	375	Water/Wastewater Operator II	12/25/2023	8.5-D	29.92	11/17/2024	8.5-E	-	0.75	30.67	0.75	2.51%
Priebe, Riley-1	37	Public Works	375	Water/Wastewater Operator II	8/8/2023	8.5-C	28.35	12/25/2023	8.5-C	0.85	-	29.20	0.85	3.00%
Priebe, Riley-2	37	Public Works	375	Water/Wastewater Operator II	12/25/2023	8.5-C	29.20	8/8/2024	8.5-D	-	0.72	29.92	0.72	2.47%
Kleven, Rusty-1	37	Public Works	375	Water/Wastewater Operator II	9/5/2023	8.5-I	32.87	12/25/2023	8.5-I	0.99	-	33.86	0.99	3.01%
Kleven, Rusty-2	37	Public Works	375	Water/Wastewater Operator II	3/5/2024	8.5-I	33.86	3/5/2024	8.5-J	-	0.84	34.70	0.84	2.48%
Kleven, Rusty-3	37	Public Works	375	Water/Wastewater Operator II	3/5/2024	8.5-J	34.70	9/5/2024	8.5-J	-	-	34.70	-	0.00%
Stulc, Jeremy-1	38	Public Works	389	Generator Operator/Electrician	4/17/2023	11-J	41.77	12/25/2023	11-J	1.25	-	43.02	1.25	2.99%
Stulc, Jeremy-2	38	Public Works	385	Electric Line Worker II (Aprmtc)	12/25/2023	11-J	43.02	1/1/2024	11-J	-	-	43.02	-	0.00%
Stulc, Jeremy-3	38	Public Works	384	Electric Line Worker I	1/1/2024	11-J	43.02	9/16/2023	12-J	-	3.49	46.51	3.49	8.11%
Bergstadt, Gary-1	38	Public Works	387	Generator Operator/Mechanic I	4/28/2023	9.5-J	36.31	12/25/2023	9.5-J	1.09	-	37.40	1.09	3.00%
Bergstadt, Gary-2	38	Public Works	385	Electric Line Worker II (Aprmtc)	12/25/2023	9.5-J	37.40	1/1/2024	11-J	-	5.62	43.02	5.62	15.03%

Effective: 12/25/2023				PRIOR (2023)			2024 PAY PLAN						
Employee Name	Code	Department Name	Position Name	Effective Date	Grade-Step	Rate	Effective Date	Grade-Step	COLA 3.00%	Step	Rate	Increase \$	Increase %
Felger, Matt-1	38	Public Works	388 Generator Operator/Mechanic II	10/16/2023	8.5-J	33.69	12/25/2023	8.5-J	1.01	-	34.70	1.01	3.00%
Felger, Matt-2	38	Public Works	385 Electric Line Worker II (Aprmtc)	12/25/2023	8.5-J	34.70	1/1/2024	11-J		8.32	43.02	8.32	23.98%
Winther, Dakota-1	38	Public Works	384 Electric Line Worker I	9/25/2023	12-G	41.95	12/25/2023	12-G	1.26	-	43.21	1.26	3.00%
Winther, Dakota-2	38	Public Works	384 Electric Line Worker I	12/25/2023	12-G	43.21	3/25/2024	12-H		1.06	44.27	1.06	2.45%
Winther, Dakota-3	38	Public Works	384 Electric Line Worker I	3/25/2024	12-H	44.27	9/25/2024	12-I		1.11	45.38	1.11	2.51%
MAC Assistant Manager-1	51	Aquatic Center	512 Aquatic Center Assistant Manager	8/13/2023	7-C	24.94	12/25/2023	7-D	0.75	0.63	26.32	1.38	5.53%
Shift Supervisor	51	Aquatic Center	512 Aquatic Center Assistant Manager	8/13/2023	3-C	15.48	12/25/2023	3-D	0.46	1.90	17.84	2.36	15.25%
Shift Supervisor	51	Aquatic Center	512 Aquatic Center Assistant Manager	8/13/2023	3-C	15.48	12/25/2023	3-D	0.46	1.90	17.84	2.36	15.25%
New Retail Director-1	58	Cannabis Store	570 Retail Director	10/1/2024	11-H	39.75	12/23/2024	11-H	1.19	-	40.94	1.19	2.99%
New Retail Director-2	58	Cannabis Store	570 Retail Director	12/23/2024	11-H	40.94	10/1/2025	11-I		1.03	41.97	1.03	2.52%
Krone, Julie-1	57	Liquor Store	571 Liquor Store Manager	3/9/2023	10-H	35.97	12/25/2023	10-H	1.08	-	37.05	1.08	3.00%
Krone, Julie-2	57	Liquor Store	571 Liquor Store Manager	12/25/2023	10-H	35.97	3/9/2024	10-I		2.01	37.98	2.01	5.59%
Kieser, Danielle-1	57	Liquor Store	572 Liquor Store Asst Manager	3/18/2023	9-F	31.88	12/25/2023	9-F	0.96	-	32.84	0.96	3.01%
Kieser, Danielle-2	57	Liquor Store	572 Liquor Store Asst Manager	12/25/2023	9-F	32.84	3/18/2024	9-G		0.82	33.66	0.82	2.50%
Whited, Kim-1	57	Liquor Store	576 Liquor Store Clerk II	3/21/2023	2-I	18.20	12/25/2023	2-I	0.55	-	18.75	0.55	3.02%
Whited, Kim-2	57	Liquor Store	576 Liquor Store Clerk II	12/25/2023	2-I	18.75	3/21/2024	2-J		0.43	19.18	0.43	2.29%
Kohl, John-1	57	Liquor Store	576 Liquor Store Clerk II	1/11/2023	2-D	16.07	12/25/2023	2-D	0.48	-	16.55	0.48	2.99%
Kohl, John-2	57	Liquor Store	576 Liquor Store Clerk II	12/25/2023	2-D	16.55	1/11/2024	2-E		0.43	16.98	0.43	2.60%
Kiefer, Nicole-1	57	Liquor Store	576 Liquor Store Clerk II	5/9/2023	2-C	15.68	12/25/2023	2-C	0.47	-	16.15	0.47	3.00%
Kiefer, Nicole-2	57	Liquor Store	576 Liquor Store Clerk II	12/25/2023	2-C	16.15	5/9/2024	2-D		0.40	16.55	0.40	2.48%
Seegebarth, Renee-1	57	Liquor Store	576 Liquor Store Clerk II	8/29/2023	2-C	15.68	12/25/2023	2-C	0.47	-	16.15	0.47	3.00%
Seegebarth, Renee-2	57	Liquor Store	576 Liquor Store Clerk II	12/25/2023	2-C	16.15	2/28/2024	2-D		0.40	16.55	0.40	2.48%
Speers, Cheryl-1	57	Liquor Store	576 Liquor Store Clerk II	6/28/2023	2-D	16.07	12/25/2023	2-D	0.48	-	16.55	0.48	2.99%
Speers, Cheryl-2	57	Liquor Store	576 Liquor Store Clerk II	12/25/2023	2-D	16.55	6/28/2024	2-E		0.43	16.98	0.43	2.60%
Peysar, Bryan-1	57	Liquor Store	576 Liquor Store Clerk II	8/31/2023	2-C	15.68	12/25/2023	2-C	0.47	-	16.15	0.47	3.00%
Peysar, Bryan-2	57	Liquor Store	576 Liquor Store Clerk II	12/25/2023	2-C	16.15	3/1/2024	2-D		0.40	16.55	0.40	2.48%
Potter, Sherri-1	57	Liquor Store	576 Liquor Store Clerk II	7/3/2023	2-F	16.89	12/25/2023	2-F	0.51	-	17.40	0.51	3.02%
Potter, Sherri-2	57	Liquor Store	576 Liquor Store Clerk II	12/25/2023	2-F	17.40	7/3/2024	2-G		0.44	17.84	0.44	2.53%
New Cannabis Store Mgr-	58	Cannabis Store	577 Cannabis Store Manager	10/1/2024	10-G	36.14	12/23/2024	10-G	1.08	-	37.22	1.08	2.99%
New Cannabis Store Mgr-	58	Cannabis Store	577 Cannabis Store Manager	12/23/2024	10-G	37.22	10/1/2025	10-G		-			
New Cannabis Store Assi-	58	Cannabis Store	578 Cannabis Store Asst Mngr	10/1/2024	9-A	29.03	12/23/2024	9-A	0.87	(0.87)	29.03	-	0.00%
New Cannabis Store Assi-	58	Cannabis Store	578 Cannabis Store Asst Mngr	12/23/2024	9-A	29.03	4/1/2025	9-B		-			
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	10/1/2024	2-A	15.39	12/23/2024	2-A	0.46	(0.46)	15.39	-	0.00%
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	12/23/2024	2-A	15.39	4/1/2025	2-B		-			
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	10/1/2024	2-A	15.39	12/23/2024	2-A	0.46	(0.46)	15.39	-	0.00%
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	12/23/2024	2-A	15.39	4/1/2025	2-B		-			
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	10/1/2024	2-A	15.39	12/23/2024	2-A	0.46	(0.46)	15.39	-	0.00%
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	12/23/2024	2-A	15.39	4/1/2025	2-B		-			
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	10/1/2024	2-A	15.39	12/23/2024	2-A	0.46	(0.46)	15.39	-	0.00%
New Cannabis Store Clerl	58	Cannabis Store	580 Cannabis Store Clerk II	12/23/2024	2-A	15.39	4/1/2025	2-B		-			
Faurie, Kirsten-1	64	Community Developme	641 Community Development Director	7/18/2023	12-C	37.98	12/25/2023	12-C	1.14	-	39.12	1.14	3.00%
Faurie, Kirsten-2	64	Community Developme	641 Community Development Director	12/25/2023	12-C	39.12	7/18/2024	12-D		0.98	40.10	0.98	2.51%
Christenson, Caleb-1	64	Community Developme	646 Building Official	1/21/2023	11-E	36.92	12/25/2023	11-E	1.11	-	38.03	1.11	3.01%
Christenson, Caleb-2	64	Community Developme	646 Building Official	12/25/2023	11-E	38.03	1/21/2024	11-F		0.95	38.98	0.95	2.50%

Certified adopted by the council on _____ & commission on _____
 By: _____

CITY OF MORA/MORA MUNICIPAL UTILITIES 2024 PAYROLL SCHEDULE

Pay Period	Begin Period Monday 12:01a.m.	End Period Sunday midnight	Time Cards Due Monday 9:00 a.m.	Pay Checks Deposited By Friday 4:30 p.m.
1	12/25/2023	1/7/2024	1/8/2024	1/12/2024
2	1/8/2024	1/21/2024	1/22/2024	1/26/2024
3	1/22/2024	2/4/2024	2/5/2024	2/9/2024
4	2/5/2024	2/18/2024	2/19/2024	2/23/2024
5	2/19/2024	3/3/2024	3/4/2024	3/8/2024
6	3/4/2024	3/17/2024	3/18/2024	3/22/2024
7	3/18/2024	3/31/2024	4/1/2024	4/5/2024
8	4/1/2024	4/14/2024	4/15/2024	4/19/2024
9	4/15/2024	4/28/2024	4/29/2024	5/3/2024
10	4/29/2024	5/12/2024	5/13/2024	5/17/2024
11	5/13/2024	5/26/2024	5/27/2024	5/31/2024
12	5/27/2024	6/9/2024	6/10/2024	6/14/2024
13	6/10/2024	6/23/2024	6/24/2024	6/28/2024
14	6/24/2024	7/7/2024	7/8/2024	7/12/2024
15	7/8/2024	7/21/2024	7/22/2024	7/26/2024
16	7/22/2024	8/4/2024	8/5/2024	8/9/2024
17	8/5/2024	8/18/2024	8/19/2024	8/23/2024
18	8/19/2024	9/1/2024	9/2/2024	9/6/2024
19	9/2/2024	9/15/2024	9/16/2024	9/20/2024
20	9/16/2024	9/29/2024	9/30/2024	10/4/2024
21	9/30/2024	10/13/2024	10/14/2024	10/18/2024
22	10/14/2024	10/27/2024	10/28/2024	11/1/2024
23	10/28/2024	11/10/2024	11/11/2024	11/15/2024
24	11/11/2024	11/24/2024	11/25/2024	11/29/2024
25	11/25/2024	12/8/2024	12/9/2024	12/13/2024
26	12/9/2024	12/22/2024	12/23/2024	12/27/2024

- 1) Give your time card to your supervisor as soon as possible.
- 2) Supervisors are to have time cards to the office by 9:00 a.m. on the due date.
- 3) Payroll is deposited directly into your account by the end of business on Friday.
- 4) If you wish to change your payroll deposit instructions please allow 7 days before it takes effect. Only 2 changes per year will be allowed.



MEMORANDUM

Date: November 21st, 2023
To: Mayor and City Council
From: Joseph Kohlgraf, Public Works Director
RE: Airport Fuel Line Grant Application Payment

SUMMARY

Acceptance of Submittal of Grant Application for Fuel Line Replacement.

BACKGROUND INFORMATION

The Mora Municipal Airport fuel line replacement project is a budgeted item and final payment for funding source from the Mn Department of Transportation Aeronautical is requested. The City's share of this grant project is **29,181.72**

OPTIONS & IMPACTS

Accept grant application submittal is requested to ensure final payment.

RECOMMENDATIONS

Staff recommends moving forward with the grant application submittal.

MOTION To approve Resolution No. 2023-1124 Authorization to execute Minnesota Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition.

Attachments;

**STATE OF MINNESOTA
STATE AIRPORTS FUND
GRANT AGREEMENT**

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and the City of Mora, 101 Lake Street South, Mora, MN 55051-1588 ("Grantee").

RECITALS

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to [Minn.Stat.§16B.98](#), Subd.1, Grantee agrees to minimize administrative costs as a condition of this agreement.

AGREEMENT TERMS

1 Term of Agreement, Survival of Terms, and Incorporation of Exhibits

- 1.1 **Effective Date.** This agreement will be effective on the date the State obtains all required signatures under [Minn.Stat.§16B.98](#), Subd. 5. As required by [Minn.Stat.§16B.98](#) Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State's Authorized Representative to begin the work.
- 1.2 **Expiration Date.** This agreement will expire on June 30, 2027, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers Compensation; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.
- 1.4 **Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project (State Project A3301-51), which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.
- 1.5 **Exhibits.** Exhibit A (Credit Application Form) is attached and incorporated into this agreement.

2 Grantee's Duties

- 2.1 Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State's Office of Aeronautics. Any changes to the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Grantee and the State. Subject to the availability of funds, the State may prepare an amendment to this Agreement to reimburse the Grantee for the allowable costs of qualifying change orders.
- 2.2 If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, the Grantee elects not to have such services performed by a registered engineer, then the Grantee will designate another responsible person to oversee such work.
- 2.3 Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project.
- 2.4 Grantee will comply with all required grants management policies and procedures set forth through [Minn.Stat.§16B.97](#), Subd. 4 (a) (1).
- 2.5 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.

2.6 Airport Operations, Maintenance, and Conveyance. Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (d) (1), the Grantee will operate the Airport as a licensed, municipally-owned public airport at all times of the year for a period of 20 years from the date the Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property that is purchased or improved with State funds. If the State approves such a transfer or change in use, the Grantee must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.

3 Time

3.1 Grantee must comply with all the time requirements described in this agreement. In the performance of this grant agreement, time is of the essence.

4 Cost and Payment

4.1 **Cost Participation.** Costs for the Project will be proportionate and allocated as follows:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Grantee Share</u>
Fuel Tank Rehabilitation	0%	70%	30%
Federal Committed:	\$ 0.00		
Federal Multiyear:	\$ 0.00		
State:	\$ <u>68,090.69</u>		
Grantee:	\$ <u>29,181.72</u>		

The federal multiyear amount is an estimate only. These funds are not committed and are only available after being made so by the U.S. Government. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Grantee has complied with all terms of this Agreement and furnished all necessary records.

4.2 Blank.

4.3 **Sufficiency of Funds.** Pursuant to Minnesota Rules 8800.2500, the Grantee certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Grantee has the legal authority to engage in the Project as proposed.

4.4 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed \$ 68,090.69.

4.5 Payment

4.5.1 **Invoices.** Grantee will submit invoices for payment by email. Exhibit A, which is attached and incorporated into this agreement, is the form Grantee will use to submit invoices. The State's Authorized Representative, as named in this agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices will be submitted timely and according to the following schedule: Reimbursement request schedule: continuous as needed.

4.5.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

4.5.3 **State's Payment Requirements.** State will promptly pay all valid obligations under this agreement as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten days of discovering the error. After State receives the corrected invoice, State will pay Grantee within 30 days of receipt of such invoice.

4.5.4 **Grantee Payment Requirements.** Grantee must pay all contractors under this agreement promptly. Grantee will make undisputed payments no later than 30 days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within 30 days of

receipt of such invoice.

4.5.5 Grant Monitoring Visit and Financial Reconciliation. During the period of performance, the State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.5.5.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.

4.5.5.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.5.5.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.5.6 Closeout. The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.5.7 Closeout Deliverables. At the close of the Project, the Grantee must provide the following deliverables to the State before the final payment due under this Agreement will be released by the State: (1) Electronic files of construction plans as a PDF and in a MicroStation compatible format; and (2) Electronic files of as-builts as a PDF and in a MicroStation compatible format. (3) Electronic files of planning documents (Airport Layout Plans – ALP) and Airport Zoning as a PDF and in a MicroStation compatible format and in GIS.

4.6 Contracting and Bidding Requirements. Prior to publication, Grantee will submit to State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to State all contracts and subcontracts funded by this agreement between Grantee and third parties. State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten business days.

5 Conditions of Payment

All services provided by Grantee under this agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. In addition, Grantee will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

6 Authorized Representatives

6.1 The State's Authorized Representative is:

Daniel Boerner, Central Region Airport Engineer, 395 John Ireland Blvd, St. Paul, MN , 55155, Phone 612-427-3858, dan.boerner@state.mn.us, or his/her successor. State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Blank

6.3 Grantee's Authorized Representative is:

Glenn Anderson, City Administrator, 101 Lake Street South, Mora, MN 55051-1588, Phone 320-679-1511, g.anderson@cityofmora.com. If Grantee's Authorized Representative changes at any time during this agreement, Grantee will immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Agreement Complete

7.1 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.

7.2 Amendments. Any amendments to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors

in office.

- 7.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to subsequently enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.
- 7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 7.6 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8 Liability

In the performance of this agreement, and to the extent permitted by law, Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for the State's failure to fulfill its obligations under this agreement.

9 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this grant agreement or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10 Government Data Practices and Intellectual Property Rights

10.1 **Government Data Practices.** Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to in this section 10.1, Grantee must immediately notify the State. The State will give Grantee instructions concerning the release of the data to the requesting party before the data is released. Grantee's response to the request shall comply with applicable law.

10.2 Intellectual Property Rights.

10.2.1 **Intellectual Property Rights.** State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this agreement. The Documents will be the exclusive property of State, and Grantee upon completion or cancellation of this agreement must immediately return all such Documents to State. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." Grantee assigns all right, title and interest it may have in the Works and the Documents to State. Grantee must, at the request of State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

10.2.2 Obligations

10.2.2.1 **Notification.** Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this agreement, Grantee will

immediately give State's Authorized Representative written notice thereof and must promptly furnish State's Authorized Representative with complete information and/or disclosure thereon.

- 10.2.2.2 **Representation.** Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless State, at Grantee's expense, from any action or claim brought against State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in Grantee's or State's opinion is likely to arise, Grantee must, at State's discretion, either procure for State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11 Workers Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 **Publicity.** Any publicity regarding the subject matter of this agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the Grantee's website when practicable.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this agreement. Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination; Suspension

14.1 **Termination by the State.** The State may terminate this agreement at any time, with or without cause, upon written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this agreement if:

14.3.1 It does not obtain funding from the Minnesota Legislature; or

14.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent

that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14.4 Suspension. The State may immediately suspend this agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Fund Use Prohibited. The Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Grantee from utilizing these funds to pay any party who might be disqualified or debarred after the Grantee's contract award on this Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.

17 Discrimination Prohibited by Minnesota Statutes §181.59. Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

18 Limitation. Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Grantee, however, the Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

19 Blank.

20 Title VI/Non-discrimination Assurances. Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. The Grantee must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

21 Additional Provisions
[Intentionally left blank.]

[The remainder of this page has intentionally been left blank.]

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15 and § 16C.05.

Signed: _____

Date: _____

SWIFT Contract/PO No(s). _____

GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____
(with delegated authority)

Title: _____

Date: _____

**DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT**

By: _____

Date: _____

MINNESOTA DEPARTMENT OF TRANSPORTATION
 OFFICE OF AERONAUTICS
 395 JOHN IRELAND BOULEVARD, MS 410
 ST. PAUL, MINNESOTA 55155-1800
 airportdevelopment@state.mn.us

Airport Name _____

State Project No. _____

Federal Project No. _____

Mn/DOT Agreement No. _____

CREDIT APPLICATION

TO THE DIRECTOR, OFFICE OF AERONAUTICS:

Itemized statement of cash expenditures for which credit is claimed:

For period beginning _____, 20____; ending _____, 20____.

Warrant Number	Date Issued	Name or Description	Unit	Rate	Total Time or Quantity	Amount
Total Expenditures						

***FINAL/PARTIAL (CIRCLE ONE)**

NOTE: PLEASE SEPARATE ENGINEERING COSTS FROM OTHER COSTS.

Municipality _____

By _____

Title _____

*FOR ALL ITEMS INCLUDED IN THIS AGREEMENT

(Complete Form On Reverse Side)

STATE OF _____

COUNTY OF _____

_____, being first duly sworn, deposes and says that he/she is the _____ of the Municipality of _____, in the County of _____, State of Minnesota; that he/she has prepared the foregoing Credit Application, knows the contents thereof, that the same is a true and accurate record of disbursements made, and that the same is true of his/her own knowledge; and that this application is made by authority of the municipal council (or board) of said Municipality.

Signature

Subscribed and sworn to before me

this _____ day of _____, 20____.

NOTARY PUBLIC

My Commission Expires: _____

RESOLUTION

**AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
EXCLUDING LAND ACQUISITION**

It is resolved by the City of Mora as follows:

1. That the state of Minnesota Agreement No. 1053805,
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for
State Project No. A3301-51 at the Mora Municipal Airport is accepted.
2. That the _____ and _____ are
(Title) (Title)
authorized to execute this Agreement and any amendments on behalf of the
City of Mora.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF _____

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

(Name of the Recipient)

at an authorized meeting held on the _____ day of _____, 20____
as shown by the minutes of the meeting in my possession.

Signature: _____
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: _____



MEMORANDUM

Date: November 21, 2023
To: Mayor and City Council
From: Kirsten Faurie, Community Development Director
RE: Conditional Use Permit for Solar Energy System – 711 Fair Oaks Dr.

SUMMARY

The City Council will consider granting a conditional use permit to allow a Solar Energy System in the R-1 Single Family Residential District at 711 Fair Oaks Dr.

BACKGROUND INFORMATION

All Energy Solar, applicant, and Paul Stenberg, property owner, have applied for a Conditional Use Permit (CUP) to allow a *Solar Energy System* to be located in the R-1 Single Family Residential District. The subject site is located at 711 Fair Oaks Dr. The proposed project includes the installation of a 15-panel, 4.725kW ac solar array, including nine photovoltaic modules mounted on the roof of the home.

The Zoning Code encourages the use of renewable energy systems, including solar energy systems, which have a positive impact on energy conservation with limited adverse impact on nearby properties. The Zoning Code provides general standards for Solar Energy Systems and the proposed system was reviewed by city and utility staff as well as the city's electrical engineer to determine compliance with these standards. Staff finds that the proposed system complies with the general standards and no concerns have been identified.

The property owner is required by the Zoning Code and the state to enter into an interconnection agreement with the local electric utility company (MMU) and obtain a building permit prior to installation. The applicant submitted an interconnection application and the city's electrical engineer has approved the application with conditions. These conditions have been incorporated into the draft resolution.

The Planning Commission conducted a public hearing for this request at its November 13, 2023 meeting. No members of the public expressed opposition to the proposed CUP. The commission recommended approval.

OPTIONS & IMPACTS

1. Approve the CUP with conditions as presented or amended.
2. Deny the CUP, providing specific reasons for denial for the written record.
3. Table the request for further consideration. The review period for this request expires on December 11, 2023; if the Council tables the request, staff will exercise the city's statutory right to extend the review period by 60 days.

RECOMMENDATION

Motion to approve as presented or amended.

Attachments

Site plan

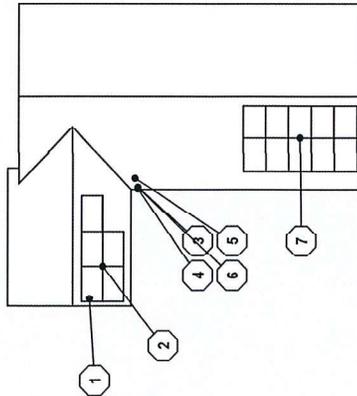
Proposed Resolution No. 2023-1125



76885



1234 ENERGY LANE
ST PAUL, MN 55108
(800) 620-3370



Fair Oaks Dr

Fair Oaks Dr



Map data ©2023

1 SITE PLAN
PV-2
SCALE: 1" = 20'

GENERAL NOTES

- 1 EQUIPMENT LIKELY TO BE WORKED UPON WHILE ENERGIZED SHALL BE INSTALLED IN LOCATIONS THAT SATISFY MIN. WORKING CLEARANCES PER NEC 110.26.
- 2 24/7 UNSCORTED KEYLESS ACCESS SHALL BE PROVIDED TO ALL CITY OF MORA. (MIN) EQUIPMENT.
- 3 CONTRACTOR SHALL USE ONLY COMPONENTS LISTED BY A NATIONALLY RECOGNIZED TESTING LABORATORY FOR THE INTENDED USE.
- 4 CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL EQUIPMENT, CABLES, ADDITIONAL CONDUITS, RACEWAYS, AND OTHER ACCESSORIES NECESSARY FOR A COMPLETE AND OPERATIONAL PV SYSTEM.
- 5 ALL EXPOSED PV ROOFTOP CONDUCTORS NOT UNDER THE ARRAY SHALL BE PROTECTED BY A RACEWAY WITH A LISTED JUNCTION BOX AT BOTH ENDS AND COMPLY WITH NEC 690.31(A).
- 6 ALL EMT CONDUIT FITTINGS SHALL BE LISTED AS WEATHERPROOF FITTINGS AND INSTALLED TO ENSURE A RAIN-TIGHT FIT, PER NEC 358.42.

- 1 (N) TRANSITION BOX, OUTDOOR; OUTPUT CIRCUIT CONDUCTORS SHALL BE RUN IN EMT CONDUIT THROUGH THE INTERIOR OF THE BUILDING
- 2 (N) PROPOSED ROOF-MOUNTED PV ARRAY, 3/12 (22.6°) SLOPED ROOF; (5) REC SOLAR REC420AA PURE-R MODULES (BLACK FRAME, BLACK BACKSHEET), 180° AZIMUTH
- 3 (N) AC COMBINER (C1), OUTDOOR
- 4 (E) UTILITY METER, OUTDOOR
- 5 (E) MAIN SERVICE PANEL (MSP), INDOOR
- 6 (N) VISIBLE-OPEN TYPE, LOCKABLE, READILY ACCESSIBLE, LABELED UTILITY PV DISCONNECT LOCATED WITHIN 10 FT OF UTILITY METER (SWT), OUTDOOR
- 7 (N) PROPOSED ROOF-MOUNTED PV ARRAY, 3/12 (22.6°) SLOPED ROOF; (10) REC SOLAR REC420AA PURE-R MODULES (BLACK FRAME, BLACK BACKSHEET), 270° AZIMUTH
- 8 ALL ARRAY CIRCUITS SHALL BE ROUTED THROUGH THE INTERIOR OF THE BUILDING, AND WHERE POSSIBLE, ALONG THE BOTTOM OF LOAD-BEARING MEMBERS. NO CONDUIT SHALL BE INSTALLED ABOVE THE ROOF.

DocuSigned by:

[Signature]
BC27B3947FBD4B3...

GRID-TIED PV SYSTEM
STENBERG RESIDENCE
711 FAIR OAKS DR
MORA, MN 55051

Account: 06-01035000-00-1
Meter: 57762142

SITE PLAN

DOC ID: FBD4E6-

DATE: 8/22/23

CREATOR: A.F.

REVIEWER:

REVISIONS

PV-2

RESOLUTION NO. 2023-1125

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, APPROVING A CONDITIONAL USE PERMIT ALLOWING A *SOLAR ENERGY SYSTEM* TO BE LOCATED IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AS REQUESTED BY ALL ENERGY SOLAR

WHEREAS, All Energy Solar, applicant, and Paul Stenberg, property owner, submitted an application dated received October 12, 2023 and considered complete on October 12, 2023 for a Conditional Use Permit allowing a *Solar Energy System* to be located in the R-1 Single Family Residential District; and

WHEREAS, the subject property is located at 711 Fair Oaks Dr., and

WHEREAS, the subject property is legally described as:

PID 22-05100-00

Lot Eight (8), Block Three (3), Kohner's 2nd Addition to Village of Mora, Kanabec County, Minnesota.

WHEREAS, notice was provided and on November 13, 2023, the Planning Commission conducted a public hearing regarding this application, at which it heard from the Community Development Director and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the request; and

WHEREAS, the City Council considered the request and the Planning Commission's recommendation at its November 21, 2023 meeting and made the following finding as required by Zoning Code §150.036 Conditional Uses, Subd. E Standards:

Criteria #1 The use is consistent with the purposes and intent of the Zoning Code and the purposes and intent of the zoning district in which the applicant intends to locate the proposed use.

Finding #1 The Zoning Code identifies the proposed use of Solar Energy System as a Conditional Use within the R-1 Single Family Residential District and the proposed use complies with all district regulations. Further, the Zoning Code encourages the use of renewable energy systems, including solar energy systems, which have a positive impact on energy conservation with limited adverse impact on nearby properties. Therefore, the proposed use is consistent with the intent of the Zoning Code and R-1 Single Family Residential District.

Criteria #2 The use is in keeping with the Comprehensive Plan and the policies thereof.

Finding #2 The city's current Comprehensive Plan, adopted in 2021, does not address the use of Solar Energy Systems. However, the proposed use aligns with the Comprehensive Plan goals to: improve and protect the physical environment of the community as a setting for human activities, making it more attractive, healthful and efficient; and maintain a high level of public services in an efficient manner that minimizes the tax burden on Mora's residents, businesses and industries.

Criteria #3 The use will not cause undue traffic congestion or hazards.

Finding #3 Given that the proposed Solar Energy System is a flush-mount system located on a structure roof, the proposed use will have no impact on traffic and will not cause undue traffic congestion in the general area.

Criteria #4 The use will be adequately served by public utilities and all other necessary public facilities and services.

Finding #4 The property is currently served by municipal water, sewer, and electric service; and, the property is adequately served by all other public services, including public streets and emergency services.

Criteria #5 The structure and the site shall have an appearance that will not have an adverse effect upon adjacent properties.

Finding #5 The proposed Solar Energy System is a flush-mount system located on a structure roof with little to no visibility from adjacent properties. There is no evidence to suggest that the appearance will have an adverse effect upon adjacent properties.

Criteria #6 The use will be sufficiently compatible by distance or screened from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.

Finding #6 The proposed use will have little to no visibility from adjacent residential properties. The city believes that the proposed use is compatible by virtue of its roof-top location.

Criteria #7 The use will not jeopardize the public's health, safety or general welfare.

Finding #7 There is no evidence to suggest that the proposed use will jeopardize the public's health, safety or general welfare.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mora, MN hereby approves the Conditional Use Permit subject to the following conditions:

1. The Solar Energy System shall be installed in conformance with the plans and specifications dated received October 12, 2023. Any major deviation, as determined by city staff, shall require further review and approval by the City Council.
2. The property owner is required to enter into an interconnection agreement with Mora Municipal Utilities.
3. Inclusion of a production meter which measures the solar output, which should be installed between the utility disconnect and the main service panel 30A breaker. The expense of equipment and labor shall be the responsibility of the property owner.
4. The applicant and/or property owner shall coordinate with Mora Municipal Utilities electric utility staff regarding:
 - a. Updated documentation showing inclusion of the production meter on the one-line diagram and site plan.
 - b. Installation and location of required visible/lockable disconnect and metering equipment and associated labeling.
 - c. Verification of inverter equipment and related protection per submittal.
 - d. Acceptance testing of the installation prior to commercial operation.
5. The Solar Energy System shall be certified by Underwriters Laboratories, Inc. and comply with the requirements of the International Building Codes and Minnesota State Building Codes.

6. Issuance of a building permit is required prior to installation. The manufacturer's specifications must be submitted with the building permit application.
7. The manufacturer's specifications must be on-site and available to city and utility staff at all times during installation and inspections.
8. If the property owner re-roofs the structure at any time while the solar panels are located on the roof, the color of the new roofing materials must be the same as or similar to the color of the solar panels.
9. This Conditional Use Permit shall be utilized and all conditions shall be met within one year of recording or the Conditional Use Permit shall become null and void.
10. If the Solar Energy System becomes inoperable for 12 successive months, the system shall be deemed abandoned and a public nuisance. The property owner shall remove the abandoned system and all associated equipment at their expense after obtaining a demolition permit. Removal must be completed within 90 days following the 12 month period.

The foregoing resolution was introduced and moved for approval by Council Member _____ and seconded by Council Member _____.

Voting for the resolution:
 Voting against the resolution:.....
 Abstained from voting:
 Absent:

Motion carried and resolution adopted this 21st day of November, 2023.

 Jake Mathison, Mayor

ATTEST: _____
 Glenn Anderson, City Administrator



MEMORANDUM

Date: November 21, 2023
To: Mayor and City Council
From: Kirsten Faurie, Community Development Director
RE: Conditional Use Permit – Recovering Hope Treatment Center

SUMMARY

The City Council will consider granting a conditional use permit to allow a Residential Facility Serving More than Six Unrelated Persons to be located in the R-3 Multiple Dwelling District.

BACKGROUND INFORMATION

Ray Ludowese of Recovering Hope Treatment Center (RHTC) has submitted a request for a Conditional Use Permit (CUP) to allow a *Residential Facility Serving More than Six Unrelated Persons* at a property located on Hope Lane. RHTC offers residential and outpatient substance use disorder treatment, and mental health treatment services.

Mr. Ludowese has been issued a building permit to construct two pre-fabricated homes on the site with attached garages. Mr. Ludowese is in the process of constructing these two single-family style homes with plans to construct two more. Each home has a main level and a basement. There are eight bedrooms in each home. The homes are intended for RHTC's outpatient clients with a maximum of two clients per bedroom for a total of 16 clients per house. For the intensive outpatient program, the residents are required to have a job and/or be a full time student. They are required to attend 20 hours of outpatient services per week.

The parcel (PID 22.08060.10) is 39.49 acres and is adjacent to the existing Recovering Hope Treatment Center at 2031 Rowland Road. Hope Lane will be a 20 foot wide, privately owned and maintained road. It is the intent to black top the road in the spring of 2024.

A public hearing notice was published in the Nov. 2, 2023 edition of the *Kanabec County Times* and notices were mailed to all property owners within 350 feet of the subject property. Staff did not receive any comments from the public regarding the proposed project.

A request for comments was distributed to city staff. No concerns were identified by the Public Works Director, City Administrator, Building Official, or Fire Chief.

The Planning Commission conducted a public hearing for this request at its November 13, 2023 meeting. No members of the public expressed opposition to the proposed CUP. The commission recommended approval.

One additional item came to the attention of city staff after the Planning Commission's approval and staff is recommending the City Council amend the CUP to include the addition of Condition #6:

6. *The applicant will coordinate the extension of city water and sanitary sewer lines with the City's Public Works Director, as well as establish the appropriate utility easements along Hope Lane.*

Memorandum

OPTIONS & IMPACTS

1. Approve the CUP with conditions as presented or amended.
2. Deny the CUP, providing specific reasons for denial for the written record.
3. Table the request for further consideration. The review period for this request expires on December 26, 2023; if the Council tables the request, staff will exercise the city's statutory right to extend the review period by 60 days.

RECOMMENDATION

Motion to approve the CUP with the addition of Condition #6: *The applicant will coordinate the extension of city water and sanitary sewer lines with the City's Public Works Director, as well as establish the appropriate utility easements along Hope Lane.*

Attachments

Site plan

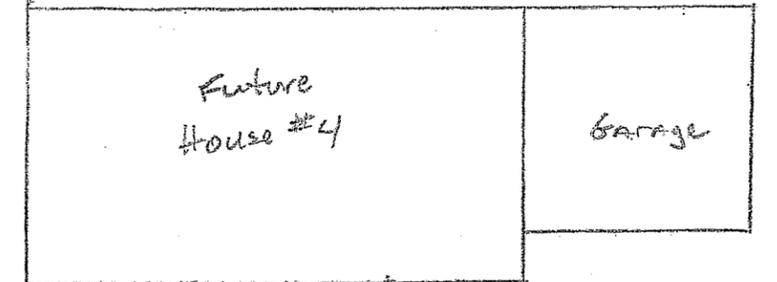
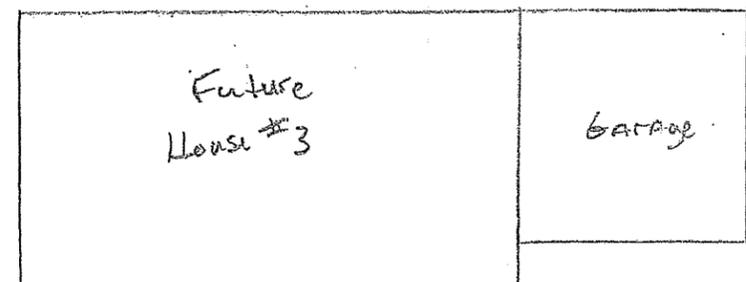
Map

Proposed Resolution No. 2023-1126

Proposed Houses



Existing Rowland Road



East + West Property Line (Approx 900'0")

Water 2" (Stub)
Sewer 6" (Stub)
Nat Gas (Stub)

Hope Lane

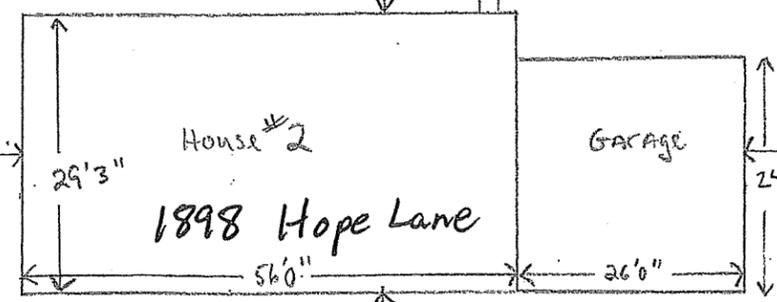
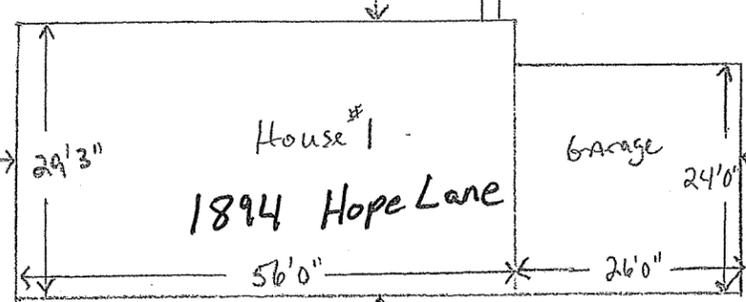
Hope Ln.
New Road

Approx
Mud hole
Sanitary

Nat Gas
Sewer 6"
Water 2"

Sanitary
Sewer
Mud hole

4" stub
4" would be
better with
west stubs
added.?

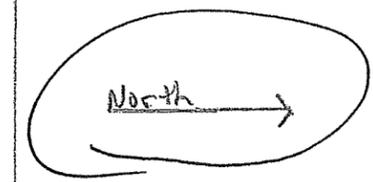


50'0"
Property Line

30'0" Property Line

30'0" Property Line

North - South Property Line (274'0")



RESOLUTION NO. 2023-1126

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, APPROVING A
CONDITIONAL USE PERMIT TO ALLOW A RESIDENTIAL FACILITY SERVING MORE THAN SIX UNRELATED
PERSONS TO BE LOCATED IN THE R-3 (MULTIPLE DWELLING) DISTRICT
AS REQUESTED BY RAY LUDOWESE**

WHEREAS, Ray Ludowese applicant, and property owner, Recovering Hope Treatment Center, submitted an application dated received October 27, 2023 and considered complete on October 27, 2023 for a Conditional Use Permit to allow a *Residential Facility Serving More than Six Unrelated Persons* to be located in the R-3 (Multiple Dwelling) District; and

WHEREAS, the property upon which the request is being made is generally located west of the intersection of Rowland Road and Commercial Place and is legally described as:

PID 22-08060-10

That part of the North Half of Northwest Quarter of Section 23, Township 39, Range 24, Kanabec County, Minnesota, described as follows: Commencing at the Northeast corner of said North Half of Northwest Quarter; thence on an assumed bearing of North 89 degrees 56 minutes 32 seconds East along the North line of the Northeast Quarter of said Section 23 a distance of 46.6 feet to the center line of State Highway 65; thence South 0 degrees 00 minutes 49 seconds East along the center line of State Highway 65 a distance of 535.0 feet; thence South 89 degrees 59 minutes 11 seconds West 90.0 feet to the West right of way line of said State Highway 65 per the recorded DOT right of way Plat No. 33-2; thence continuing South 89 degrees 59 minutes 11 seconds West 300.00 feet to the point of beginning of the property to be described; thence South 0 degrees 00 minutes 49 seconds East 72.0 feet; thence South 89 degrees 59 minutes 11 seconds West 343.0 feet to Point "A"; thence South 0 degrees 00 minutes 49 seconds East 713.22 feet to the South line of said North Half of Northwest Quarter; thence North 89 degrees 54 minutes 52 seconds West along said South line 1911.59 feet to the Southwest corner of said North Half of Northwest Quarter; thence North 1 degree 30 minutes 26 seconds West along the West line of said North Half of the Northwest Quarter a distance of 1329.62 feet to the Northwest corner of said North Half of Northwest Quarter; thence South 89 degrees 44 minutes 46 seconds East along said North line 912.27 feet to Point "B"; thence Southerly deflecting to the right 96 degrees 40 minutes bearing South 6 degrees 55 minutes 14 seconds West 332.25 feet to the South line of the North 330 feet of said North Half of Northwest Quarter, this point is Point "C"; thence South 89 degrees 44 minutes 46 seconds East along the South line of said North 330 feet a distance of 1417.33 feet to the intersection with a line that bears North 0 degrees 00 minutes 49 seconds West from the point of beginning, this point is Point "D"; thence South 0 degrees 00 minutes 49 seconds East 206.56 feet to the point of beginning.

Subject to a 20 foot utility easement which lies within a distance of 20 feet to the West of a line that begins at Point "D" described above: thence South 0 degrees 00 minutes 49 seconds East 315 feet and said line there terminating.

Subject to and together with a 66 foot roadway and utility easement being 33 feet on each side of the line from Point "B" to Point "C" described above.

Together with a 78 foot roadway and utility easement which lies within a distance of 78 feet to the South of a line that begins at Point "A" described above; thence North 89 degrees 59 minutes 11 seconds East 643.0 feet to said West right of way line of State Highway No. 65 and said line there terminating.

EXCEPT:

That part of the North Half of Northwest Quarter of Section 23, Township 39, Range 24, described as follows: Commencing at the Northeast Quarter of said North Half of Northwest Quarter; thence on an

assumed bearing of North 89 degrees 56 minutes 32 seconds East along the North line of the Northeast Quarter of said Section 23 a distance of 46.6 feet to the center line of State Highway 65; thence South 0 degrees 00 minutes 49 seconds East along the center line of State Highway 65 a distance of 535.0 feet; thence South 89 degrees 59 minutes 11 seconds West 90.0 feet to the West right of way line of said State Highway 65 per the recorded DOT Right of Way Plat No. 33-2; thence continuing South 89 degrees 59 minutes 11 seconds West 300.0 feet; thence South 0 degrees 00 minutes 49 seconds East 72.0 feet to the point of beginning of the property to be described; thence South 89 degrees 59 minutes 11 seconds West 270 feet, more or less, to the intersection with the Southerly extension of the West line of Block 1 of the recorded plat of LITTLE RANCHES 1ST ADDITION; thence Northerly, along said West line extended, 280 feet, more or less, to the Southwest corner of said Block 1; thence Easterly, along the South line of said Block 1, a distance of 270 feet to the Southeast corner of said Block 1; thence South 0 degrees 00 minutes 49 seconds East 278.56 feet, more or less, to the point of beginning. Subject to a 20 foot utility easement which lies within a distance of 20 feet to the West of a line that begins at the Southeast corner of said Block 1; thence South 0 degrees 00 minutes 49 seconds East 315 feet and said line there terminating.

AND ALSO EXCEPT:

That part of the South 280.00 feet of the North 610.00 feet of the Northwest Quarter of Section 23, Township 39, Range 24, lying between the Southerly extension of the East line of Block 2, LITTLE RANCHES FIRST ADDITION according to the recorded plat thereof and the Southerly extension of the West line of the East 180.00 feet of said Block 2. Reserving an easement for drainage purposes to the grantor and public over the North 60.00 feet thereof.

AND ALSO EXCEPT:

That part of the South 160 feet of the Northeast Quarter of the Northwest Quarter of Section 23, Township 39, Range 24, Kanabec County, Minnesota lying west of a line described as follows: Commencing at the northeast corner of said Northwest Quarter; thence on an assumed bearing of North 89 degrees 56 minutes 32 seconds East along the north line of the Northeast Quarter of said Section 23 a distance of 46.6 feet to the center line of State Highway No. 65, thence South 00 degrees 00 minutes 49 seconds East along the center line of State Highway No. 65 a distance of 535.0 feet; thence South 89 degrees 59 minutes 11 seconds West 90.0 feet to the west right of way line of said State Highway No. 65, per the recorded Department of Transportation Right of Way plat No. 33-2; thence continuing South 89 degrees 59 minutes 11 seconds West 300.0 feet; thence South 00 degrees 00 minutes 49 seconds East 72.0 feet; thence South 89 degrees 59 minutes 11 seconds West 343.0 feet; thence South 00 degrees 00 minutes 49 seconds East 713.22 feet to the south line of said North Half of the Northwest Quarter and there terminating.

WHEREAS, notice was provided and on November 13, 2023, the Planning Commission conducted a public hearing regarding this application, at which it heard from the Community Development Director and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the request; and

WHEREAS, the City Council considered the request and the Planning Commission's recommendation at its November 21, 2023 meeting and made the following finding as required by Zoning Code §150.036 Conditional Uses, Subd. E Standards:

Criteria #1 The use is consistent with the purposes and intent of the Zoning Code and the purposes and intent of the zoning district in which the applicant intends to locate the proposed use.

- Finding #1 The Zoning Code identifies the proposed use of Residential Facilities Serving More than Six Unrelated Persons as a Conditional Use within the R-3 District and the proposed use is consistent with the intent of the zoning district.*
- Criteria #2 The use is in keeping with the Comprehensive Plan and the policies thereof.
Finding #2 The Comprehensive Plan Land Use Map identifies the subject site as Medium Density Residential. The proposed use complies with the Comprehensive Plan designation and policies.
- Criteria #3 The use will not cause undue traffic congestion or hazards.
Finding #3 Based on the information provided by the applicants, the proposed use will not generate enough traffic to cause undue traffic congestion or hazards.
- Criteria #4 The use will be adequately served by public utilities and all other necessary public facilities and services.
Finding #4 The property will be served by municipal water and sewer, and will be serviced by all other public services.
- Criteria #5 The structure and the site shall have an appearance that will not have an adverse effect upon adjacent properties.
Finding #5 The structures are designed as aesthetically pleasing. There is no evidence to suggest that the appearance of the proposed structure will have an adverse effect upon adjacent properties.
- Criteria #6 The use will be sufficiently compatible by distance or screened from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.
Finding #6 The proposed facility is considered a residential use and does not require any screening from other residentially used or zoned properties.
- Criteria #7 The use will not jeopardize the public's health, safety or general welfare.
Finding #7 There is no evidence to suggest that the proposed use will jeopardize the public's health, safety or general welfare.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mora, MN hereby approves the Conditional Use Permit subject to the following conditions:

1. The applicant shall build no more than four homes housing no more than 16 clients each. If the applicants wish to increase the total number of homes and residents in each, the applicants shall be required to apply for and obtain an Amendment to this Conditional use Permit.
2. The applicants shall apply for and obtain a building permit prior to construction.
3. The applicants shall coordinate the extension of water and sanitary sewer lines with the City's Public Works Director.
4. The Conditional Use Permit shall be utilized and all conditions shall be met within one year of recording or the Conditional Use Permit shall become null and void.
5. Due to the road being a private road, nearby parking at the main campus, and other unique aspects of the use, no additional off-street parking is being required.

6. The applicant will coordinate the extension of city water and sanitary sewer lines with the City's Public Works Director, as well as establish the appropriate utility easements along Hope Lane.

The foregoing resolution was introduced and moved for approval by Council Member _____ and seconded by Council Member _____.

Voting for the resolution:

Voting against the resolution:.....

Abstained from voting:

Absent:

Motion carried and resolution adopted this 21st day of November, 2023.

Jake Mathison, Mayor

ATTEST: _____
Glenn Anderson, City Administrator



MEMORANDUM

Date: November 21, 2023
To: Mayor and City Council
From: Kirsten Faurie, Community Development Director
RE: 2023 Tax Abatement Report – Northland Process Piping

SUMMARY

The City Council will receive a tax abatement report from Northland Process Piping, determine if the business has met its job creation goal, and authorize the annual abatement payment. Because NPP is in the middle of a job creation period, the business will automatically receive an abatement payment in December.

BACKGROUND INFORMATION

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

NPP is required to create 15 permanent FTE jobs meeting specific wage and benefit requirements over the course of the 12-year abatement period. The Business Subsidy Agreement provides a specific timeline for job creation, with a minimum of three FTE jobs being created in each two year period beginning in 2017 (jobs created in 2015 and 2016 were used to meet MN Investment Fund job creation goals). **Because the 2023 annual Tax Abatement Report falls in the middle of a job creation period (January 1, 2023 – December 31, 2024), the report will not be used to determine whether or not the abatement payment will be made; it is simply a tool to monitor progress.**

The attached 2023 report shows the business currently has 36 FTE jobs, compared to 28 FTE jobs in 2022. The report shows that NPP is actively trying to fill an additional 12 positions. Per the terms of the Business Subsidy Agreement, the business is eligible to receive a Tax Abatement payment in December (90% of the city's portion of property taxes collected in 2023) upon confirmation from the Kanabec County Auditor-Treasurer's office that 2023 taxes have been paid in full.

The EDA reviewed the tax abatement report at its November 8th meeting.

RECOMMENDATION

Motion to accept the 2023 tax abatement report submitted by Northland Process Piping and authorize the annual abatement payment in December.

Attachments

2023 Tax Abatement Report, Northland Process Piping

**Northland Process Piping
Tax Abatement Report
10.30.2023**

Job Creation Goal:

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

- 3 FTE jobs between January 1, 2017 and December 31, 2018
- 3 FTE jobs between January 1, 2019 and December 31, 2020
- 3 FTE jobs between January 1, 2021 and December 31, 2022
- 3 FTE jobs between January 1, 2023 and December 31, 2024
- 3 FTE jobs between January 1, 2025 and December 31, 2026

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

Job Creation Summary:

Benefits Offered:

Indicate total # of employees accepting each benefit:

Dental Insurance	12
Life Insurance	0
Health Insurance	14
Retirement	1
Other	23

Employment Data:

Base employment (Isle)	54
Total jobs created at Mora facility	36
Jobs created for MIF	18
Jobs created for Tax Abatement	18
Jobs <u>not</u> meeting compensation reqt	0

	Job Title	Annual Hours	Hiring Date	Hourly Value of Benefits	Hourly Wage	Total Compensation
	Office	2080	08/01/19	\$8.79	\$24.52	\$33.31
1	Office	2080	08/01/18	\$8.79	\$17.60	\$26.39
2	Laborer	2080	01/15/21	\$1.00	\$17.60	\$18.60
3	Welder	2080	09/25/18	\$8.79	\$18.46	\$27.25
4	Grinder	2080	04/03/18	\$1.00	\$18.17	\$19.17
5	Laborer	2080	06/04/18	\$8.41	\$18.46	\$26.87
6	Grinder	2080	05/09/16	\$8.41	\$17.60	\$26.01
7	Laborer	2080	10/26/15	\$1.00	\$17.60	\$18.60
8	Welder	2080	08/29/16	\$8.41	\$21.92	\$30.33
9	Welder	2080	04/27/15	\$8.45	\$24.23	\$32.68
10	Welder	2080	06/29/15	\$1.00	\$21.92	\$22.92
11	Machine Operator	2080	04/06/15	\$8.79	\$21.35	\$30.14
12	Welder	2080	09/08/15	\$8.79	\$21.35	\$30.14
13	Maintenance	2080	11/30/16	\$0.00	\$19.90	\$19.90
14	Shipping / Receiving	2080	05/14/15	\$8.79	\$19.62	\$28.41
15	Welder	2080	03/05/15	\$1.00	\$20.77	\$21.77
16	Welder	2080	11/24/14	\$1.00	\$24.81	\$25.81
17	Laborer	2080	06/08/15	\$1.00	\$17.31	\$18.31
18	Office	2080	03/02/15	\$8.45	\$17.31	\$25.76
19	Office	2080	08/10/15	\$8.79	\$27.69	\$36.48
20	Laborer	2080	05/20/15	\$1.00	\$17.31	\$18.31
21	Welder	2080	01/13/15	\$1.00	\$25.62	\$26.62
22	Welder	2080	07/08/15	\$1.00	\$21.06	\$22.06
23	Office	2080	09/19/21	\$1.00	\$18.58	\$19.58
24	Welder	2080	01/13/15	\$1.00	\$25.62	\$26.62
25	Welder	2080	06/14/21	\$1.00	\$21.06	\$22.06
26	Office	2080	09/01/17	\$1.00	\$18.58	\$19.58
27	Project Estimator	2080	10/01/23	\$8.79	\$26.50	\$35.29
28	Laborer	2080	05/20/15	\$1.00	\$17.31	\$18.31

Positions Created Not Filled				
1	Position Type	Quantity	Status	Annual Hours
2	TIG Welders/Fabricators	4	Open	2080
5	Inside Sales	1	Open	2080
6	Custodian/Laborer	2	Open	2080
8	Mechanical Drafter	1	Open	2080
9	Material Handler/Inventory Clerk	1	Open	2080
11	Grinder/Finisher	2	Open	2080
13	Maintenance Technician	1	Open	2080
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25	Total Open and Active	12		

Job Creation Information Provided By:

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


Signature of Business Representative

Business Development Manager
Title

10.30.2023
Date



MEMORANDUM

Date: November 21, 2023
To: Mayor and City Council
From: Kirsten Faurie, Community Development Director
RE: 2023 Tax Abatement Report – JCF Properties, LLC

SUMMARY

The City Council will receive a tax abatement report from JCF Properties, LLC, determine if the business has met its goal of creating residential dwelling units, and authorize the annual abatement payment.

BACKGROUND INFORMATION

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

The Business Subsidy Agreement provides a specific dollar amount per unit per year abatement payment formula (\$100 / unit / year), based on the number of units available for occupancy as of November 1st each year. Abatement payments will never exceed the amount of taxes payable to and collected by the city for that year.

The attached report shows that JCF had 21 residential dwelling units available for occupancy as of October 5th this year, which means the business is eligible to receive a tax abatement payment of \$2,100.00 in December, if the City Council accepts the tax abatement report and upon confirmation from the Kanabec County Auditor-Treasurer's office that 2023 taxes have been paid in full. The city's portion of property taxes collected in 2023 was \$4,214.12, which means that the city is still generating \$2,114.12 in tax revenue while offering the financial incentive.

The EDA reviewed the tax abatement report at its November 8th meeting and recommended that the council authorize the annual abatement payment of \$2,100.00 to JCF in December.

OPTIONS & IMPACTS

1. If the City Council determines that JCF has met its residential unit goal, the council is obligated to make an abatement payment in December per the terms of the Business Subsidy Agreement.
2. If the City Council determines that JCF has not met its residential unit goal, the Business Subsidy Agreement becomes null and void and no future payments shall be provided to the business.

RECOMMENDATIONS

Motion to accept the 2023 tax abatement report submitted by JCF Properties, LLC and authorize the annual abatement payment of \$2,100.00 in December.

Attachments

2023 Tax Abatement Report, JCF Properties

October 5, 2023

City of Mora & Kanabec County
101 Lake Street S.
Mora, MN 55051

2023
Re: ~~2022~~ Tax Abatement Report

Per the Business Subsidy Agreement between the City of Mora, Kanabec County and JCF Properties, LLC for abatement of property taxes for 1819 Highway 65, Mora, MN 55051, I hereby submit this annual report for the city's review and consideration. As of October 5, 2023, 21 residential units were available for occupancy.

Respectfully,

John C Fuhr
John C. Fuhr
JCF Properties, LLC

RECEIVED

OCT 05 2023

KF



MEMORANDUM

Date November 7th, 2023
To Mayor and City Council
From Mora Area Fire Department Truck Committee, Joe Kohlgraf
RE Fire tender #6 sale

SUMMARY

Approve sale of #2,000-gallon tender for #6 tender replacement.

BACKGROUND INFORMATION

The Mora Fire Department truck committee has purchased a used tender (#5) and feel at this time, we can sell #6 tender. This would be done through bid-to-buy out of Oglivie. Below is the reasoning from the prior request.

“We are also asking to purchase a replacement for #6 tender now with a used tender to help extend the cycle of purchases out and to replace issues that are starting to show with increased repair and maintenance. Tender #6 no longer has “new” replacement parts available. This brand or truck has become obsolete and any major repairs that are needed are made with used or junked out parts.”

After discussion, MAFD truck committee staff feels comfortable with approving the sale of this truck.

OPTIONS IMPACTS

1. Approve sale of #6 tender through bid-to-buy and put sales income toward FIF-trucks.

RECOMMENDATIONS

Direct staff to move forward with sale and put monies received into Fire FIF- truck fund

Attachments: None



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MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Greg Anderson, PE (Lic. MN)

DATE: November 15, 2023

RE: Project Updates
SEH No. MORA0 173807 14.00

TH 65 at 9th Street – Left Turn Lane Project

- TH 65 has been widened for the turn lane north of Industrial Road and all lifts of bituminous placed on the widened section.
- Temporary pavement markings re-establishing the bypass lane for northbound traffic for the winter will be completed later this week.
- The U.S. Corps of Engineers permit for wetland impacts has been received for the widening south of Industrial Road.
- A change order extending the project completion dates for the work south of Industrial Road was approved at the October council meeting.
- Work will resume on the project in June of 2024.
- We have been in contact with the school district on the project schedule change.

TH 65 Bike Trail Extension

- The project is complete, and Application for Payment #1 is on the council agenda for approval.
- A project walk-through was completed with public works. A punchlist will be generated and sent to the contractor.

Mora Lake Outlet Pipe/Maple Avenue Reconstruction Project – No new update

- SEH and City staff meet with the Kanabec County Engineer in late June to discuss the project and schedule.
- Kanabec County is planning their road project for 2025.
- Kanabec County would be open to the City completing the utility replacement and lake outlet pipe project in 2024 as long as the road is repaved for winter.

Rowland Road Utility Extension – Recovering Hope

- The City sanitary sewer and water main extensions will be completed by the end of the month.

ah

x:\ko\m\mora0\173807\1-gen\14-corr\project update memo 2023 11 15.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

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November 15, 2023

RE: Mora, Minnesota
TH 65 Bike Trail Extension
SEH No. MORA0 170150

Natasha Segelstrom
City of Mora
101 Lake Street South
Mora, MN 55051

Please find enclosed Application for Payment No. 1 for the referenced project. The quantities completed to date have been reviewed and we hereby recommend approval for payment to New Look Contracting, Inc. in the amount of \$184,223.26. This amount represents the work completed and material on hand, with 5% held for retainage.

If approved, please sign and forward payment, along with a copy of the signed pay application, to New Look Contracting, Inc., retaining the original for City records.

Please don't hesitate to contact me with any questions or comments. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Anderson".

Greg Anderson, PE
City Engineer

ah
Enclosures

x:\ko\m\mora0\170150\7-const-svcs\73-app-pym\afp\afp 1\letter to owner.docx

Engineers | Architects | Planners | Scientists

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Application for Payment
(Unit Price Contract)
No. 1

Eng. Project No.: MORA0 170150

Location: Mora, Minnesota

Contractor <u>New Look Contracting, Inc.</u>	Contract Date <u>July 31, 2023</u>
<u>14045 Northdale Blvd,</u>	
<u>Rogers, MN 55374</u>	Contract Amount <u>\$ 164,665.00</u>

Contract for TH 65 Bike Trail Extension

Application Date <u>11/9/23</u>	For Period Ending <u>11/9/23</u>
---------------------------------	----------------------------------

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	MOBILIZATION	LS	1	1	\$12,500.00	\$12,500.00
2	SALVAGE SIGN	EACH	4	8	\$50.00	\$400.00
3	REMOVE PIPE APRON	EACH	1	1	\$500.00	\$500.00
4	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	16	14	\$25.00	\$350.00
5	REMOVE PIPE SEWER	LIN FT	8	13.6	\$50.00	\$680.00
6	REMOVE BITUMINOUS PAVEMENT	SQ YD	3	21.1	\$250.00	\$5,275.00
7	EXCAVATION - COMMON (CV) (P)	CU YD	811	811	\$10.00	\$8,110.00
8	COMMON BORROW (CV)	CU YD	1350	941.43	\$17.50	\$16,475.03
8	EMBANKMENT - COMMON (CV)	CU YD	456	456	\$7.50	\$3,420.00
9	AGGREGATE SURFACING (CV) CLASS 3	CU YD	39	207.88	\$100.00	\$20,788.00
10	WATER (TURF ESTABLISHMENT)	M GAL	1	0	\$1.00	
11	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	206	584.4	\$35.00	\$20,454.00
12	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	102	102	\$150.00	\$15,300.00
13	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	102	108.97	\$150.00	\$16,345.50
14	PIPE BEDDING MATERIAL (CV)	CY	24	24	\$100.00	\$2,400.00
15	12" RC PIPE APRON	EACH	2	2	\$2,000.00	\$4,000.00
16	27" RC PIPE APRON	EACH	1	1	\$3,000.00	\$3,000.00
17	30" RC PIPE APRON	EACH	2	2	\$4,000.00	\$8,000.00
18	INSTALL PIPE APRON	EACH	5	5	\$1.00	\$5.00
19	12" RC PIPE SEWER DES 3006 CL III	LIN FT	39	24	\$80.00	\$1,920.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
20	27" RC PIPE SEWER DES 3006 CL III	LIN FT	78	<u>77.1</u>	\$138.00	<u>\$10,639.80</u>
21	30" RC PIPE SEWER DES 3006 CL III	LIN FT	76	<u>64</u>	\$165.00	<u>\$10,560.00</u>
22	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 48" DIA.	LF	5.8	<u>3.35</u>	\$1,000.00	<u>\$3,350.00</u>
23	CASTING ASSEMBLY, R-1733	EACH	1	<u>1</u>	\$1,000.00	<u>\$1,000.00</u>
24	6" CONCRETE WALK	SF	160	<u>214</u>	\$25.00	<u>\$5,350.00</u>
25	TRAFFIC CONTROL	LS	1	<u>1</u>	\$1,650.00	<u>\$1,650.00</u>
26	INSTALL SIGN	EACH	4	<u>3</u>	\$565.00	<u>\$1,695.00</u>
27	STORM DRAIN INLET PROTECTION	EACH	2	<u>2</u>	\$175.00	<u>\$350.00</u>
28	SILT FENCE, TYPE MS	LIN FT	963	<u>1162.3</u>	\$3.00	<u>\$3,486.90</u>
29	COMMON TOPSOIL BORROW (CV) (P)	CU YD	100	<u>140</u>	\$40.00	<u>\$5,600.00</u>
30	EROSION CONTROL BLANKETS CATEGORY 3N	SY	2007	<u>2930</u>	\$3.00	<u>\$8,790.00</u>
31	EROSION CONTROL BLANKETS CATEGORY 3N	ACRE	0.5	<u>0.61</u>	\$2,500.00	<u>\$1,525.00</u>
Total Contract Amount						<u>\$193,919.23</u>

Application for Payment (continued)

Total Contract Amount	\$ <u>164,665.00</u>	Total Amount Earned	\$ <u>193,919.23</u>
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete _____	_____
Contract Change Order No. _____		Percent Complete _____	_____
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>193,919.23</u>
AFP No. 1: _____ AFP No. 6: _____		LESS <u>5</u> % RETAINAGE	\$ <u>9,695.96</u>
AFP No. 2: _____ AFP No. 7: _____		AMOUNT DUE TO DATE	\$ <u>184,223.26</u>
AFP No. 3: _____ AFP No. 8: _____		LESS PREVIOUS APPLICATIONS	\$ _____
AFP No. 4: _____ AFP No. 9: _____		AMOUNT DUE THIS APPLICATION	\$ <u>184,223.26</u>
AFP No. 5: _____			

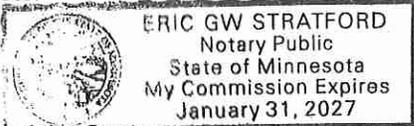
CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, TH 65 Bike Trail Extension, Mora, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 11/14, 2023 New Look Contracting, Inc.
(Contractor)

COUNTY OF Hennepin)
STATE OF Minnesota) SS By Ethan Washburn Assistant Project Manager
(Name and Title)

Before me on this 14 day of November, 2023, personally appeared _____
Ethan Washburn known to be, who being duly sworn did depose and say that he is the Assistant PM (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires _____

[Signature]
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

Short Elliott Hendrickson Inc.

[Signature] By Greg Anderson, PE

Date November 15, 2023

City of Mora

_____ By _____

Date _____



Building a Better World
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November 15, 2023

RE: Mora, Minnesota
Left Turn Lane on TH 65 at 9th Street
SEH No. MORA0 169235

Honorable Mayor and Council
City of Mora
101 Lake Street South
Mora, MN 55051

Please find enclosed Application for Payment No. 3 for the referenced project. The quantities completed to date have been reviewed and we hereby recommend approval for payment to ACM LLC in the amount of \$80,763.42. This amount represents 67% of the work completed and material on hand, with 5% held for retainage.

If approved, please sign and forward payment, along with a copy of the signed pay application, to ACM LLC, retaining the original for City records.

Please don't hesitate to contact me with any questions or comments. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Anderson".

Greg Anderson
Project Manager

ah
Enclosures

x:\ko\m\mora0\169235\7-const-svcs\73-app-pym\afp\afp #2\afp 2 to owner.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

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Application for Payment
(Unit Price Contract)
No. 3

Eng. Project No.: MORA0 169235

Location: Mora, Minnesota

Contractor <u>ACM LLC</u>	Contract Date <u>August 2, 2023</u>
<u>5751 357th Ave NW,</u>	
<u>Princeton, MN 55371</u>	Contract Amount <u>\$ 393,650.96</u>

Contract for Left Turn Lane on TH 65 at 9th Street

Application Date 11/15/23 For Period Ending 11/15/23

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	MOBILIZATION	LS	1	1	\$41,000.00	\$41,000.00
2	CLEARING	EACH	10	20	\$300.00	\$6,000.00
3	GRUBBING	EACH	10	20	\$400.00	\$8,000.00
4	PAVEMENT MARKING REMOVAL	SF	3720	462	\$2.70	\$1,247.40
5	REMOVE ANCHORAGE ASSEMBLY - CABLE	EACH	1	0	\$3,000.00	
6	SALVAGE PIPE APRON	EACH	1	0	\$300.00	
7	SALVAGE LIGHTING UNIT	EACH	1	1	\$2,200.00	\$2,200.00
8	SALVAGE SIGN	EACH	2	2	\$65.00	\$130.00
9	REMOVE PIPE APRON	EACH	9	8	\$600.00	\$4,800.00
10	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	1459	1459	\$3.49	\$5,091.91
11	REMOVE PIPE SEWER	LIN FT	196	196	\$89.00	\$17,444.00
12	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	291	291	\$7.00	\$2,037.00
13	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	341	341	\$7.00	\$2,387.00
14	MUCK EXCAVATION	CU YD	707	0	\$16.00	
15	EXCAVATION - COMMON (CV) (P)	CU YD	2259	1694	\$10.00	\$16,940.00
16	EXCAVATION - SUBGRADE (CV) (P)	CU YD	100	75	\$11.00	\$825.00
17	EMBANKMENT - COMMON (CV) (P)	CU YD	1092	655	\$16.00	\$10,480.00
18	GEOTEXTILE FABRIC TYPE 5	SY	850	0	\$9.00	
19	SUBGRADE PERPARATION	RD STA	14	11	\$278.00	\$3,058.00
20	AGGREGATE SURFACING (CV) CLASS 6	CU YD	45	34.17	\$52.00	\$1,776.84
21	COMMON BORROW (CV)	CU YD	150	0	\$56.00	
22	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	12	0	\$130.00	
23	WATER (TURF ESTABLISHMENT)	M GAL	100	0	\$15.00	

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
24	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	1118	839	\$29.00	\$24,331.00
25	MILL BITUMINOUS SURFACE (2.0")	SY	87	58.2	\$4.50	\$261.90
26	MILLED RUMBLE STRIPS	LF	2255	0	\$0.60	
27	MILLED SINUSOIDAL RUMBLE STRIPS	LF	1000	0	\$0.70	
28	TYPE SP 9.5 WEARING COURSE MIX (2,C) (DRIVEWAY) (P)	TON	53	53	\$213.00	\$11,289.00
29	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	305	224.66	\$145.00	\$32,575.70
30	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	211	207.87	\$129.25	\$26,867.20
31	18" RC PIPE APRON	EACH	8	8	\$541.00	\$4,328.00
32	INSTALL PIPE APRON	EACH	1	0	\$436.00	
33	18" RC PIPE SEWER DES 3006 CL III	LIN FT	194	194	\$75.00	\$14,550.00
34	42" RC PIPE SEWER DES 3006 CL III	LIN FT	31	0	\$245.00	
35	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 72" DIA.	LF	11.3	0	\$735.00	
36	CASTING ASSEMBLY, R-1733 (STORM) W/PE BARRIER	EACH	1	0	\$1,200.00	
37	INSTALL LIGHT POLE	EACH	1	1	\$3,500.00	\$3,500.00
38	ANCHORAGE ASSEMBLY - TENSION CABLE	EACH	1	0	\$6,200.00	
39	RECONSTRUCT 3-CABLE GUARDRAIL	LF	204	0	\$46.00	
40	TRAFFIC CONTROL	LS	1	0.7	\$6,300.00	\$4,410.00
41	SIGN PANELS TYPE C	SQ FT	13	0	\$45.00	
42	FURNISH SIGN POSTS	EACH	2	0	\$160.00	
43	INSTALL SIGN	EACH	4	2	\$630.00	\$1,260.00
44	STORM DRAIN INLET PROTECTION	EACH	5	4	\$124.00	\$496.00
45	SILT FENCE, TYPE MS	LIN FT	1154	332	\$6.00	\$1,992.00
46	COMMON TOPSOIL BORROW (CV) (P)	CU YD	580	435	\$9.00	\$3,915.00
47	EROSION CONTROL BLANKETS CATEGORY 3N	SY	1140	2334.89	\$1.96	\$4,576.38
48	SEEDING	ACRE	0.7	0.48	\$400.00	\$192.00
49	PAVT MSSG PERF THERMO GR IN	SF	67	0	\$34.00	
50	6" SOLID LINE PAINT GR IN (WR)	LF	2339	0	\$1.35	
51	6" DBL SOLID LINE PAINT GR IN (WR)	LF	3050	1804	\$2.55	\$4,600.20
52	6" BROKEN SOLID LINE PAINT GR IN (WR)	LF	805	0	\$1.35	
53	24" SOLID LINE PERF THERMO GR IN	LF	237	0	\$31.00	
Total Contract Amount						\$262,561.53

Application for Payment (continued)

Total Contract Amount	\$ <u>393,650.96</u>	Total Amount Earned	\$ <u>262,561.53</u>
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete	_____
Contract Change Order No. _____		Percent Complete	_____
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>262,561.53</u>
AFP No. 1: <u>79,676.89</u>	AFP No. 6: _____	LESS <u>5</u> % RETAINAGE	\$ <u>13,128.08</u>
AFP No. 2: <u>88,993.15</u>	AFP No. 7: _____	AMOUNT DUE TO DATE	\$ <u>249,433.46</u>
AFP No. 3: _____	AFP No. 8: _____	LESS PREVIOUS APPLICATIONS	\$ <u>168,670.04</u>
AFP No. 4: _____	AFP No. 9: _____	AMOUNT DUE THIS APPLICATION	\$ <u>80,763.42</u>
AFP No. 5: _____			

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Payment under said contract, Left Turn Lane on TH 65 at 9th Street, Mora, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 11/15, 2023

ACM LLC
(Contractor)
[Signature]
By CURT CHRISTENSEN ESTIMATOR
(Name and Title)

COUNTY OF WASHINGTON)
STATE OF MINNESOTA) SS

Before me on this 15 day of November, 2023, personally appeared Curtis Christensen known to be, who being duly sworn did depose and say that he is the Estimator (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires



[Signature]

(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due

[Signature]

Short Elliott Hendrickson Inc.

By Greg Anderson, PE
Date November 15, 2023

City of Mora

By _____
Date _____

CITY OF MORA



Financial Reports

General Fund
Storm Water Utility Fund
Fire Fund
Cemetery Fund
Liquor Fund

September 30, 2023
[unaudited]

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CITY OF MORA
Fund Budgetary Performance
For the Quarter Ended September 30, 2023

	2023 YTD Budget	2023 YTD Actual	2023 YTD Balance	2023 % YTD Budget
GENERAL FUND				
Revenues	4,714,290.00	2,041,433.07	2,672,856.93	43.30%
Expenditures	4,720,967.00	2,693,777.39	2,027,189.61	57.06%
Surplus/(Deficit)		(652,344.32)		
STORM WATER FUND				
Revenues	114,800.00	96,478.70	18,321.30	84.04%
Expenditures	82,473.00	50,992.43	31,480.57	61.83%
Surplus/(Deficit)		45,486.27		
FIRE FUND				
Revenues	200,116.00	196,933.41	3,182.59	98.41%
Expenditures	209,411.00	279,060.34	(69,649.34)	133.26%
Surplus/(Deficit)		(82,126.93)		
CEMETERY FUND				
Revenues	46,600.00	52,530.88	(5,930.88)	112.73%
Expenditures	83,305.00	34,347.05	48,957.95	41.23%
Surplus/(Deficit)		18,183.83		
LIQUOR FUND				
Revenues	4,127,000.00	3,382,226.83	744,773.17	81.95%
Expenditures	4,182,140.00	3,273,436.00	908,704.00	78.27%
Surplus/(Deficit)		108,790.83		
TOTAL ALL FUNDS				
Revenues	9,202,806.00	5,769,602.89	3,433,203.11	62.69%
Expenditures	9,278,296.00	6,331,613.21	2,946,682.79	68.24%
Surplus/(Deficit)		(562,010.32)		



CITY OF MORA
BALANCE SHEET
 Current Period: September 2023

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
101 GENERAL FUND				
G 101-11011 Cash NNB Checking	\$614,659.42	\$3,311,872.05	\$4,005,486.64	-\$78,955.17
G 101-11013 Petty Cash	\$100.00	\$0.00	\$0.00	\$100.00
G 101-11014 ChangeFund/AirportVending/	\$37.00	\$0.00	\$0.00	\$37.00
G 101-11015 Pool Change	\$0.00	\$700.00	\$700.00	\$0.00
G 101-11018 Cash FCB HI-FI	\$91,518.11	\$51.60	\$0.00	\$91,569.71
G 101-11020 Investments	\$1,517,675.40	\$28,790.51	\$2,293.47	\$1,544,172.44
G 101-11041 Interest Receivable	\$7,143.83	\$0.00	\$0.00	\$7,143.83
G 101-11052 Taxes Receivable-Delinquent	\$28,095.02	\$0.00	\$0.00	\$28,095.02
G 101-11151 Accounts Receivable	\$24,781.31	\$113,765.02	\$133,617.65	\$4,928.68
G 101-11154 Return Checks	\$0.00	\$0.00	\$0.00	\$0.00
G 101-11212 Special Assess Rec - Unamort	\$11,599.44	\$0.00	\$288.75	\$11,310.69
G 101-11213 Special Assess Rec - Amortize	\$0.00	\$0.00	\$0.00	\$0.00
G 101-11551 Prepaid Ins	\$26,576.23	\$57,721.65	\$69,867.49	\$14,430.39
G 101-13325 Advance To TIF District 1-11	\$57,259.57	\$0.00	\$3,802.02	\$53,457.55
G 101-13330 Advance to Mora HRA 2019	\$0.00	\$0.00	\$0.00	\$0.00
G 101-13335 Advance to Mora HRA 2021	\$127,199.57	\$0.00	\$18,213.31	\$108,986.26
A	\$2,506,644.90	\$3,512,900.83	\$4,234,269.33	\$1,785,276.40
G 101-20900 Advance From Electric Fund	-\$129,198.12	\$0.00	\$0.00	-\$129,198.12
G 101-21600 Accrued Wages/Salaries Paya	-\$13,714.89	\$0.00	\$0.00	-\$13,714.89
G 101-21707 Union Dues-AFSCME	-\$0.03	\$5,304.10	\$5,304.10	-\$0.03
G 101-21730 Garnishment	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21740 Flexible Spending Accounts	\$0.00	\$11,851.52	\$12,101.36	-\$249.84
G 101-22021 Accounts Payable	-\$40,638.77	\$40,638.77	\$0.00	\$0.00
G 101-22025 Landscape Deposit	-\$10,200.00	\$10,200.00	\$3,000.00	-\$3,000.00
G 101-22081 Surcharge - Building Permit	-\$1,670.23	\$799.90	\$900.60	-\$1,770.93
G 101-22082 Sales Tax Payable	-\$1.76	\$3,782.32	\$9,735.49	-\$5,954.93
G 101-22161 Accrued Vac-Sick Wages	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22171 Federal Withholding	\$0.00	\$99,526.60	\$99,576.60	-\$50.00
G 101-22172 State Withholding	\$0.00	\$60,952.40	\$60,902.40	\$50.00
G 101-22173 FICA Tax Withholding	-\$2,120.47	\$194,324.40	\$194,324.40	-\$2,120.47
G 101-22174 PERA	-\$2,644.29	\$214,722.82	\$214,722.82	-\$2,644.29
G 101-22176 Medicare	-\$495.97	\$45,447.44	\$45,447.44	-\$495.97
G 101-22177 Group Health Insurance	-\$10,629.49	\$271,353.63	\$246,578.88	\$14,145.26
G 101-22178 Life Insurance	\$152.29	\$2,950.05	\$2,936.20	\$166.14
G 101-22179 VEBA or HSA Contributions	-\$477.35	\$29,922.84	\$29,923.00	-\$477.51
G 101-22180 Deferred Compensation Paya	\$0.00	\$28,700.00	\$28,700.00	\$0.00
G 101-22181 NCPERS - Life Ins	\$0.00	\$2,672.00	\$2,672.00	\$0.00
G 101-22182 The Equitable - Def Comp	\$0.00	\$630.00	\$630.00	\$0.00
G 101-22183 Health Care Savings Plan	\$0.00	\$21,737.96	\$21,737.96	\$0.00
G 101-22184 Child Support Payments	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22185 ICMA	\$0.00	\$3,355.00	\$3,355.00	\$0.00
G 101-22186 AFLAC	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22187 Delta Dental	-\$42.68	\$10,140.41	\$9,152.98	\$944.75
G 101-22200 Wellness Account	-\$354.67	\$0.00	\$0.00	-\$354.67
G 101-22201 Deposits	-\$12,600.00	\$7,960.00	\$4,110.00	-\$8,750.00
G 101-22223 Deferred Revenues - Tax_As	-\$39,694.46	\$288.75	\$0.00	-\$39,405.71
G 101-22224 Deferred Revenues - Other	\$0.00	\$220.50	\$2,646.00	-\$2,425.50
G 101-22281 Other Liabilities	\$0.00	\$1,010,236.32	\$1,010,236.32	\$0.00
L	-\$264,330.89	\$2,077,717.73	\$2,008,693.55	-\$195,306.71
G 101-24204 Fund Bal-Undes/Net Asset (en	-\$2,242,314.01	\$2,720,208.12	\$2,067,863.80	-\$1,589,969.69
E	-\$2,242,314.01	\$2,720,208.12	\$2,067,863.80	-\$1,589,969.69



CITY OF MORA
BALANCE SHEET
 Current Period: September 2023

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
220 STORM WATER FUND				
G 220-11011 Cash NNB Checking	\$156,981.67	\$101,417.57	\$76,188.48	\$182,210.76
G 220-11018 Cash FCB HI-FI	\$0.00	\$0.00	\$0.00	\$0.00
G 220-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
G 220-11152 Accounts Receivable - UB	\$9,813.10	\$100,939.36	\$99,044.26	\$11,708.20
G 220-11551 Prepaid Ins	\$0.00	\$1,058.02	\$793.53	\$264.49
G 220-12600 Fixed Assets	\$836,959.00	\$0.00	\$0.00	\$836,959.00
G 220-12601 Allowance for Depreciation	-\$369,000.88	\$0.00	\$15,853.14	-\$384,854.02
G 220-15600 Deferred Outflow - Pensions	\$3,040.00	\$0.00	\$0.00	\$3,040.00
G 220-15650 Deferred Outflow - OPEB	\$159.00	\$0.00	\$0.00	\$159.00
A	\$637,951.89	\$203,414.95	\$191,879.41	\$649,487.43
G 220-21500 Accrued Interest Payable	-\$6,013.45	\$0.00	\$0.00	-\$6,013.45
G 220-21600 Accrued Wages/Salaries Paya	-\$41.50	\$0.00	\$0.00	-\$41.50
G 220-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
G 220-22031 Bonds Payable	-\$673,861.10	\$33,950.73	\$0.00	-\$639,910.37
G 220-22034 Unamortized Premium on Bon	-\$9,921.28	\$0.00	\$0.00	-\$9,921.28
G 220-22161 Accrued Vac-Sick Wages	-\$1,720.02	\$0.00	\$0.00	-\$1,720.02
G 220-22190 OPEB Liability	-\$1,242.00	\$0.00	\$0.00	-\$1,242.00
G 220-23000 Net Pension Liability	-\$4,100.00	\$0.00	\$0.00	-\$4,100.00
G 220-23500 Deferred Inflow - Pensions	-\$3,827.00	\$0.00	\$0.00	-\$3,827.00
L	-\$700,726.35	\$33,950.73	\$0.00	-\$666,775.62
G 220-24204 Fund Bal-Undes/Net Asset (en	\$62,774.46	\$54,864.07	\$100,350.34	\$17,288.19
E	\$62,774.46	\$54,864.07	\$100,350.34	\$17,288.19



CITY OF MORA
BALANCE SHEET
 Current Period: September 2023

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
222 FIRE FUND				
G 222-11011 Cash NNB Checking	\$22,955.43	\$163,359.66	\$289,952.00	-\$103,636.91
G 222-11018 Cash FCB HI-FI	\$0.00	\$0.00	\$0.00	\$0.00
G 222-11151 Accounts Receivable	\$15,387.50	\$165,953.66	\$132,379.91	\$48,961.25
G 222-11212 Special Assess Rec - Unamort	\$5,200.54	\$0.00	\$550.00	\$4,650.54
G 222-11551 Prepaid Ins	\$0.00	\$18,771.30	\$14,078.52	\$4,692.78
A	\$43,543.47	\$348,084.62	\$436,960.43	-\$45,332.34
G 222-21600 Accrued Wages/Salaries Paya	-\$42.28	\$0.00	\$0.00	-\$42.28
G 222-22021 Accounts Payable	-\$6,198.88	\$6,198.88	\$0.00	\$0.00
G 222-22223 Deferred Revenues - Tax_As	-\$5,200.54	\$550.00	\$0.00	-\$4,650.54
L	-\$11,441.70	\$6,748.88	\$0.00	-\$4,692.82
G 222-24204 Fund Bal-Undes/Net Asset (en	-\$32,101.77	\$321,815.34	\$239,688.41	\$50,025.16
E	-\$32,101.77	\$321,815.34	\$239,688.41	\$50,025.16



CITY OF MORA
BALANCE SHEET
Current Period: September 2023

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
225 CEMETERY FUND				
G 225-11011 Cash NNB Checking	-\$15,469.62	\$52,460.00	\$34,705.29	\$2,285.09
G 225-11018 Cash FCB HI-FI	\$2,171.65	\$70.88	\$0.00	\$2,242.53
G 225-11151 Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00
G 225-11551 Prepaid Ins	\$0.00	\$1,432.84	\$1,074.60	\$358.24
A	-\$13,297.97	\$53,963.72	\$35,779.89	\$4,885.86
G 225-21600 Accrued Wages/Salaries Paya	-\$49.47	\$0.00	\$0.00	-\$49.47
G 225-22021 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00
G 225-22161 Accrued Vac-Sick Wages	\$0.00	\$0.00	\$0.00	\$0.00
G 225-22201 Deposits	\$0.00	\$0.00	\$0.00	\$0.00
L	-\$49.47	\$0.00	\$0.00	-\$49.47
G 225-24204 Fund Bal-Undes/Net Asset (en	\$13,347.44	\$38,252.05	\$56,435.88	-\$4,836.39
E	\$13,347.44	\$38,252.05	\$56,435.88	-\$4,836.39



CITY OF MORA
BALANCE SHEET
 Current Period: September 2023

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
609 LIQUOR FUND				
G 609-11011 Cash NNB Checking	\$756,141.75	\$6,482,081.20	\$6,453,029.82	\$785,193.13
G 609-11013 Petty Cash	\$100.00	\$0.00	\$0.00	\$100.00
G 609-11014 ChangeFund/AirportVending/	\$2,200.00	\$0.00	\$0.00	\$2,200.00
G 609-11016 Lottery	\$37,975.73	\$44,963.31	\$40,375.15	\$42,563.89
G 609-11017 ATM Machine	\$23,658.39	\$963.19	\$0.00	\$24,621.58
G 609-11018 Cash FCB HI-FI	\$0.00	\$0.00	\$0.00	\$0.00
G 609-11151 Accounts Receivable	\$44,615.67	\$2,758,659.41	\$2,769,390.58	\$33,884.50
G 609-11153 Accounts Receivable - Liq CrC	\$0.00	\$0.00	\$0.00	\$0.00
G 609-11154 Return Checks	\$0.00	\$0.00	\$50.52	-\$50.52
G 609-11316 Due From MN State Lottery	\$881.00	\$32,246.00	\$32,686.00	\$441.00
G 609-11419 Wine Inventory	\$100,192.52	\$19,365.02	\$11,598.57	\$107,958.97
G 609-11421 Liquor Inventory	\$187,313.45	\$90,510.56	\$52,967.00	\$224,857.01
G 609-11422 Beer Inventory	\$109,765.31	\$85,608.16	\$69,034.27	\$126,339.20
G 609-11423 Misc Inventory	\$17,747.57	\$18,932.04	\$15,135.77	\$21,543.84
G 609-11424 THC Infused Inventory	\$0.00	\$3,505.21	\$1,810.46	\$1,694.75
G 609-11551 Prepaid Ins	\$0.00	\$23,522.85	\$17,642.16	\$5,880.69
G 609-12611 Land	\$126,230.12	\$0.00	\$0.00	\$126,230.12
G 609-12621 Fixed Asset-Buildings	\$1,469,961.50	\$0.00	\$0.00	\$1,469,961.50
G 609-12622 Allow for Depr - Bldg	-\$615,719.70	\$0.00	\$36,749.07	-\$652,468.77
G 609-12631 Improvements Other Than Bl	\$27,279.76	\$0.00	\$0.00	\$27,279.76
G 609-12632 Allow For Depr - Improvemen	-\$13,420.38	\$0.00	\$1,023.03	-\$14,443.41
G 609-12641 Fixed Asset-Equip/Machinery	\$231,707.87	\$7,543.09	\$0.00	\$239,250.96
G 609-12642 Allow for Depr - M & E	-\$129,665.28	\$0.00	\$8,489.55	-\$138,154.83
G 609-15600 Deferred Outflow - Pensions	\$97,163.00	\$0.00	\$0.00	\$97,163.00
G 609-15650 Deferred Outflow - OPEB	\$2,764.00	\$0.00	\$0.00	\$2,764.00
A	\$2,476,892.28	\$9,567,900.04	\$9,509,981.95	\$2,534,810.37
G 609-20700 Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00
G 609-20816 Due to Minnesota State Lotter	-\$6,782.00	\$93,458.00	\$92,954.00	-\$6,278.00
G 609-20900 Advance From Electric Fund	-\$700,000.00	\$0.00	\$0.00	-\$700,000.00
G 609-21500 Accrued Interest Payable	\$0.00	\$0.00	\$0.00	\$0.00
G 609-21600 Accrued Wages/Salaries Paya	-\$5,878.50	\$0.00	\$0.00	-\$5,878.50
G 609-22021 Accounts Payable	-\$49,457.11	\$49,634.79	\$177.68	\$0.00
G 609-22022 Gift Certificates	-\$4,215.93	\$2,970.75	\$2,170.00	-\$3,415.18
G 609-22082 Sales Tax Payable	-\$39,415.14	\$321,772.00	\$321,661.12	-\$39,304.26
G 609-22161 Accrued Vac-Sick Wages	-\$7,562.85	\$0.00	\$0.00	-\$7,562.85
G 609-22190 OPEB Liability	-\$21,620.00	\$0.00	\$0.00	-\$21,620.00
G 609-22224 Deferred Revenues - Other	\$0.00	\$0.00	\$0.00	\$0.00
G 609-23000 Net Pension Liability	-\$131,033.00	\$0.00	\$0.00	-\$131,033.00
G 609-23500 Deferred Inflow - Pensions	-\$122,310.00	\$0.00	\$0.00	-\$122,310.00
L	-\$1,088,274.53	\$467,835.54	\$416,962.80	-\$1,037,401.79
G 609-24204 Fund Bal-Undes/Net Asset (en	-\$1,388,617.75	\$3,506,245.86	\$3,615,036.69	-\$1,497,408.58
E	-\$1,388,617.75	\$3,506,245.86	\$3,615,036.69	-\$1,497,408.58

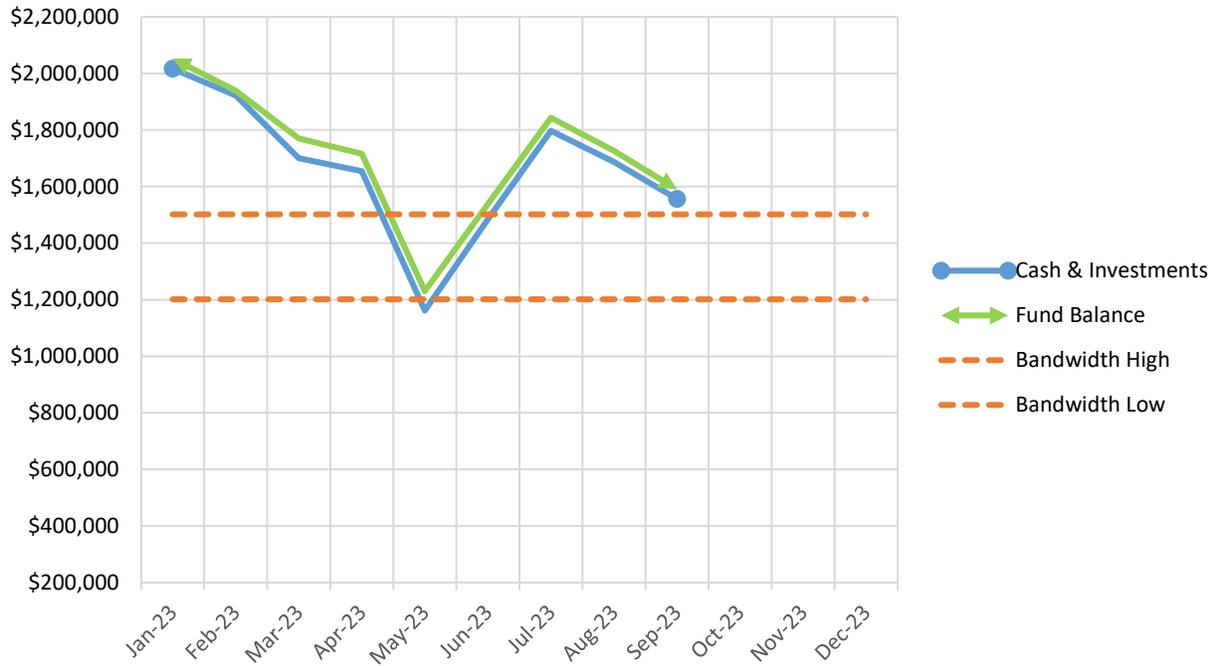


CITY OF MORA
BALANCE SHEET
Current Period: September 2023

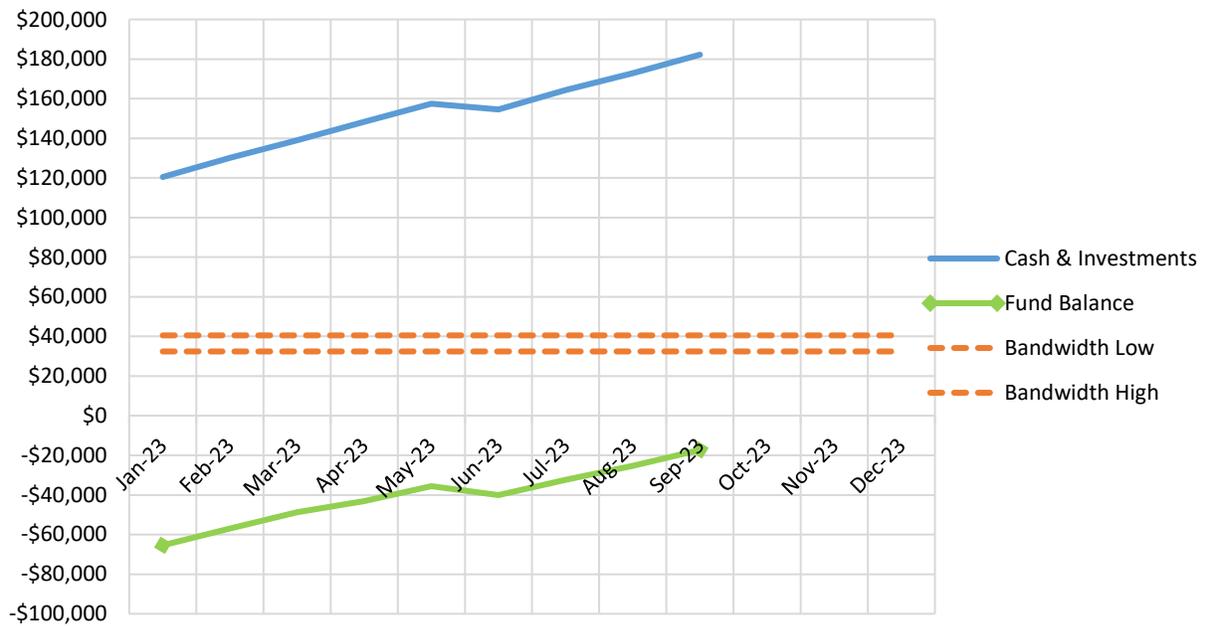
Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
	\$0.00	\$22,913,902.48	\$22,913,902.48	\$0.00



GENERAL FUND - 2023 Cash & Investments/Fund Balance



STORM WATER FUND - 2023 Cash & Investments/Fund Balance

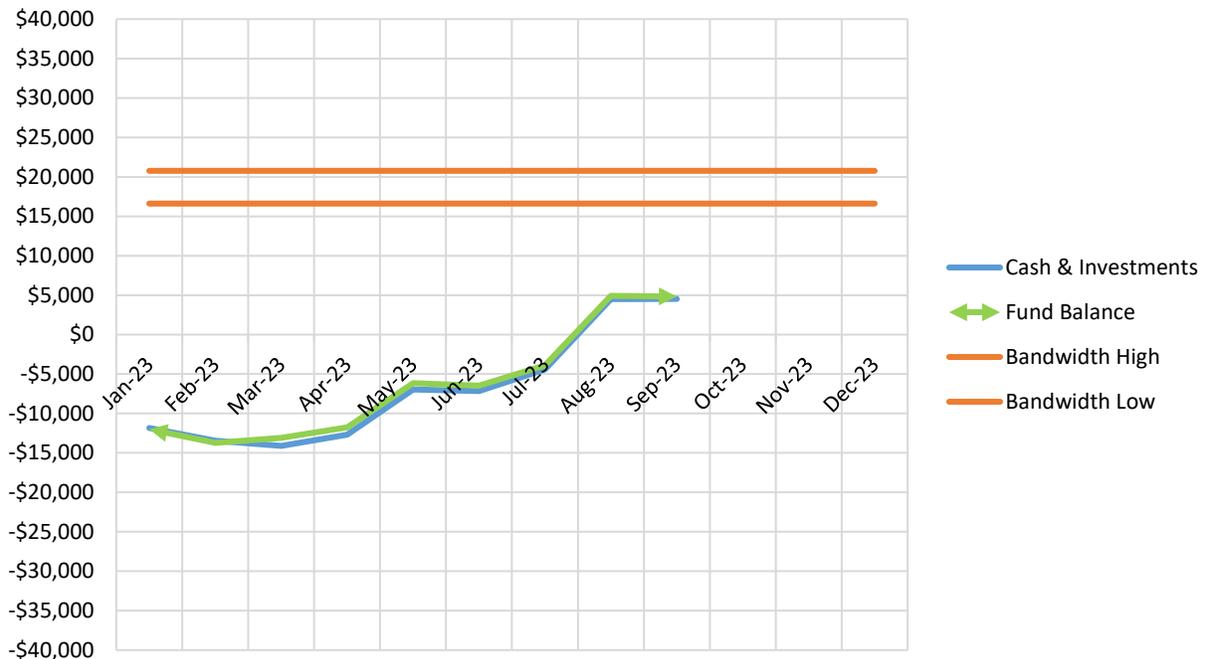




FIRE FUND - 2023 Cash & Investments/Fund Balance

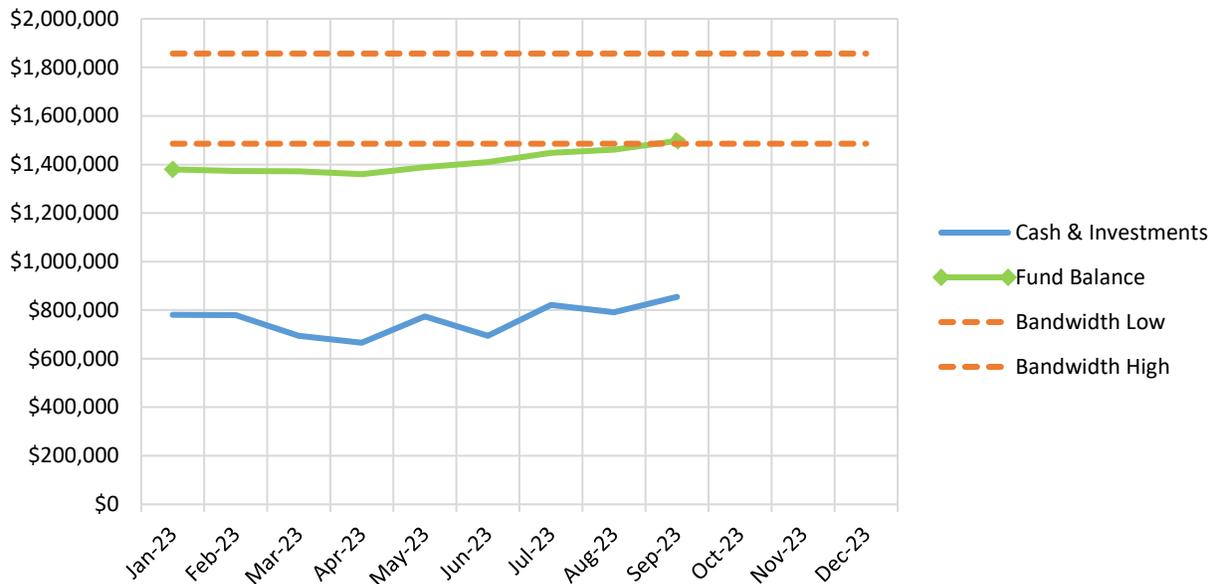


CEMETERY FUND - 2023 Cash & Investments/Fund Balance





LIQUOR FUND - 2023 Cash & Investments/Fund Balance



CITY OF MORA/MORA MUNICIPAL UTILITIES

Current Investments

Information current as of September 30, 2023

Bank/Agency	Location	Type	FDIC #	Broker	Amount	DTD/Issued	Due	Rate
4M Investment Pool	Various	Pool		4M Fund	\$ 1,252,255.76			
Bank 7	OK	CD	4147	4M Fund	\$ 241,350.00	1/30/2023	10/30/2023	5.31%
Falcon National Bank	Foley, MN	CD	57603	4M Fund	\$ 249,495.32	2/11/2022	2/12/2024	4.72%
Great Midwest Bank	Brookfield, WI	CD	29657	4M Fund	\$ 239,000.00	8/18/2022	2/15/2024	2.98%
Signature Bank	New York, NY	CD	57053	4M Fund	\$ 246,474.42	8/19/2022	8/19/2024	3.05%
UBS Bank	Salt Lake City, UT	CD	57565	4M Fund	\$ 121,345.28	8/24/2022	8/26/2024	3.15%
American Bank and Trust	Paragould, AR	CD	35568	4M Fund	\$ 245,189.12	9/14/2022	9/16/2024	3.21%
Modern Bank, NA	NY	CD	22398	4M Fund	\$ 231,000.00	7/28/2023	1/27/2025	5.38%
Elga Credit Union	MI	CD	61797	4M Fund	\$ 231,750.00	7/28/2023	1/27/2025	5.11%
Bank Hapoalim	New York, NY	CD	33686	4M Fund	\$ 227,100.00	8/8/2022	8/8/2025	3.05%
First National Bank	Paragould, AR	CD	3887	4M Fund	\$ 227,300.00	8/8/2022	8/8/2025	3.02%
Neighborhood National Bank	Mora, MN	CD	18885	None	\$ 245,000.00	1/26/2022	1/26/2026	0.45%
Comenity Capital Bank	Salt Lake City, UT	CD	57570	RBC Wealth	\$ 245,000.00	6/27/2019	6/27/2024	2.50%
CNB of Greater St Louis	Maplewood, MO	CD	4549	RBC Wealth	\$ 245,000.00	7/29/2022	7/29/2024	3.00%
Lakeside Bank	Chicago, IL	CD	19573	RBC Wealth	\$ 170,000.00	3/30/2020	3/31/2025	1.40%
Texas Exchange Bank	Crowley, TX	CD	20099	RBC Wealth	\$ 245,000.00	6/19/2020	6/19/2025	1.00%
Capital One Bank (USA)	Glen Allen, VA	CD	33954	RBC Wealth	\$ 245,000.00	7/21/2022	7/21/2025	3.30%
Capital One, National Association	McLean, VA	CD	4297	RBC Wealth	\$ 245,000.00	7/21/2022	7/21/2025	3.30%
Portage Bank	Bellevue, WA	CD	8197	RBC Wealth	\$ 245,000.00	6/21/2023	12/30/2025	4.70%
First Source Bank	South Bend, IN	CD	9087	RBC Wealth	\$ 233,000.00	1/18/2023	7/20/2026	4.60%
Farmers and Merchants	Berlin, WI	CD	15779	RBC Wealth	\$ 245,000.00	7/25/2023	7/31/2026	4.70%
Third Coast Bank	Humble, TX	CD	58716	RBC Wealth	\$ 245,000.00	7/25/2023	7/31/2026	4.80%
Medallion Bank	Salt Lake City, UT	CD	57449	RBC Wealth	\$ 245,000.00	8/30/2021	8/31/2026	0.85%
Live Oak Bank	Wilmington, NC	CD	58665	RBC Wealth	\$ 240,000.00	9/11/2022	9/11/2026	3.65%
Poppy Bank	Santa Rosa, CA	CD	57903	RBC Wealth	\$ 145,000.00	10/14/2022	10/14/2026	4.50%
EnerBank	Salt Lake City, UT	CD	57293	RBC Wealth	\$ 245,000.00	5/20/2020	5/14/2027	1.10%
Morgan Stanley Private Bank	Purchase, NY	CD	34221	RBC Wealth	\$ 245,000.00	7/15/2022	7/15/2027	3.60%
State Bank of India	New York, NY	CD	33682	RBC Wealth	\$ 135,000.00	7/22/2022	7/22/2027	3.40%
First National Bank	East Lansing, MI	CD	17438	RBC Wealth	\$ 245,000.00	9/28/2023	9/28/2027	4.50%
Washington County Bank	Blair, NE	CD	12241	RBC Wealth	\$ 155,000.00	3/30/2021	9/30/2027	1.10%
Iowa State Bank	Hull, IA	CD	13953	RBC Wealth	\$ 245,000.00	3/22/2023	3/22/2028	5.35%
Frazier Bank	Altus, OK	CD	4031	RBC Wealth	\$ 245,000.00	6/25/2021	6/26/2028	1.10%
Merrick Bank	South Jordan, UT	CD	34519	RBC Wealth	\$ 245,000.00	7/31/2020	7/31/2028	1.00%
Celtic Bank	Salt Lake City, UT	CD	57056	RBC Wealth	\$ 245,000.00	1/31/2023	1/31/2029	4.40%
Synovus Bank	Columbus, GA	CD	873	Wells Fargo	\$ 245,000.00	3/11/2021	3/11/2024	0.30%
BankUnited, NA	Miami Lakes, FL	CD	58979	Wells Fargo	\$ 244,000.00	4/14/2021	4/15/2024	0.45%
UBS Bank	Salt Lake City, UT	CD	57565	Wells Fargo	\$ 124,000.00	6/23/2021	6/23/2024	0.35%
BMW Bank of North America	Salt Lake City, UT	CD	35141	Wells Fargo	\$ 106,000.00	7/16/2021	7/16/2024	0.50%
New York Community Bank	Westbury, NY	CD	16022	Wells Fargo	\$ 245,000.00	9/10/2021	9/10/2024	0.65%
Morgan Stanley Bank NA	South Jordan, UT	CD	32992	Wells Fargo	\$ 150,000.00	8/16/2023	2/18/2025	5.10%
Toyota Financial Savings Bank	Henderson, NV	CD	57542	Wells Fargo	\$ 245,000.00	8/19/2021	8/19/2025	0.70%
Federal Home Loan Bank	McLean, VA	AG		Wells Fargo	\$ 150,000.00	1/21/2021	1/29/2026	0.40%
Goldman Sachs Bank	New York, NY	CD	33124	Wells Fargo	\$ 245,000.00	8/11/2021	2/11/2026	1.00%
Sallie Mae Bank	Salt Lake City, UT	CD	58177	Wells Fargo	\$ 118,000.00	7/8/2021	7/8/2026	1.00%
Sallie Mae Bank	Salt Lake City, UT	CD	58177	Wells Fargo	\$ 129,000.00	8/25/2021	8/25/2026	1.05%
JP Morgan Chase	Columbus, OH	CD	628	Wells Fargo	\$ 245,000.00	9/23/2020	9/23/2026	0.50%
Third Federal Savings and Loan Association of Clev	Cleveland, OH	CD	30012	Wells Fargo	\$ 218,000.00	8/19/2022	8/19/2027	3.30%
Synchrony Bank	Draper, UT	CD	27314	Wells Fargo	\$ 240,000.00	9/8/2023	9/8/2027	4.70%
BMO Harris Bank	Chicago, IL	CD	16571	Wells Fargo	\$ 245,000.00	7/13/2021	7/13/2028	1.00%
					\$ 11,704,259.90			

CD = Certificate of Deposit

AG = Agency/Government Asset Backed

CITY OF MORA/MORA MUNICIPAL UTILITIES
 Debt Retirement Schedule
 For the Year Ending December 31, 2023

SUM OF ALL DEBT			Series 2015B Wood & Grove St	Series 2015C - Refunding Bond (formerly 2006A Maple Ave)			Series 2017A 9th & Wood St	Series 2022A N Grove St	MnPFA Water	MnPFA WWTP	Mora HRA Bonds*		
Year	Year-End Balance	Principal Reduction	Fund 532 Year-End Balance	Fund 533 Year-End Balance	Fund 652 Year-End Balance	Fund 653 Year-End Balance	Fund 535 Year-End Balance	Fund 536 Year-End Balance	G 652-22031 Year-End Balance	G 653-22031 Year-End Balance	Series 2019A Eastwood Fund 531 Year-End Balance	Series 2009B Fund 531 Year-End Balance	
2016	11,387,000.00		1,385,000.00	1,251,495.00	267,364.00	221,141.00			1,151,000.00	3,326,000.00		350,000.00	
2017	12,039,957.75	652,957.75	1,345,000.00	1,125,495.00	246,858.00	202,647.00	1,325,000.00		1,078,000.00	3,056,957.75		290,000.00	
2018	11,484,957.75	(555,000.00)	1,290,000.00	1,039,495.00	223,036.00	182,469.00	1,325,000.00		1,004,000.00	2,895,957.75		225,000.00	
2019	11,080,000.00	(404,957.75)	1,230,000.00	942,495.00	201,854.00	165,651.00	1,290,000.00		928,000.00	2,842,000.00	2019	3,095,000.00	155,000.00
2020	10,433,000.00	(647,000.00)	1,170,000.00	840,495.00	180,672.00	148,833.00	1,235,000.00		851,000.00	2,677,000.00	2020	3,095,000.00	80,000.00
2021	9,759,000.00	(674,000.00)	1,110,000.00	733,495.00	159,490.00	132,015.00	1,180,000.00		773,000.00	2,511,000.00	2021	3,080,000.00	-
2022	10,621,000.00	862,000.00	1,050,000.00	622,995.00	137,648.00	114,357.00	1,125,000.00	1,575,000.00	693,000.00	2,343,000.00	2022	2,960,000.00	
2023	9,975,000.00	(646,000.00)	985,000.00	512,495.00	115,806.00	96,699.00	1,070,000.00	1,575,000.00	612,000.00	2,173,000.00	2023	2,835,000.00	
2024	9,251,000.00	(724,000.00)	920,000.00	398,495.00	89,990.00	76,515.00	1,010,000.00	1,520,000.00	529,000.00	2,002,000.00	2024	2,705,000.00	
2025	8,524,000.00	(727,000.00)	855,000.00	284,495.00	64,174.00	56,331.00	950,000.00	1,465,000.00	445,000.00	1,829,000.00	2025	2,575,000.00	
2026	7,783,000.00	(741,000.00)	790,000.00	166,995.00	37,698.00	35,307.00	890,000.00	1,405,000.00	359,000.00	1,654,000.00	2026	2,445,000.00	
2027	7,024,000.00	(759,000.00)	720,000.00	50,995.00	10,562.00	13,443.00	830,000.00	1,340,000.00	272,000.00	1,477,000.00	2027	2,310,000.00	
2028	6,342,000.00	(682,000.00)	650,000.00	-	-	-	765,000.00	1,275,000.00	183,000.00	1,299,000.00	2028	2,170,000.00	
2029	5,726,000.00	(616,000.00)	580,000.00				700,000.00	1,210,000.00	92,000.00	1,119,000.00	2029	2,025,000.00	
2030	5,092,000.00	(634,000.00)	505,000.00				630,000.00	1,140,000.00	-	937,000.00	2030	1,880,000.00	
2031	4,543,000.00	(549,000.00)	430,000.00				560,000.00	1,070,000.00		753,000.00	2031	1,730,000.00	
2032	3,987,000.00	(556,000.00)	350,000.00				490,000.00	1,000,000.00		567,000.00	2032	1,580,000.00	
2033	3,410,000.00	(577,000.00)	265,000.00				415,000.00	925,000.00		380,000.00	2033	1,425,000.00	
2034	2,821,000.00	(589,000.00)	180,000.00				340,000.00	845,000.00		191,000.00	2034	1,265,000.00	
2035	2,220,000.00	(601,000.00)	90,000.00				260,000.00	765,000.00		-	2035	1,105,000.00	
2036	1,795,000.00	(425,000.00)	-				175,000.00	680,000.00			2036	940,000.00	
2037	1,455,000.00	(340,000.00)					90,000.00	595,000.00			2037	770,000.00	
2038	1,100,000.00	(355,000.00)					-	505,000.00			2038	595,000.00	
2039	830,000.00	(270,000.00)						415,000.00			2039	415,000.00	
2040	320,000.00	(510,000.00)						320,000.00			2040	-	
2041	215,000.00	(105,000.00)						215,000.00					
2042	110,000.00	(105,000.00)						110,000.00					
2043	-	(110,000.00)						-					

* These Bonds are special obligations of the Authority but are general obligations of the City for which the City pledges its full faith, credit and taxing powers.

CITY OF MORA

DEFICIT FUNDS

For the Year Ending December 31, 2023

	Fund	Fund No.	Fund Balance/ Net Assets 9/30/2023	Cash Balance 9/30/2023	Deficit to be funded by:
1	Capital Projects:				
2	Downtown Feed Mill Redevelopment	440	(30,783)	(30,783)	Sale of land
3	Airport Kastenbauer House	442	(97,389)	(97,389)	(unknown)
4	Crosswind	444	(19,912)	(19,912)	Grant proceeds
5	Dala Lane Improvement Project	446	(239,983)	(239,983)	Special assessments/Unknown
6	2012 7th and Grove St. Improvements	451	(313,936)	(313,936)	(unknown)
7	Snake River Trail Project 2022	457	(44,043)	(44,043)	Grant proceeds/CARES ACT
8	Hwy 65 & 9th St Intersection	458	(107,421)	(107,421)	Grant proceeds - MNDOT 2024
			(853,466)	(853,466)	

CITY OF MORA

Future Improvement Fund Balances
For the Year Ending December 31, 2023

			9/30/2023		12/31/2023
Department	Item	CIP Item Number	Balance	Committed	Available
1 Undesignated	Undesignated		6,158.87		6,158.87
2 City Hall Building	City Hall Building	CIP # 1940-2019-03	2,892.50		2,892.50
3 Planning & Zoning	2030 Comprehensive Plan	CIP # 1910-2019-03	3,293.11		3,293.11
4 Finance	Computers		-		-
5 Finance	Copy Machine Replacement		2,961.25		2,961.25
6 Library	Flooring		-		-
7 Library	Library Building		-		-
8 Law Enforcement	Equipment		-		-
9 Streets	Public Parking Lots		3,500.00		3,500.00
10 Streets	Small Cities Assistance		-		-
11 Streets	Sand & Salt Shed Structure Replacement	CIP # 3121-2019-10	41,553.79		41,553.79
12 Streets	Patching/Paving		95,000.00	95,000.00	-
13 Streets	Siren	CIP # 3121-2019-19	-		-
14 Streets	Crack Sealant Machine	CIP # 3121-2019-03	-		-
15 Streets	Med. Duty Dump Truck	CIP # 3121-2019-13	50,631.72		50,631.72
16 Streets	Street Sweeper Replace	CIP # 3121-2019-05 (09)	84,533.26	86,749.00	(2,215.74)
17 Streets	Heavy Duty Dump Truck	CIP # 3121-2019-11	18,441.47		18,441.47
22 Streets	Heavy Duty Dump/Plow Truck	CIP # 3121-2019-12	117,692.96		117,692.96
17 Streets	Heavy Duty Dump Truck	CIP # 3121-2019-14	80,639.73		80,639.73
19 Streets	Service Truck	CIP # 3121-2019-17	17,000.00		17,000.00
18 Streets	Service Truck	CIP # 3121-2019-18	4,544.50		4,544.50
20 Streets	Road Grader	CIP # 3121-2019-01	60,500.00	60,500.00	-
21 Streets	Front End Wheel Loader	CIP # 3121-2019-07	15,854.31		15,854.31
23 Streets	Router		10,000.00		10,000.00
24 Streets	Sidewalk Program		5,000.00		5,000.00
25 Streets	Seal Coating		30,501.97		30,501.97
26 Aquatic Center	Disinfection Equip		5,913.00		5,913.00
27 Aquatic Center	Concession Stand		-		-
28 Aquatic Center	Consultant Service		7,000.00		7,000.00
29 Aquatic Center	Building		80,006.00		80,006.00
30 Aquatic Center	Slide Re-coat	CIP # 5124-2019-09	-		-
31 Aquatic Center	Pool Grates	CIP # 5124-2019-10	-		-
32 Aquatic Center	Pool Filter Replacement	CIP # 5124-2020-01	116,436.15		116,436.15
33 Parks	Future Parks (Developers)		17,122.21		17,122.21
34 Parks	Bike Trail Sealing		12,000.00		12,000.00
35 Parks	JC Fields		500.00		500.00
36 Parks	Tennis/BB Courts	CIP # 5202-2019-05	24,000.00		24,000.00
37 Parks	Kids Kingdom		30,000.00		30,000.00
38 Parks	Trails		10,000.00		10,000.00
39 Parks	Pavillion Renovation	CIP # 5202-2021-03	10,000.00		10,000.00
40 Parks	Mower	CIP # 5202-2019-01	10,915.42		10,915.42
41 Parks	Service Truck	CIP # 5202-2019-06	1,018.50		1,018.50
42 Parks	Fox Run Park	CIP # 5202-2021-01	173,757.83		173,757.83
43 Airport	Crosswind Runway		7,885.09		7,885.09
44 Airport	Mower	CIP # 7310-2019-04	16,158.83		16,158.83
45 Airport	Electronic Fuel Purchasing System	CIP # 7310-2019-03	24,000.00		24,000.00
46 Airport	New Fuel Line	CIP # 7310-2020-01	29,000.00	29,000.00	29,000.00
47 Airport	Surface Maint. Equipment	CIP # 7310-2019-05	19,124.27		19,124.27
48 Airport	A&D Driveway/Lot Rehab	CIP # 7310-2019-07	24,590.34		24,590.34
49 Cemetery	Mower	CIP # 7810-2019-02	10,248.54		10,248.54
50 Cemetery	Vehicle		1,018.51		1,018.51
51 Cemetery	Future Expansion		5,000.00		5,000.00
			<u>1,286,394.13</u>	<u>271,249.00</u>	<u>1,044,145.13</u>

Notes:

- \$9,249 from Medium Duty Dump Truck to Road Grader; city council approved 05/16/2023
- \$51,251 from Street Sweeper to Road Grader; city council approved 05/16/2023
- \$60,500 from Med Duty Dump Truck and Road Grader; city council approved 05/16/2023
- \$26,587 from Med Duty Dump Truck to Patching/Paving for Blacktop/Resurfacing of Village Green Lane, Village Green Place, Locust Street, Snake River Canoe Park Access, and Oakwood cemetery
- \$68,413 Patching/Paving of Village Green Lane, Village Green Place, Locust Street, Snake River Canoe Park Access, and Oakwood cemetery
- *4. & *5. City Council approved 06/01/2023 w/Kanabec County bid. Maximum amount for blacktop/overlay not to exceed \$130,000. Actual amount of transfer from Med Duty Dump Truck dependent on actual expenditures.
- \$29,000 Airport Fuel Line Upgrade completed July 2023. Transfer Pending Receipt of MNDOT Grant

CITY OF MORA

Future Fire Equipment Fund (FFEF) Balances

For the Year Ended December 31, 2023

	Department	Item	9/30/2023 Balance	Committed	12/31/2023 Available
1	Fire	Trucks	893,908.68		893,908.68
2	Fire	Equipment	138,582.79	17,950.00 ²	120,632.79
3	Fire	Building	71,760.00		71,760.00
			<u>1,104,251.47</u>	<u>17,950.00</u>	<u>1,086,301.47</u>

Notes:

2. for Fire Dept turnout gear	7,500.00
2. for Fire Dept 2.5" hose	450.00
2. for Fire Dept Thermal Camera Replacement	7,500.00
2. for Fire Dept 1.75" attack line hose	1,000.00
2. for Fire Dept 5" hose	1,500.00



CITY OF MORA
Revenue Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
101 GENERAL FUND					
41000 GENERAL GOVERNMENT					
Tax Increments	\$18,000.00	\$13,526.67	\$4,473.33	24.85%	
Current Ad Valorem Taxes	\$861,446.00	\$454,180.52	\$407,265.48	47.28%	
Mobile Home Taxes	\$2,500.00	\$299.90	\$2,200.10	88.00%	
Penalties & Interest	\$1,720.00	\$0.00	\$1,720.00	100.00%	
Forfeited Tax Sale Revenue	\$0.00	\$0.00	\$0.00	0.00%	
Federal Grants	\$0.00	\$0.00	\$0.00	0.00%	
Local Government Aid	\$1,045,625.00	\$522,812.50	\$522,812.50	50.00%	
Other State Grants & Aids	\$500.00	\$0.00	\$500.00	100.00%	
Agricultural Market Value Cred	\$120.00	\$0.00	\$120.00	100.00%	
PERA Aid	\$0.00	\$0.00	\$0.00	0.00%	
Other Grants & Aids	\$1,500.00	\$1,547.66	-\$47.66	-3.18%	
Franchise Fee - Cable TV	\$24,000.00	\$12,382.91	\$11,617.09	48.40%	
Franchise Fee - Natural Gas	\$46,000.00	\$24,223.50	\$21,776.50	47.34%	
Franchise Fee - Electric	\$235,000.00	\$230,780.04	\$4,219.96	1.80%	
Other Misc Charges	\$0.00	\$0.00	\$0.00	0.00%	
Special Assessments	\$556.00	\$288.75	\$267.25	48.07%	
Int/Pen on Spec Assmts	\$0.00	\$0.00	\$0.00	0.00%	
Interest Earnings	\$22,650.00	\$28,293.21	-\$5,643.21	-24.91%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$936.07	-\$936.07	0.00%	
Dividends	\$0.00	\$0.00	\$0.00	0.00%	
Rent	\$2,420.00	\$220.50	\$2,199.50	90.89%	
Contributions & Donations	\$2,500.00	\$0.00	\$2,500.00	100.00%	
Misc Income	\$3,000.00	\$1,417.42	\$1,582.58	52.75%	
Sale of Fixed Assets	\$0.00	\$8,153.99	-\$8,153.99	0.00%	See Note A.
Comp. for Loss of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Special Revenue Fund	\$2,260.00	\$2,252.74	\$7.26	0.32%	
Trf from Enterprise Fund	\$285,000.00	\$213,750.00	\$71,250.00	25.00%	
Proceeds from Long Term Debt	\$220,500.00	\$0.00	\$220,500.00	100.00%	
41000 GENERAL GOVERNMENT	\$2,775,297.00	\$1,515,066.38	\$1,260,230.62		
41110 MAYOR & COUNCIL					
Trf from Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
41110 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00		
41320 ADMINISTRATION					
Other Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
41320 ADMINISTRATION	\$0.00	\$0.00	\$0.00		
41410 ELECTIONS					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Other Misc Charges	\$0.00	\$0.00	\$0.00	0.00%	
41410 ELECTIONS	\$0.00	\$0.00	\$0.00		
41520 FINANCE					
Liquor Licenses	\$17,000.00	\$18,170.00	-\$1,170.00	-6.88%	
Other Business Licenses	\$4,000.00	\$4,130.00	-\$130.00	-3.25%	
Other Non-Business Permits	\$200.00	\$315.00	-\$115.00	-57.50%	
Assessment Searches	\$4,000.00	\$1,610.00	\$2,390.00	59.75%	
Service Chg on NSF Checks	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$30.64	-\$30.64	0.00%	
Trf from Special Revenue Fund	\$20,780.00	\$8,250.00	\$12,530.00	60.30%	



CITY OF MORA
Revenue Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Enterprise Fund	\$17,000.00	\$12,749.97	\$4,250.03	25.00%	
41520 FINANCE	\$62,980.00	\$45,255.61	\$17,724.39		
41800 HUMAN RESOURCES					
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$300.00	\$270.00	\$30.00	10.00%	
Trf from Special Revenue Fund	\$11,330.00	\$0.00	\$11,330.00	100.00%	
Trf from Enterprise Fund	\$7,986.00	\$0.00	\$7,986.00	100.00%	
41800 HUMAN RESOURCES	\$19,616.00	\$270.00	\$19,346.00		
41910 PLANNING & ZONING					
Zoning & Subdivision Fees	\$2,500.00	\$2,080.00	\$420.00	16.80%	
Plan Review Fees	\$0.00	\$0.00	\$0.00	0.00%	
Sale of Maps & Copies	\$0.00	\$0.00	\$0.00	0.00%	
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$1,000.00	\$12,700.00	-\$11,700.00	-1170.00%	See Note B.
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Enterprise Fund	\$0.00	\$0.00	\$0.00	0.00%	
41910 PLANNING & ZONING	\$3,500.00	\$14,780.00	-\$11,280.00		
41920 INFORMATION TECHNOLOGY					
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Special Revenue Fund	\$9,658.00	\$0.00	\$9,658.00	100.00%	
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Enterprise Fund	\$25,569.00	\$0.00	\$25,569.00	100.00%	
41920 INFORMATION TECHN	\$35,227.00	\$0.00	\$35,227.00		
41940 CITY HALL BUILDING					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$1,833.28	-\$1,833.28	0.00%	See Note C.
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Enterprise Fund	\$50,000.00	\$42,967.60	\$7,032.40	14.06%	
41940 CITY HALL BUILDING	\$50,000.00	\$44,800.88	\$5,199.12		
41941 LIBRARY BUILDING					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Rent	\$2,400.00	\$2,509.00	-\$109.00	-4.54%	
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
41941 LIBRARY BUILDING	\$2,400.00	\$2,509.00	-\$109.00		
41942 DEPOT BUILDING					
Other Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Rent	\$0.00	\$0.00	\$0.00	0.00%	
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
41942 DEPOT BUILDING	\$0.00	\$0.00	\$0.00		
42120 LAW ENFORCEMENT					
Police Training Reimbursement	\$0.00	\$0.00	\$0.00	0.00%	
Police Aid	\$46,000.00	\$0.00	\$46,000.00	100.00%	



CITY OF MORA
Revenue Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Court Fines	\$11,000.00	\$12,185.01	-\$1,185.01	-10.77%	
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Comp. for Loss of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
42120 LAW ENFORCEMENT	\$57,000.00	\$12,185.01	\$44,814.99		
42220 FIRE					
Fire Relief Pension	\$56,000.00	\$2,000.00	\$54,000.00	96.43%	
42220 FIRE	\$56,000.00	\$2,000.00	\$54,000.00		
42401 BUILDING					
Building Permits	\$30,000.00	\$21,653.44	\$8,346.56	27.82%	
Other Misc Charges	\$1,000.00	\$5,236.94	-\$4,236.94	-423.69%	
42401 BUILDING	\$31,000.00	\$26,890.38	\$4,109.62		
43121 STREETS					
Other Non-Business Permits	\$2,000.00	\$1,540.00	\$460.00	23.00%	
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Sidewalk & Street Repair	\$0.00	\$0.00	\$0.00	0.00%	
Pmt from County - St Maint	\$8,118.00	\$8,117.60	\$0.40	0.00%	
Weed Cleaning	\$0.00	\$100.00	-\$100.00	0.00%	
Rent	\$50.00	\$0.00	\$50.00	100.00%	
Misc Income	\$200.00	\$0.00	\$200.00	100.00%	
Sale of Fixed Assets	\$34,000.00	\$51,400.00	-\$17,400.00	-51.18%	
Comp. for Loss of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Special Revenue Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Capital Projects Fund	\$225,000.00	\$0.00	\$225,000.00	100.00%	
Trf from Enterprise Fund	\$0.00	\$0.00	\$0.00	0.00%	
43121 STREETS	\$269,368.00	\$61,157.60	\$208,210.40		
43160 STREET LIGHTING					
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Comp. for Loss of Fixed Assets	\$0.00	\$7,389.00	-\$7,389.00	0.00%	See Note D.
43160 STREET LIGHTING	\$0.00	\$7,389.00	-\$7,389.00		
43180 GARAGE					
Misc Income	\$200.00	\$0.00	\$200.00	100.00%	
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Enterprise Fund	\$239,077.00	\$0.00	\$239,077.00	100.00%	
43180 GARAGE	\$239,277.00	\$0.00	\$239,277.00		
45124 AQUATIC CENTER					
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Swim Fees	\$75,000.00	\$90,000.64	-\$15,000.64	-20.00%	
Pool Lesson Fees	\$50,000.00	\$54,450.00	-\$4,450.00	-8.90%	
Concessions	\$50,000.00	\$53,828.99	-\$3,828.99	-7.66%	
Other Misc Charges	\$0.00	\$0.00	\$0.00	0.00%	
Contributions & Donations	\$0.00	\$0.00	\$0.00	0.00%	
Service Chg on NSF Checks	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$100.00	\$0.00	\$100.00	100.00%	
Cash Over/Short	-\$500.00	-\$119.56	-\$380.44	76.09%	
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Enterprise Fund	\$1,000.00	\$0.00	\$1,000.00	100.00%	
45124 AQUATIC CENTER	\$175,600.00	\$198,160.07	-\$22,560.07		



CITY OF MORA
Revenue Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
45202 PARKS					
Federal Grants	\$0.00	\$0.00	\$0.00	0.00%	
Other State Grants & Aids	\$0.00	\$0.00	\$0.00	0.00%	
Rent	\$1,500.00	\$905.00	\$595.00	39.67%	
Contributions & Donations	\$12,000.00	\$15,018.00	-\$3,018.00	-25.15%	
Misc Income	\$500.00	\$0.00	\$500.00	100.00%	
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Comp. for Loss of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Capital Projects Fund	\$6,800.00	\$0.00	\$6,800.00	100.00%	
45202 PARKS	\$20,800.00	\$15,923.00	\$4,877.00		
47310 AIRPORT					
Federal Airport Grant - FAA	\$656,250.00	\$20,443.00	\$635,807.00	96.88%	
Other State Grants & Aids	\$100,000.00	\$0.00	\$100,000.00	100.00%	
State Airport Maintenance	\$32,000.00	\$18,165.18	\$13,834.82	43.23%	
Concessions	\$0.00	\$0.00	\$0.00	0.00%	
Airport Hangar Rent	\$8,500.00	\$8,239.38	\$260.62	3.07%	
Rent	\$12,300.00	\$7,725.00	\$4,575.00	37.20%	
Contributions & Donations	\$800.00	\$1,400.00	-\$600.00	-75.00%	
Fuel Sales	\$58,000.00	\$39,073.58	\$18,926.42	32.63%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Commissions	\$0.00	\$0.00	\$0.00	0.00%	
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Comp. for Loss of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Capital Projects Fund	\$48,375.00	\$0.00	\$48,375.00	100.00%	
47310 AIRPORT	\$916,225.00	\$95,046.14	\$821,178.86		
101 GENERAL FUND	\$4,714,290.00	\$2,041,433.07	\$2,672,856.93		
220 STORM WATER FUND					
47800 STORM WATER					
Federal Grants	\$0.00	\$0.00	\$0.00	0.00%	
Interest Earnings	\$0.00	\$0.00	\$0.00	0.00%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Dividends	\$0.00	\$0.00	\$0.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Penalties	\$800.00	\$1,230.29	-\$430.29	-53.79%	
Storm Water Fees	\$114,000.00	\$95,248.41	\$18,751.59	16.45%	
Trf from General Fund	\$0.00	\$0.00	\$0.00	0.00%	
47800 STORM WATER	\$114,800.00	\$96,478.70	\$18,321.30		
220 STORM WATER FUND	\$114,800.00	\$96,478.70	\$18,321.30		
222 FIRE FUND					
42220 FIRE					
Penalties & Interest	\$0.00	\$0.00	\$0.00	0.00%	
Federal Grants	\$0.00	\$0.00	\$0.00	0.00%	
Other State Grants & Aids	\$4,000.00	\$3,275.16	\$724.84	18.12%	
Fire Protection/Calls	\$40,000.00	\$24,012.50	\$15,987.50	39.97%	
Police & Fire Reports	\$0.00	\$0.00	\$0.00	0.00%	
Fire Protection Services	\$96,411.00	\$96,411.00	\$0.00	0.00%	
Special Assessments	\$0.00	\$550.00	-\$550.00	0.00%	
Int/Pen on Spec Assmts	\$0.00	\$5.50	-\$5.50	0.00%	
Interest Earnings	\$0.00	\$0.00	\$0.00	0.00%	
Dividends	\$0.00	\$0.00	\$0.00	0.00%	



CITY OF MORA
Revenue Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Contributions & Donations	\$0.00	\$30,924.25	-\$30,924.25	0.00%	See Note E.
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Trf from General Fund	\$41,755.00	\$41,755.00	\$0.00	0.00%	
Trf from Capital Projects Fund	\$17,950.00	\$0.00	\$17,950.00	100.00%	
42220 FIRE	\$200,116.00	\$196,933.41	\$3,182.59		
222 FIRE FUND	\$200,116.00	\$196,933.41	\$3,182.59		
225 CEMETERY FUND					
47810 CEMETERY					
Perpetual Care	\$0.00	\$0.00	\$0.00	0.00%	
Sales of Lots	\$20,000.00	\$18,000.00	\$2,000.00	10.00%	
Interment Fees	\$25,000.00	\$32,810.00	-\$7,810.00	-31.24%	
Stone Setting Fee	\$1,600.00	\$1,600.00	\$0.00	0.00%	
Interest Earnings	\$0.00	\$1.24	-\$1.24	0.00%	
Unrealized Gain/(Loss) on Inv	\$0.00	\$0.00	\$0.00	0.00%	
Dividends	\$0.00	\$0.00	\$0.00	0.00%	
Rent	\$0.00	\$0.00	\$0.00	0.00%	
Contributions & Donations	\$0.00	\$50.00	-\$50.00	0.00%	
Misc Income	\$0.00	\$0.00	\$0.00	0.00%	
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Comp. for Loss of Fixed Assets	\$0.00	\$0.00	\$0.00	0.00%	
Trf from General Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf from Permanent Fund	\$0.00	\$69.64	-\$69.64	0.00%	
Trf from Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
47810 CEMETERY	\$46,600.00	\$52,530.88	-\$5,930.88		
225 CEMETERY FUND	\$46,600.00	\$52,530.88	-\$5,930.88		
609 LIQUOR FUND					
49750 LIQUOR STORE					
Interest Earnings	\$0.00	\$0.00	\$0.00	0.00%	
Dividends	\$0.00	\$0.00	\$0.00	0.00%	
Service Chg on NSF Checks	\$0.00	\$30.00	-\$30.00	0.00%	
Misc Income	\$300.00	\$0.00	\$300.00	100.00%	
Recoveries of Bad Debt	\$0.00	\$0.00	\$0.00	0.00%	
Wine Club	\$2,000.00	\$1,937.00	\$63.00	3.15%	
Wine Sales	\$394,200.00	\$295,116.34	\$99,083.66	25.14%	
Liquor Sales	\$1,324,100.00	\$1,153,816.84	\$170,283.16	12.86%	
Beer Sales	\$2,222,200.00	\$1,694,676.39	\$527,523.61	23.74%	
Liquor & Beer Coupons	\$0.00	\$0.00	\$0.00	0.00%	
Misc Sales	\$180,000.00	\$221,160.83	-\$41,160.83	-22.87%	
THC Infused Sales	\$0.00	\$9,834.91	-\$9,834.91	0.00%	
Lottery	\$3,500.00	\$5,059.15	-\$1,559.15	-44.55%	
Commissions	\$1,000.00	\$963.19	\$36.81	3.68%	
Cash Discounts	\$0.00	\$0.00	\$0.00	0.00%	
Cash Over/Short	-\$300.00	-\$367.82	\$67.82	-22.61%	
Trf from General Fund	\$0.00	\$0.00	\$0.00	0.00%	
49750 LIQUOR STORE	\$4,127,000.00	\$3,382,226.83	\$744,773.17		
609 LIQUOR FUND	\$4,127,000.00	\$3,382,226.83	\$744,773.17		



CITY OF MORA
Revenue Guideline For City Council
Current Period: September 2023

Last Dim Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
	\$9,202,806.00	\$5,769,602.89	\$3,433,203.11		



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
101 GENERAL FUND					
41000 GENERAL GOVERNMENT					
Repair/Maint - Bldg & Equip	\$500.00	\$0.00	\$500.00	100.00%	
Engineering	\$0.00	\$0.00	\$0.00	0.00%	
Contributions	\$23,000.00	\$15,000.03	\$7,999.97	34.78%	
Insurance	\$7,570.00	\$5,281.47	\$2,288.53	30.23%	
Workers Comp Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Miscellaneous	\$800.00	\$0.00	\$800.00	100.00%	
Tax Abatement Payments	\$4,000.00	\$0.00	\$4,000.00	100.00%	
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%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Enterprise Fund	\$0.00	\$0.00	\$0.00	0.00%	
41000 GENERAL GOVERNMENT	\$35,870.00	\$20,281.50	\$15,588.50	43.46%	
41110 MAYOR & COUNCIL					
Wages & Salaries	\$21,000.00	\$15,749.91	\$5,250.09	25.00%	
FICA	\$1,302.00	\$976.59	\$325.41	24.99%	
Medicare	\$305.00	\$228.24	\$76.76	25.17%	
Office Supplies	\$300.00	\$237.91	\$62.09	20.70%	
Other Operating Supplies	\$50.00	\$56.79	-\$6.79	-13.58%	
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Small Tools & Equipment	\$0.00	\$472.97	-\$472.97	0.00%	
Engineering	\$0.00	\$0.00	\$0.00	0.00%	
Legal Services	\$500.00	\$1,419.50	-\$919.50	-183.90%	See Note F.
Professional Services - Misc	\$0.00	\$0.00	\$0.00	0.00%	
Postage	\$35.00	\$0.00	\$35.00	100.00%	
Meetings, Training, & Travel	\$1,000.00	\$280.00	\$720.00	72.00%	
Advertising	\$250.00	\$150.00	\$100.00	40.00%	
Contributions	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$120.00	\$60.75	\$59.25	49.38%	
Workers Comp Insurance	\$122.00	\$50.91	\$71.09	58.27%	
Dues & Subscriptions	\$10,000.00	\$11,274.00	-\$1,274.00	-12.74%	
Miscellaneous	\$300.00	\$198.85	\$101.15	33.72%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
41110 MAYOR & COUNCIL	\$35,284.00	\$31,156.42	\$4,127.58	11.70%	
41320 ADMINISTRATION					
Wages & Salaries	\$94,050.00	\$96,009.50	-\$1,959.50	-2.08%	
PERA	\$7,054.00	\$7,201.00	-\$147.00	-2.08%	
FICA	\$5,831.00	\$5,748.94	\$82.06	1.41%	
Medicare	\$1,364.00	\$1,344.71	\$19.29	1.41%	
ICMA	\$0.00	\$0.00	\$0.00	0.00%	
VEBA or H.S.A.	\$0.00	\$0.00	\$0.00	0.00%	
Health Insurance	\$4,695.00	\$3,371.31	\$1,323.69	28.19%	
Life Insurance	\$138.00	\$183.98	-\$45.98	-33.32%	
Dental Insurance	\$64.00	\$48.06	\$15.94	24.91%	
Office Supplies	\$400.00	\$494.03	-\$94.03	-23.51%	
Motor Fuels	\$0.00	\$0.00	\$0.00	0.00%	
Lubricants & Additives	\$0.00	\$0.00	\$0.00	0.00%	
Other Operating Supplies	\$75.00	\$22.81	\$52.19	69.59%	
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Small Tools & Equipment	\$50.00	\$67.41	-\$17.41	-34.82%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Engineering	\$500.00	\$0.00	\$500.00	100.00%	
Legal Services	\$500.00	\$360.00	\$140.00	28.00%	
Professional Services - Misc	\$2,000.00	\$14,439.89	-\$12,439.89	-621.99%	See Note G.
Telephone	\$300.00	\$0.00	\$300.00	100.00%	
Postage	\$30.00	\$9.90	\$20.10	67.00%	
Meetings, Training, & Travel	\$2,000.00	\$1,431.45	\$568.55	28.43%	
Insurance	\$440.00	\$264.78	\$175.22	39.82%	
Workers Comp Insurance	\$904.00	\$364.65	\$539.35	59.66%	
Dues & Subscriptions	\$1,100.00	\$137.70	\$962.30	87.48%	
Miscellaneous	\$0.00	\$643.32	-\$643.32	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
41320 ADMINISTRATION	\$121,495.00	\$132,143.44	-\$10,648.44	-8.76%	
41410 ELECTIONS					
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Printed Forms & Paper	\$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%	
Contractual Labor	\$0.00	\$0.00	\$0.00	0.00%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
41410 ELECTIONS	\$0.00	\$0.00	\$0.00	0.00%	
41520 FINANCE					
Wages & Salaries	\$111,104.00	\$48,992.46	\$62,111.54	55.90%	
PERA	\$8,333.00	\$3,580.20	\$4,752.80	57.04%	
FICA	\$6,888.00	\$2,972.25	\$3,915.75	56.85%	
Medicare	\$1,611.00	\$695.19	\$915.81	56.85%	
VEBA or H.S.A.	\$1,200.00	\$850.00	\$350.00	29.17%	
Health Insurance	\$16,800.00	\$11,680.70	\$5,119.30	30.47%	
Life Insurance	\$207.00	\$120.93	\$86.07	41.58%	
Dental Insurance	\$64.00	\$42.72	\$21.28	33.25%	
Office Supplies	\$500.00	\$729.25	-\$229.25	-45.85%	
Printed Forms & Paper	\$0.00	\$0.00	\$0.00	0.00%	
Motor Fuels	\$0.00	\$0.00	\$0.00	0.00%	
Other Operating Supplies	\$100.00	\$187.87	-\$87.87	-87.87%	
Repair/Maint - Bldg & Equip	\$0.00	\$4.99	-\$4.99	0.00%	
Small Tools & Equipment	\$100.00	\$352.14	-\$252.14	-252.14%	
Auditing	\$9,000.00	\$10,619.00	-\$1,619.00	-17.99%	
Legal Services	\$0.00	\$0.00	\$0.00	0.00%	
Assessing	\$14,408.00	\$15,379.00	-\$971.00	-6.74%	
Professional Services - Misc	\$23,500.00	\$10,731.25	\$12,768.75	54.34%	
Telephone	\$0.00	\$0.00	\$0.00	0.00%	
Postage	\$1,500.00	\$1,274.91	\$225.09	15.01%	
Meetings, Training, & Travel	\$700.00	\$2,703.09	-\$2,003.09	-286.16%	
Advertising	\$60.00	\$0.00	\$60.00	100.00%	
Insurance	\$1,300.00	\$666.72	\$633.28	48.71%	
Workers Comp Insurance	\$933.00	\$387.06	\$545.94	58.51%	
Dues & Subscriptions	\$350.00	\$363.00	-\$13.00	-3.71%	
Miscellaneous	\$50.00	\$124.16	-\$74.16	-148.32%	
Payment Processing Expenses	\$0.00	\$2.01	-\$2.01	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
41520 FINANCE	\$198,708.00	\$112,458.90	\$86,249.10	43.40%	
41610 LEGAL					
Legal Services	\$32,000.00	\$23,752.85	\$8,247.15	25.77%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Professional Services - Misc	\$800.00	\$450.00	\$350.00	43.75%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$50.00	\$29.25	\$20.75	41.50%	
41610 LEGAL	\$32,850.00	\$24,232.10	\$8,617.90	26.23%	
41800 HUMAN RESOURCES					
Wages & Salaries	\$0.00	\$0.00	\$0.00	0.00%	
PERA	\$0.00	\$0.00	\$0.00	0.00%	
FICA	\$0.00	\$0.00	\$0.00	0.00%	
Medicare	\$0.00	\$0.00	\$0.00	0.00%	
Health Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Life Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Dental Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$200.00	\$250.91	-\$50.91	-25.46%	
Recognition/Wellness Programs	\$3,000.00	\$818.62	\$2,181.38	72.71%	
Uniforms	\$0.00	\$0.00	\$0.00	0.00%	
Small Tools & Equipment	\$0.00	\$30.99	-\$30.99	0.00%	
Legal Services	\$1,000.00	\$5,510.00	-\$4,510.00	-451.00%	
Professional Services - Misc	\$20,000.00	\$4,738.13	\$15,261.87	76.31%	
Postage	\$450.00	\$225.00	\$225.00	50.00%	
Meetings, Training, & Travel	\$1,000.00	\$1,059.89	-\$59.89	-5.99%	
Advertising	\$6,800.00	\$10,214.42	-\$3,414.42	-50.21%	
Insurance	\$40.00	\$29.97	\$10.03	25.08%	
Workers Comp Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Dues & Subscriptions	\$230.00	\$439.00	-\$209.00	-90.87%	
Miscellaneous	\$50.00	\$0.00	\$50.00	100.00%	
Payment Processing Expenses	\$1,000.00	\$350.00	\$650.00	65.00%	
41800 HUMAN RESOURCES	\$33,770.00	\$23,666.93	\$10,103.07	29.92%	
41910 PLANNING & ZONING					
Wages & Salaries	\$67,535.00	\$45,158.26	\$22,376.74	33.13%	
PERA	\$4,953.00	\$3,386.85	\$1,566.15	31.62%	
FICA	\$4,187.00	\$2,732.70	\$1,454.30	34.73%	
Medicare	\$979.00	\$639.11	\$339.89	34.72%	
VEBA or H.S.A.	\$1,020.00	\$765.00	\$255.00	25.00%	
Health Insurance	\$14,280.00	\$10,512.63	\$3,767.37	26.38%	
Life Insurance	\$117.00	\$106.01	\$10.99	9.39%	
Dental Insurance	\$90.00	\$67.23	\$22.77	25.30%	
Office Supplies	\$200.00	\$73.90	\$126.10	63.05%	
Other Operating Supplies	\$50.00	\$0.00	\$50.00	100.00%	
Small Tools & Equipment	\$200.00	\$35.60	\$164.40	82.20%	
Engineering	\$1,000.00	\$0.00	\$1,000.00	100.00%	
Legal Services	\$2,500.00	\$808.00	\$1,692.00	67.68%	
Professional Services - Misc	\$5,000.00	\$880.56	\$4,119.44	82.39%	
Telephone	\$300.00	\$259.17	\$40.83	13.61%	
Postage	\$30.00	\$0.00	\$30.00	100.00%	
Meetings, Training, & Travel	\$1,000.00	\$116.80	\$883.20	88.32%	
Advertising	\$600.00	\$389.61	\$210.39	35.07%	
Insurance	\$400.00	\$187.47	\$212.53	53.13%	
Workers Comp Insurance	\$695.00	\$281.23	\$413.77	59.54%	
Dues & Subscriptions	\$650.00	\$225.93	\$424.07	65.24%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
41910 PLANNING & ZONING	\$105,786.00	\$66,626.06	\$39,159.94	37.02%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
41920 INFORMATION TECHNOLOGY					
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Other Operating Supplies	\$250.00	\$1,484.00	-\$1,234.00	-493.60%	
Repair/Maint - Bldg & Equip	\$2,000.00	\$1,867.07	\$132.93	6.65%	
Small Tools & Equipment	\$2,000.00	\$837.46	\$1,162.54	58.13%	
Professional Services - Misc	\$20,000.00	\$22,340.73	-\$2,340.73	-11.70%	
Telephone	\$1,150.00	\$795.51	\$354.49	30.83%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Rentals	\$3,800.00	\$1,633.91	\$2,166.09	57.00%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$23,000.00	\$8,484.50	\$14,515.50	63.11%	
41920 INFORMATION TECHN	\$52,200.00	\$37,443.18	\$14,756.82	28.27%	
41940 CITY HALL BUILDING					
Wages & Salaries	\$12,005.00	\$9,799.91	\$2,205.09	18.37%	
PERA	\$900.00	\$404.76	\$495.24	55.03%	
FICA	\$744.00	\$591.83	\$152.17	20.45%	
Medicare	\$174.00	\$138.45	\$35.55	20.43%	
VEBA or H.S.A.	\$132.00	\$95.69	\$36.31	27.51%	
Health Insurance	\$1,895.00	\$1,339.97	\$555.03	29.29%	
Life Insurance	\$16.00	\$13.76	\$2.24	14.00%	
Dental Insurance	\$13.00	\$10.18	\$2.82	21.69%	
Cleaning Supplies	\$300.00	\$20.64	\$279.36	93.12%	
Laundry/Rugs	\$600.00	\$676.10	-\$76.10	-12.68%	
Other Operating Supplies	\$250.00	\$684.98	-\$434.98	-173.99%	
Repair/Maint - Bldg & Equip	\$3,000.00	\$839.62	\$2,160.38	72.01%	
Small Tools & Equipment	\$250.00	\$440.47	-\$190.47	-76.19%	
Professional Services - Misc	\$300.00	\$0.00	\$300.00	100.00%	
Telephone	\$7,000.00	\$6,044.87	\$955.13	13.64%	
Meetings, Training, & Travel	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$2,390.00	\$1,704.78	\$685.22	28.67%	
Workers Comp Insurance	\$276.00	\$131.11	\$144.89	52.50%	
Electricity	\$4,000.00	\$3,455.60	\$544.40	13.61%	
Water	\$1,000.00	\$719.57	\$280.43	28.04%	
Natural Gas - Heat	\$3,000.00	\$2,480.79	\$519.21	17.31%	
Garbage Removal	\$700.00	\$569.07	\$130.93	18.70%	
Sewer	\$550.00	\$387.29	\$162.71	29.58%	
Storm Water	\$150.00	\$122.56	\$27.44	18.29%	
Rentals	\$600.00	\$578.40	\$21.60	3.60%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$100,000.00	\$85,935.20	\$14,064.80	14.06%	
41940 CITY HALL BUILDING	\$140,245.00	\$117,185.60	\$23,059.40	16.44%	
41941 LIBRARY BUILDING					
Wages & Salaries	\$13,335.00	\$4,766.77	\$8,568.23	64.25%	
PERA	\$1,000.00	\$15.33	\$984.67	98.47%	
FICA	\$827.00	\$295.02	\$531.98	64.33%	
Medicare	\$193.00	\$69.14	\$123.86	64.18%	
VEBA or H.S.A.	\$24.00	\$1.94	\$22.06	91.92%	
Health Insurance	\$430.00	\$31.96	\$398.04	92.57%	
Life Insurance	\$4.00	\$0.35	\$3.65	91.25%	
Dental Insurance	\$1.00	\$0.08	\$0.92	92.00%	
Cleaning Supplies	\$200.00	\$58.10	\$141.90	70.95%	
Laundry/Rugs	\$900.00	\$653.06	\$246.94	27.44%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Other Operating Supplies	\$150.00	\$290.61	-\$140.61	-93.74%	
Landscaping Materials	\$0.00	\$0.00	\$0.00	0.00%	
Repair/Maint - Bldg & Equip	\$2,000.00	\$3,221.79	-\$1,221.79	-61.09%	See Note H.
Small Tools & Equipment	\$200.00	\$69.98	\$130.02	65.01%	
Professional Services - Misc	\$0.00	\$0.00	\$0.00	0.00%	
Telephone	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$1,690.00	\$1,198.53	\$491.47	29.08%	
Workers Comp Insurance	\$218.00	\$88.56	\$129.44	59.38%	
Electricity	\$3,900.00	\$3,760.84	\$139.16	3.57%	
Water	\$400.00	\$329.53	\$70.47	17.62%	
Natural Gas - Heat	\$3,250.00	\$1,852.68	\$1,397.32	42.99%	
Garbage Removal	\$350.00	\$324.36	\$25.64	7.33%	
Sewer	\$500.00	\$395.92	\$104.08	20.82%	
Storm Water	\$150.00	\$122.56	\$27.44	18.29%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
41941 LIBRARY BUILDING	\$29,722.00	\$17,547.11	\$12,174.89	40.96%	
41942 DEPOT BUILDING					
Other Operating Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Landscaping Materials	\$0.00	\$0.00	\$0.00	0.00%	
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Professional Services - Misc	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
41942 DEPOT BUILDING	\$0.00	\$0.00	\$0.00	0.00%	
42120 LAW ENFORCEMENT					
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Small Tools & Equipment	\$0.00	\$0.00	\$0.00	0.00%	
Professional Services - Misc	\$747,015.00	\$482,315.35	\$264,699.65	35.43%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$1,010.00	\$663.75	\$346.25	34.28%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$8,500.00	\$0.00	\$8,500.00	100.00%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
42120 LAW ENFORCEMENT	\$756,525.00	\$482,979.10	\$273,545.90	36.16%	
42220 FIRE					
Fire Relief Pension	\$56,000.00	\$2,000.00	\$54,000.00	96.43%	
Contract Services	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Special Revenue Fund	\$41,755.00	\$41,755.00	\$0.00	0.00%	
Trf to Capital Projects Fund	\$42,913.00	\$42,913.00	\$0.00	0.00%	
42220 FIRE	\$140,668.00	\$86,668.00	\$54,000.00	38.39%	
42401 BUILDING					
Wages & Salaries	\$69,166.00	\$50,087.01	\$19,078.99	27.58%	
PERA	\$5,187.00	\$3,756.47	\$1,430.53	27.58%	
FICA	\$4,288.00	\$3,041.64	\$1,246.36	29.07%	
Medicare	\$1,003.00	\$711.42	\$291.58	29.07%	
VEBA or H.S.A.	\$1,080.00	\$810.00	\$270.00	25.00%	
Health Insurance	\$15,120.00	\$11,131.02	\$3,988.98	26.38%	
Life Insurance	\$124.00	\$112.15	\$11.85	9.56%	
Dental Insurance	\$13.00	\$9.62	\$3.38	26.00%	



CITY OF MORA

Expenditure Guideline For City Council

Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Office Supplies	\$200.00	\$103.29	\$96.71	48.36%	
Printed Forms & Paper	\$100.00	\$0.00	\$100.00	100.00%	
Motor Fuels	\$400.00	\$156.38	\$243.62	60.91%	
Other Operating Supplies	\$100.00	\$0.00	\$100.00	100.00%	
Repair/Maint - Bldg & Equip	\$100.00	\$98.00	\$2.00	2.00%	
Small Tools & Equipment	\$100.00	\$325.06	-\$225.06	-225.06%	
Engineering	\$1,000.00	\$0.00	\$1,000.00	100.00%	
Legal Services	\$300.00	\$0.00	\$300.00	100.00%	
Professional Services - Misc	\$1,000.00	\$418.70	\$581.30	58.13%	
Telephone	\$500.00	\$407.19	\$92.81	18.56%	
Postage	\$50.00	\$0.00	\$50.00	100.00%	
Meetings, Training, & Travel	\$1,000.00	\$0.00	\$1,000.00	100.00%	
Advertising	\$0.00	\$72.00	-\$72.00	0.00%	
Insurance	\$670.00	\$385.47	\$284.53	42.47%	
Workers Comp Insurance	\$719.00	\$287.55	\$431.45	60.01%	
Contractual Labor	\$0.00	\$0.00	\$0.00	0.00%	
Dues & Subscriptions	\$150.00	\$0.00	\$150.00	100.00%	
Miscellaneous	\$25.00	\$0.00	\$25.00	100.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
42401 BUILDING	\$102,395.00	\$71,912.97	\$30,482.03	29.77%	
43121 STREETS					
Wages & Salaries	\$159,093.00	\$92,919.83	\$66,173.17	41.59%	
PERA	\$11,871.00	\$6,968.97	\$4,902.03	41.29%	
FICA	\$9,864.00	\$5,506.01	\$4,357.99	44.18%	
Medicare	\$2,307.00	\$1,287.74	\$1,019.26	44.18%	
VEBA or H.S.A.	\$1,053.00	\$657.57	\$395.43	37.55%	
Health Insurance	\$26,354.00	\$14,148.87	\$12,205.13	46.31%	
Life Insurance	\$305.00	\$200.43	\$104.57	34.29%	
Dental Insurance	\$55.00	\$41.32	\$13.68	24.87%	
Unemployment Benefit Pmts	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$200.00	\$127.96	\$72.04	36.02%	
Cleaning Supplies	\$100.00	\$29.97	\$70.03	70.03%	
Motor Fuels	\$22,000.00	\$23,387.47	-\$1,387.47	-6.31%	
Lubricants & Additives	\$3,500.00	\$866.81	\$2,633.19	75.23%	
Chemicals	\$300.00	\$314.01	-\$14.01	-4.67%	
Other Operating Supplies	\$0.00	\$891.02	-\$891.02	0.00%	
Uniforms	\$1,000.00	\$450.00	\$550.00	55.00%	
Tires	\$3,000.00	\$322.50	\$2,677.50	89.25%	
Street Maint - Labor&Materials	\$140,000.00	\$41,937.37	\$98,062.63	70.04%	
Landscaping Materials	\$700.00	\$760.00	-\$60.00	-8.57%	
Street Signs	\$3,000.00	\$449.06	\$2,550.94	85.03%	
Repair/Maint - Bldg & Equip	\$30,000.00	\$31,163.38	-\$1,163.38	-3.88%	
Small Tools & Equipment	\$3,000.00	\$2,325.54	\$674.46	22.48%	
Engineering	\$500.00	\$0.00	\$500.00	100.00%	
Professional Services - Misc	\$2,000.00	\$5,212.30	-\$3,212.30	-160.62%	
Telephone	\$2,700.00	\$1,862.69	\$837.31	31.01%	
Postage	\$40.00	\$0.00	\$40.00	100.00%	
Meetings, Training, & Travel	\$500.00	\$0.00	\$500.00	100.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$6,670.00	\$4,127.22	\$2,542.78	38.12%	
Workers Comp Insurance	\$16,316.00	\$6,770.75	\$9,545.25	58.50%	
Electricity	\$2,000.00	\$1,236.86	\$763.14	38.16%	
Garbage Removal	\$900.00	\$1,154.43	-\$254.43	-28.27%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Rentals	\$150.00	\$0.00	\$150.00	100.00%	
Dues & Subscriptions	\$0.00	\$40.00	-\$40.00	0.00%	
Miscellaneous	\$500.00	\$528.00	-\$28.00	-5.60%	
Capital Outlay	\$539,500.00	\$391,248.58	\$148,251.42	27.48%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Debt Service Fund	\$77,250.00	\$0.00	\$77,250.00	100.00%	
43121 STREETS	\$1,066,728.00	\$636,936.66	\$429,791.34	40.29%	
43125 ICE & SNOW REMOVAL					
Wages & Salaries	\$16,132.00	\$36,834.33	-\$20,702.33	-128.33%	
PERA	\$1,210.00	\$2,762.75	-\$1,552.75	-128.33%	
FICA	\$1,000.00	\$2,152.33	-\$1,152.33	-115.23%	
Medicare	\$234.00	\$503.44	-\$269.44	-115.15%	
VEBA or H.S.A.	\$83.00	\$137.20	-\$54.20	-65.30%	
Health Insurance	\$2,708.00	\$8,277.40	-\$5,569.40	-205.66%	
Life Insurance	\$34.00	\$123.85	-\$89.85	-264.26%	
Dental Insurance	\$1.00	\$0.05	\$0.95	95.00%	
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Cleaning Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Motor Fuels	\$0.00	\$0.00	\$0.00	0.00%	
Lubricants & Additives	\$0.00	\$0.00	\$0.00	0.00%	
Chemicals	\$15,000.00	\$8,175.08	\$6,824.92	45.50%	
Other Operating Supplies	\$5,000.00	\$0.00	\$5,000.00	100.00%	
Tires	\$0.00	\$0.00	\$0.00	0.00%	
Repair/Maint - Bldg & Equip	\$0.00	\$0.00	\$0.00	0.00%	
Telephone	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Workers Comp Insurance	\$1,584.00	\$657.38	\$926.62	58.50%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
43125 ICE & SNOW REMOVAL	\$42,986.00	\$59,623.81	-\$16,637.81	-38.71%	
43160 STREET LIGHTING					
Wages & Salaries	\$0.00	\$0.00	\$0.00	0.00%	
PERA	\$0.00	\$0.00	\$0.00	0.00%	
FICA	\$0.00	\$0.00	\$0.00	0.00%	
Medicare	\$0.00	\$0.00	\$0.00	0.00%	
Electricity	\$35,000.00	\$23,436.98	\$11,563.02	33.04%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$9,000.00	\$27,393.00	-\$18,393.00	-204.37%	See Note I.
43160 STREET LIGHTING	\$44,000.00	\$50,829.98	-\$6,829.98	-15.52%	
43180 GARAGE					
Wages & Salaries	\$1,852.00	\$1,668.44	\$183.56	9.91%	
PERA	\$132.00	\$56.85	\$75.15	56.93%	
FICA	\$115.00	\$100.78	\$14.22	12.37%	
Medicare	\$27.00	\$23.58	\$3.42	12.67%	
VEBA or H.S.A.	\$0.00	\$4.47	-\$4.47	0.00%	
Health Insurance	\$0.00	\$136.34	-\$136.34	0.00%	
Life Insurance	\$0.00	\$2.01	-\$2.01	0.00%	
Dental Insurance	\$0.00	\$0.48	-\$0.48	0.00%	
Cleaning Supplies	\$200.00	\$13.30	\$186.70	93.35%	
Lubricants & Additives	\$100.00	\$252.45	-\$152.45	-152.45%	
Chemicals	\$100.00	\$0.00	\$100.00	100.00%	



CITY OF MORA

Expenditure Guideline For City Council

Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Other Operating Supplies	\$500.00	\$1,132.40	-\$632.40	-126.48%	
Repair/Maint - Bldg & Equip	\$8,000.00	\$2,764.65	\$5,235.35	65.44%	
Small Tools & Equipment	\$2,000.00	\$242.51	\$1,757.49	87.87%	
Professional Services - Misc	\$40.00	\$312.50	-\$272.50	-681.25%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$2,180.00	\$1,584.72	\$595.28	27.31%	
Workers Comp Insurance	\$26.00	\$10.42	\$15.58	59.92%	
Electricity	\$4,000.00	\$3,787.78	\$212.22	5.31%	
Water	\$400.00	\$301.88	\$98.12	24.53%	
Natural Gas - Heat	\$6,500.00	\$5,965.28	\$534.72	8.23%	
Garbage Removal	\$2,200.00	\$1,677.39	\$522.61	23.76%	
Sewer	\$475.00	\$352.77	\$122.23	25.73%	
Storm Water	\$300.00	\$225.87	\$74.13	24.71%	
Rentals	\$200.00	\$0.00	\$200.00	100.00%	
Miscellaneous	\$100.00	\$20.00	\$80.00	80.00%	
Capital Outlay	\$210,000.00	\$0.00	\$210,000.00	100.00%	
43180 GARAGE	\$239,447.00	\$20,636.87	\$218,810.13	91.38%	
45124 AQUATIC CENTER					
Wages & Salaries	\$167,773.00	\$160,827.24	\$6,945.76	4.14%	
PERA	\$5,627.00	\$2,656.07	\$2,970.93	52.80%	
FICA	\$10,402.00	\$9,868.37	\$533.63	5.13%	
Medicare	\$2,433.00	\$2,308.03	\$124.97	5.14%	
VEBA or H.S.A.	\$846.00	\$647.08	\$198.92	23.51%	
Health Insurance	\$11,867.00	\$8,910.60	\$2,956.40	24.91%	
Life Insurance	\$98.00	\$89.97	\$8.03	8.19%	
Dental Insurance	\$90.00	\$69.02	\$20.98	23.31%	
Unemployment Benefit Pmts	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$200.00	\$143.64	\$56.36	28.18%	
Printed Forms & Paper	\$200.00	\$172.00	\$28.00	14.00%	
Cleaning Supplies	\$700.00	\$726.18	-\$26.18	-3.74%	
Chemicals	\$20,000.00	\$24,823.76	-\$4,823.76	-24.12%	
Other Operating Supplies	\$3,000.00	\$5,540.01	-\$2,540.01	-84.67%	
Uniforms	\$1,100.00	\$0.00	\$1,100.00	100.00%	
Landscaping Materials	\$500.00	\$0.00	\$500.00	100.00%	
Repair/Maint - Bldg & Equip	\$10,000.00	\$6,066.30	\$3,933.70	39.34%	
Small Tools & Equipment	\$3,000.00	\$3,313.75	-\$313.75	-10.46%	
Merchandise for Resale	\$20,000.00	\$32,867.89	-\$12,867.89	-64.34%	
Professional Services - Misc	\$1,000.00	\$0.00	\$1,000.00	100.00%	
Telephone	\$1,400.00	\$890.38	\$509.62	36.40%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Meetings, Training, & Travel	\$1,500.00	\$1,425.50	\$74.50	4.97%	
Advertising	\$750.00	\$262.30	\$487.70	65.03%	
Insurance	\$5,510.00	\$3,824.28	\$1,685.72	30.59%	
Workers Comp Insurance	\$11,273.00	\$4,688.33	\$6,584.67	58.41%	
Electricity	\$10,000.00	\$10,238.39	-\$238.39	-2.38%	
Water	\$4,000.00	\$4,466.90	-\$466.90	-11.67%	
Natural Gas - Heat	\$15,000.00	\$16,642.67	-\$1,642.67	-10.95%	
Garbage Removal	\$800.00	\$770.37	\$29.63	3.70%	
Sewer	\$1,500.00	\$857.28	\$642.72	42.85%	
Storm Water	\$200.00	\$1,464.93	-\$1,264.93	-632.47%	
Rentals	\$0.00	\$184.00	-\$184.00	0.00%	
Bad Debts/NSF Checks	\$0.00	\$0.00	\$0.00	0.00%	
Dues & Subscriptions	\$1,500.00	\$1,005.00	\$495.00	33.00%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Miscellaneous	\$500.00	-\$106.20	\$606.20	121.24%	
Payment Processing Expenses	\$4,000.00	\$3,737.51	\$262.49	6.56%	
Capital Outlay	\$10,000.00	\$3,409.69	\$6,590.31	65.90%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
45124 AQUATIC CENTER	\$326,769.00	\$312,791.24	\$13,977.76	4.28%	
45202 PARKS					
Wages & Salaries	\$81,781.00	\$42,495.84	\$39,285.16	48.04%	
PERA	\$5,408.00	\$2,607.58	\$2,800.42	51.78%	
FICA	\$5,070.00	\$2,505.90	\$2,564.10	50.57%	
Medicare	\$1,186.00	\$586.08	\$599.92	50.58%	
VEBA or H.S.A.	\$426.00	\$163.84	\$262.16	61.54%	
Health Insurance	\$12,642.00	\$5,941.95	\$6,700.05	53.00%	
Life Insurance	\$155.00	\$89.14	\$65.86	42.49%	
Dental Insurance	\$13.00	\$9.54	\$3.46	26.62%	
Unemployment Benefit Pmts	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$25.00	\$20.00	\$5.00	20.00%	
Cleaning Supplies	\$50.00	\$0.00	\$50.00	100.00%	
Motor Fuels	\$3,000.00	\$2,594.19	\$405.81	13.53%	
Lubricants & Additives	\$200.00	\$47.90	\$152.10	76.05%	
Chemicals	\$300.00	\$829.51	-\$529.51	-176.50%	
Other Operating Supplies	\$400.00	\$503.05	-\$103.05	-25.76%	
Uniforms	\$1,000.00	\$225.00	\$775.00	77.50%	
Tires	\$400.00	\$988.25	-\$588.25	-147.06%	
Street Maint - Labor&Materials	\$14,000.00	\$0.00	\$14,000.00	100.00%	
Landscaping Materials	\$1,000.00	\$69.99	\$930.01	93.00%	
Street Signs	\$300.00	\$146.95	\$153.05	51.02%	
Repair/Maint - Bldg & Equip	\$6,000.00	\$11,640.79	-\$5,640.79	-94.01%	See Note O.
Small Tools & Equipment	\$1,200.00	\$4,691.72	-\$3,491.72	-290.98%	See Notes L & N.
Decorations	\$0.00	\$0.00	\$0.00	0.00%	
Engineering	\$0.00	\$202.31	-\$202.31	0.00%	
Professional Services - Misc	\$10,000.00	\$10,410.00	-\$410.00	-4.10%	
Telephone	\$550.00	\$641.20	-\$91.20	-16.58%	
Postage	\$10.00	\$17.66	-\$7.66	-76.60%	
Meetings, Training, & Travel	\$500.00	\$0.00	\$500.00	100.00%	
Advertising	\$1,500.00	\$1,935.20	-\$435.20	-29.01%	
Contributions	\$2,000.00	\$2,000.00	\$0.00	0.00%	
Insurance	\$3,780.00	\$2,638.53	\$1,141.47	30.20%	
Workers Comp Insurance	\$7,843.00	\$3,260.68	\$4,582.32	58.43%	
Electricity	\$2,400.00	\$2,358.51	\$41.49	1.73%	
Garbage Removal	\$1,100.00	\$518.04	\$581.96	52.91%	
Storm Water	\$450.00	\$355.05	\$94.95	21.10%	
Rentals	\$1,000.00	\$1,597.72	-\$597.72	-59.77%	
Dues & Subscriptions	\$1,000.00	\$1,080.50	-\$80.50	-8.05%	
Miscellaneous	\$500.00	\$300.00	\$200.00	40.00%	
Property Tax Expense	\$2,200.00	\$0.00	\$2,200.00	100.00%	
Capital Outlay	\$6,800.00	\$0.00	\$6,800.00	100.00%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
45202 PARKS	\$176,189.00	\$103,472.62	\$72,716.38	41.27%	
47310 AIRPORT					
Wages & Salaries	\$33,922.00	\$22,826.29	\$11,095.71	32.71%	
PERA	\$2,413.00	\$1,643.68	\$769.32	31.88%	
FICA	\$2,103.00	\$1,369.64	\$733.36	34.87%	
Medicare	\$492.00	\$320.17	\$171.83	34.92%	



CITY OF MORA

Expenditure Guideline For City Council

Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
VEBA or H.S.A.	\$150.00	\$243.98	-\$93.98	-62.65%	
Health Insurance	\$5,159.00	\$4,474.69	\$684.31	13.26%	
Life Insurance	\$66.00	\$68.64	-\$2.64	-4.00%	
Dental Insurance	\$1.00	\$0.04	\$0.96	96.00%	
Cleaning Supplies	\$100.00	\$0.00	\$100.00	100.00%	
Motor Fuels	\$3,000.00	\$3,287.34	-\$287.34	-9.58%	
Lubricants & Additives	\$100.00	\$38.99	\$61.01	61.01%	
Chemicals	\$30.00	\$0.00	\$30.00	100.00%	
Other Operating Supplies	\$300.00	\$196.83	\$103.17	34.39%	
Uniforms	\$200.00	\$54.00	\$146.00	73.00%	
Tires	\$500.00	\$276.75	\$223.25	44.65%	
Street Maint - Labor&Materials	\$20,000.00	\$9,711.00	\$10,289.00	51.45%	
Landscaping Materials	\$200.00	\$0.00	\$200.00	100.00%	
Repair/Maint - Bldg & Equip	\$15,000.00	\$3,436.34	\$11,563.66	77.09%	
Small Tools & Equipment	\$1,000.00	\$400.99	\$599.01	59.90%	
Merchandise for Resale	\$50.00	\$0.00	\$50.00	100.00%	
Fuel for Resale	\$50,000.00	\$28,020.30	\$21,979.70	43.96%	
Engineering	\$160,000.00	\$0.00	\$160,000.00	100.00%	
Legal Services	\$500.00	\$867.00	-\$367.00	-73.40%	
Professional Services - Misc	\$10,000.00	\$0.00	\$10,000.00	100.00%	
Telephone	\$2,000.00	\$1,146.50	\$853.50	42.68%	
Postage	\$20.00	\$0.00	\$20.00	100.00%	
Meetings, Training, & Travel	\$100.00	\$0.00	\$100.00	100.00%	
Advertising	\$500.00	\$943.00	-\$443.00	-88.60%	
Insurance	\$6,240.00	\$4,520.25	\$1,719.75	27.56%	
Workers Comp Insurance	\$3,224.00	\$1,338.35	\$1,885.65	58.49%	
Electricity	\$6,500.00	\$4,557.39	\$1,942.61	29.89%	
Water	\$800.00	\$582.95	\$217.05	27.13%	
Natural Gas - Heat	\$3,000.00	\$2,478.41	\$521.59	17.39%	
Garbage Removal	\$60.00	\$77.22	-\$17.22	-28.70%	
Sewer	\$1,000.00	\$663.52	\$336.48	33.65%	
Storm Water	\$1,200.00	\$922.72	\$277.28	23.11%	
Rentals	\$150.00	\$170.00	-\$20.00	-13.33%	
Dues & Subscriptions	\$200.00	\$175.54	\$24.46	12.23%	
Miscellaneous	\$50.00	\$0.00	\$50.00	100.00%	
Payment Processing Expenses	\$1,500.00	\$1,028.33	\$471.67	31.44%	
Property Tax Expense	\$2,500.00	\$2,536.00	-\$36.00	-1.44%	
Capital Outlay	\$705,000.00	\$186,808.05	\$518,191.95	73.50%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
47310 AIRPORT	\$1,039,330.00	\$285,184.90	\$754,145.10	72.56%	
101 GENERAL FUND	\$4,720,967.00	\$2,693,777.39	\$2,027,189.61	42.94%	
220 STORM WATER FUND					
47800 STORM WATER					
Wages & Salaries	\$18,293.00	\$6,569.68	\$11,723.32	64.09%	
PERA	\$1,346.00	\$492.66	\$853.34	63.40%	
FICA	\$1,134.00	\$379.25	\$754.75	66.56%	
Medicare	\$265.00	\$88.81	\$176.19	66.49%	
VEBA or H.S.A.	\$84.00	\$7.92	\$76.08	90.57%	
Health Insurance	\$3,009.00	\$728.53	\$2,280.47	75.79%	
Life Insurance	\$39.00	\$12.72	\$26.28	67.38%	
Dental Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Motor Fuels	\$0.00	\$0.00	\$0.00	0.00%	
Other Operating Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Uniforms	\$300.00	\$117.00	\$183.00	61.00%	
Street Maint - Labor&Materials	\$10,000.00	\$0.00	\$10,000.00	100.00%	
Repair/Maint - Bldg & Equip	\$5,000.00	\$547.97	\$4,452.03	89.04%	
Small Tools & Equipment	\$200.00	\$97.00	\$103.00	51.50%	
Auditing	\$0.00	\$0.00	\$0.00	0.00%	
Engineering	\$1,000.00	\$0.00	\$1,000.00	100.00%	
Professional Services - Misc	\$500.00	\$546.56	-\$46.56	-9.31%	
Telephone	\$300.00	\$176.67	\$123.33	41.11%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Meetings, Training, & Travel	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Depreciation	\$13,853.00	\$15,853.14	-\$2,000.14	-14.44%	
Insurance	\$140.00	\$85.50	\$54.50	38.93%	
Workers Comp Insurance	\$1,938.00	\$804.17	\$1,133.83	58.51%	
Rentals	\$0.00	\$195.00	-\$195.00	0.00%	
Storm Water Credit	\$1,400.00	\$1,255.05	\$144.95	10.35%	
Miscellaneous	\$0.00	\$40.00	-\$40.00	0.00%	
Change in Pension	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
Interest Expense	\$22,250.00	\$22,244.80	\$5.20	0.02%	
Trf to General Fund	\$1,422.00	\$750.00	\$672.00	47.26%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Debt Service Fund	\$0.00	\$0.00	\$0.00	0.00%	
Trf to Enterprise Fund	\$0.00	\$0.00	\$0.00	0.00%	
47800 STORM WATER	\$82,473.00	\$50,992.43	\$31,480.57	38.17%	
220 STORM WATER FUND	\$82,473.00	\$50,992.43	\$31,480.57	38.17%	
222 FIRE FUND					
42220 FIRE					
Wages & Salaries	\$62,000.00	\$46,780.32	\$15,219.68	24.55%	
PERA	\$200.00	\$56.58	\$143.42	71.71%	
FICA	\$3,850.00	\$2,899.37	\$950.63	24.69%	
Medicare	\$900.00	\$678.35	\$221.65	24.63%	
ICMA	\$0.00	\$0.00	\$0.00	0.00%	
VEBA or H.S.A.	\$0.00	\$16.04	-\$16.04	0.00%	
Health Insurance	\$380.00	\$221.92	\$158.08	41.60%	
Life Insurance	\$5.00	\$2.22	\$2.78	55.60%	
Dental Insurance	\$0.00	\$0.01	-\$0.01	0.00%	
Unemployment Benefit Pmts	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$300.00	\$164.72	\$135.28	45.09%	
Cleaning Supplies	\$200.00	\$115.24	\$84.76	42.38%	
Motor Fuels	\$4,000.00	\$3,798.15	\$201.85	5.05%	
Lubricants & Additives	\$300.00	\$114.49	\$185.51	61.84%	
Other Operating Supplies	\$1,500.00	\$138.12	\$1,361.88	90.79%	
Uniforms	\$9,500.00	\$5,610.74	\$3,889.26	40.94%	
Tires	\$0.00	\$0.00	\$0.00	0.00%	
Repair/Maint - Bldg & Equip	\$24,000.00	\$29,470.89	-\$5,470.89	-22.80%	See Note M.
Small Tools & Equipment	\$12,950.00	\$8,664.24	\$4,285.76	33.09%	
Legal Services	\$0.00	\$0.00	\$0.00	0.00%	
Medical Services	\$1,000.00	\$0.00	\$1,000.00	100.00%	
Professional Services - Misc	\$5,500.00	\$3,854.00	\$1,646.00	29.93%	



CITY OF MORA
Expenditure Guideline For City Council
 Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Collection Services	\$500.00	\$0.00	\$500.00	100.00%	
Telephone	\$1,000.00	\$678.51	\$321.49	32.15%	
Postage	\$300.00	\$120.00	\$180.00	60.00%	
Meetings, Training, & Travel	\$9,000.00	\$9,742.66	-\$742.66	-8.25%	
Advertising	\$100.00	\$0.00	\$100.00	100.00%	
Insurance	\$4,961.00	\$4,209.03	\$751.97	15.16%	
Workers Comp Insurance	\$27,015.00	\$11,039.94	\$15,975.06	59.13%	
Electricity	\$4,000.00	\$2,865.20	\$1,134.80	28.37%	
Water	\$350.00	\$305.53	\$44.47	12.71%	
Natural Gas - Heat	\$4,500.00	\$4,292.73	\$207.27	4.61%	
Garbage Removal	\$0.00	\$0.00	\$0.00	0.00%	
Sewer	\$350.00	\$334.38	\$15.62	4.46%	
Storm Water	\$0.00	\$0.00	\$0.00	0.00%	
Rentals	\$0.00	\$0.00	\$0.00	0.00%	
Bad Debts/NSF Checks	\$2,000.00	\$0.00	\$2,000.00	100.00%	
Dues & Subscriptions	\$2,500.00	\$1,925.00	\$575.00	23.00%	
Miscellaneous	\$500.00	\$737.52	-\$237.52	-47.50%	
Capital Outlay	\$7,500.00	\$136,474.44	-\$128,974.44	-1719.66%	See Note J.
Trf to General Fund	\$18,250.00	\$3,750.00	\$14,500.00	79.45%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
42220 FIRE	\$209,411.00	\$279,060.34	-\$69,649.34	-33.26%	
222 FIRE FUND	\$209,411.00	\$279,060.34	-\$69,649.34	-33.26%	
225 CEMETERY FUND					
47810 CEMETERY					
Wages & Salaries	\$21,441.00	\$15,053.99	\$6,387.01	29.79%	
PERA	\$913.00	\$792.93	\$120.07	13.15%	
FICA	\$1,329.00	\$896.42	\$432.58	32.55%	
Medicare	\$311.00	\$209.67	\$101.33	32.58%	
VEBA or H.S.A.	\$57.00	\$44.80	\$12.20	21.40%	
Health Insurance	\$2,042.00	\$2,012.38	\$29.62	1.45%	
Life Insurance	\$26.00	\$32.64	-\$6.64	-25.54%	
Dental Insurance	\$0.00	\$0.00	\$0.00	0.00%	
Unemployment Benefit Pmts	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$0.00	\$10.49	-\$10.49	0.00%	
Motor Fuels	\$900.00	\$947.27	-\$47.27	-5.25%	
Lubricants & Additives	\$50.00	\$0.00	\$50.00	100.00%	
Other Operating Supplies	\$0.00	\$0.00	\$0.00	0.00%	
Uniforms	\$200.00	\$54.00	\$146.00	73.00%	
Tires	\$100.00	\$0.00	\$100.00	100.00%	
Street Maint - Labor&Materials	\$1,500.00	\$0.00	\$1,500.00	100.00%	
Landscaping Materials	\$600.00	\$69.99	\$530.01	88.34%	
Street Signs	\$0.00	\$0.00	\$0.00	0.00%	
Repair/Maint - Bldg & Equip	\$8,000.00	\$1,531.61	\$6,468.39	80.85%	
Small Tools & Equipment	\$100.00	\$2,165.88	-\$2,065.88	-2065.88%	See Note L.
Land Purchased for Resale	\$500.00	\$250.00	\$250.00	50.00%	
Professional Services - Misc	\$0.00	\$2,200.00	-\$2,200.00	0.00%	
Contract Services	\$0.00	\$0.00	\$0.00	0.00%	
Telephone	\$120.00	\$73.00	\$47.00	39.17%	
Postage	\$0.00	\$0.00	\$0.00	0.00%	
Advertising	\$0.00	\$0.00	\$0.00	0.00%	
Insurance	\$290.00	\$205.47	\$84.53	29.15%	
Workers Comp Insurance	\$2,379.00	\$964.66	\$1,414.34	59.45%	



CITY OF MORA

Expenditure Guideline For City Council

Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Electricity	\$175.00	\$154.78	\$20.22	11.55%	
Water	\$200.00	\$115.08	\$84.92	42.46%	
Storm Water	\$200.00	\$176.99	\$23.01	11.51%	
Contractual Labor	\$0.00	\$0.00	\$0.00	0.00%	
Rentals	\$100.00	\$180.00	-\$80.00	-80.00%	
Dues & Subscriptions	\$0.00	\$1,705.00	-\$1,705.00	0.00%	
Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$35,000.00	\$0.00	\$35,000.00	100.00%	
Trf to General Fund	\$6,772.00	\$4,500.00	\$2,272.00	33.55%	
Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	0.00%	
47810 CEMETERY	\$83,305.00	\$34,347.05	\$48,957.95	58.77%	
225 CEMETERY FUND	\$83,305.00	\$34,347.05	\$48,957.95	58.77%	
609 LIQUOR FUND					
49750 LIQUOR STORE					
Wages & Salaries	\$337,644.00	\$192,150.20	\$145,493.80	43.09%	
PERA	\$25,323.00	\$14,411.24	\$10,911.76	43.09%	
FICA	\$20,934.00	\$11,422.87	\$9,511.13	45.43%	
Medicare	\$4,896.00	\$2,671.34	\$2,224.66	45.44%	
VEBA or H.S.A.	\$2,412.00	\$900.96	\$1,511.04	62.65%	
Health Insurance	\$50,615.00	\$24,983.77	\$25,631.23	50.64%	
Life Insurance	\$416.00	\$249.53	\$166.47	40.02%	
Dental Insurance	\$257.00	\$96.07	\$160.93	62.62%	
Unemployment Benefit Pmts	\$0.00	\$0.00	\$0.00	0.00%	
Office Supplies	\$500.00	\$149.15	\$350.85	70.17%	
Cleaning Supplies	\$800.00	\$328.68	\$471.32	58.92%	
Off-Sale Supplies	\$4,800.00	\$3,849.94	\$950.06	19.79%	
Other Operating Supplies	\$2,400.00	\$1,655.14	\$744.86	31.04%	
Uniforms	\$300.00	\$343.95	-\$43.95	-14.65%	
Landscaping Materials	\$10,000.00	\$0.00	\$10,000.00	100.00%	
Repair/Maint - Bldg & Equip	\$25,000.00	\$12,186.70	\$12,813.30	51.25%	
Small Tools & Equipment	\$15,500.00	\$225.79	\$15,274.21	98.54%	
Wine Purchased for Resale	\$275,000.00	\$207,349.75	\$67,650.25	24.60%	
Liquor Purchased for Resale	\$995,000.00	\$807,002.12	\$187,997.88	18.89%	
Beer Purchased for Resale	\$1,695,000.00	\$1,351,679.65	\$343,320.35	20.25%	
Misc Purchases - NCBS	\$148,000.00	\$157,832.59	-\$9,832.59	-6.64%	
Deposits>Returns	\$0.00	\$0.00	\$0.00	0.00%	
THC Infused Purchased for Resa	\$0.00	\$7,849.81	-\$7,849.81	0.00%	
Auditing	\$5,185.00	\$6,027.00	-\$842.00	-16.24%	
Legal Services	\$400.00	\$377.00	\$23.00	5.75%	
Professional Services - Misc	\$5,000.00	\$645.00	\$4,355.00	87.10%	
Telephone	\$5,100.00	\$3,890.77	\$1,209.23	23.71%	
Postage	\$250.00	\$105.00	\$145.00	58.00%	
Meetings, Training, & Travel	\$700.00	\$717.25	-\$17.25	-2.46%	
Advertising	\$10,000.00	\$7,958.96	\$2,041.04	20.41%	
Contributions	\$1,800.00	\$1,131.71	\$668.29	37.13%	
Depreciation	\$63,274.00	\$46,261.65	\$17,012.35	26.89%	
Insurance	\$18,250.00	\$11,898.00	\$6,352.00	34.81%	
Workers Comp Insurance	\$15,723.00	\$6,399.69	\$9,323.31	59.30%	
Electricity	\$23,000.00	\$17,787.44	\$5,212.56	22.66%	
Water	\$375.00	\$358.00	\$17.00	4.53%	
Natural Gas - Heat	\$0.00	\$0.00	\$0.00	0.00%	
Garbage Removal	\$2,600.00	\$2,242.07	\$357.93	13.77%	



CITY OF MORA

Expenditure Guideline For City Council

Current Period: September 2023

Last Dim Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget Remain	Explanation
Sewer	\$500.00	\$352.77	\$147.23	29.45%	
Storm Water	\$220.00	\$161.41	\$58.59	26.63%	
Rentals	\$1,700.00	\$1,214.37	\$485.63	28.57%	
Bad Debts/NSF Checks	\$150.00	\$100.00	\$50.00	33.33%	
Dues & Subscriptions	\$2,700.00	\$2,700.00	\$0.00	0.00%	
Miscellaneous	\$200.00	\$116.40	\$83.60	41.80%	
Payment Processing Expenses	\$71,000.00	\$112,152.01	-\$41,152.01	-57.96%	See Note K.
Wine Club Expense	\$2,100.00	\$882.84	\$1,217.16	57.96%	
Property Tax Expense	\$9,805.00	\$9,804.97	\$0.03	0.00%	
Change in Pension	\$0.00	\$0.00	\$0.00	0.00%	
Capital Outlay	\$0.00	\$0.00	\$0.00	0.00%	
Interest Expense	\$22,750.00	\$17,062.47	\$5,687.53	25.00%	
Trf to General Fund	\$304,561.00	\$225,749.97	\$78,811.03	25.88%	
49750 LIQUOR STORE	\$4,182,140.00	\$3,273,436.00	\$908,704.00	21.73%	
609 LIQUOR FUND	\$4,182,140.00	\$3,273,436.00	\$908,704.00	21.73%	
	\$9,278,296.00	\$6,331,613.21	\$2,946,682.79	31.76%	

**CITY OF MORA**

Notes to the Financial Statements
For the Quarter Ended September 30, 2023

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

- A. General Fund allocation of Industrial Park Land Sale Agreement default payment (NorthStar Pontoon).
- B. Forfeited Driveway and Landscape Deposits approved on May 16, 2023 council meeting.
- C. MMU electric rebates.
- D. Insurance claim proceeds from damage to light pole.
- E. Mora Fire Relief Association donations for equipment – extrication tools, batteries, structure gloves. Acceptance of donation approved on March 17, 2023 and June 20, 2023 council meetings.

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

- F. Campbell & Knutson – Council Orientation
- G. SEH – TH 65 Bike Trail extension services
- H. Library building air conditioner repair.
- I. Replace 2 damaged street light poles, one additional for inventory.
- J. Helie – purchase of fire truck, Midwest Fire Equipment – deposit for fire tanker, American Door Works – overhead garage door, M & T Fire – extrication tools.
- K. Significant increase in credit card processing fees.
- L. Bench replacement and shared purchase of a root rake grapple (w/Street and Parks Depts.)
- M. Repair of 2013 International Truck – North Central International LLC.
- N. Purchase of wheelchair accessible pick table and John Deere heavy duty broom attachment.
- O. Park mower repair parts and broom drive shaft for attachment; Mora Klocka motor repair parts.



OFFICE

KANABEC COUNTY SHERIFF

SHERIFF BRIAN SMITH

18 NORTH VINE STREET, SUITE 143, MORA, MN 55051

October 2023

During the month of October, 2023 Kanabec County Sheriff's Office contract cars responded to or initiated approximately 447 calls for service within the City of Mora. The most frequent calls for service were Traffic complaints/violations (96), Medical Emergencies (55) and Suspicious persons/vehicles/ or occurrences (29).

Deputies logged 28 foot patrols in city parks and the downtown business district.

Contract deputies participated in a community "Truck or Treat" at Recovering Hope and passed out candy with the Mora Area Fire Dept on Halloween night.

Deputies received training in Use of Force Tactics and Firearms.

The Kanabec County Sheriff's Office continues to proudly serve the citizens of Mora within Kanabec County. The Sheriff's Office encourages any and all community members to contact our office with any questions, comments, or concerns.

Sincerely,

Sergeant Dylan VanGorden #3104

WEARING THE STAR OF HONOR AND SERVICE

ADMINISTRATION (320) 679-8410 • 24 HOUR DISPATCH (320) 679-8400 • FAX (320) 679-8422



CAD Summary Report

Printed On: 11/02/23 10:50

Kanabec County Sheriff's Office

	10/23	Total
911 Hang-ups-Abandoned-Open Line	20	20
Agency Assist	8	8
Alarms All (Home, Business, Bank, misc)	10	10
Animal Bites	1	1
Animal Neglect	1	1
Animal-All Other	7	7
Assault	2	2
Child Custody Issues	2	2
Civil Assist	12	12
Community	2	2
Crim Sex	1	1
Disorderly Conduct	9	9
Domestic Disturbance/Assaults	5	5
Drug calls - All	3	3
DTP	2	2
Escorts-Funerals, Races, etc	2	2
Fire- Mora Area Fire Calls	3	3
Fires - All Others	2	2
Foot Patrol	28	28
Found - animals, property, etc	7	7
Fraud	4	4
Harassing communications calls	6	6
Health and Safety	1	1
Hospice Deaths	2	2
Information and misc calls	16	16
Juvenile calls excluding tobacco, drugs, alcohol	5	5
Maltreatment	12	12
Medical Emergency	55	55



CAD Summary Report

Printed On: 11/02/23 10:50

	10/23	Total
Meetings and Presentations	1	1
Mora Ordinance Violations	1	1
Motorist Assist calls	2	2
Neighborhood Disputes	1	1
Noise - including loud music, parties, etc	2	2
Parking Violations	1	1
POR- Predatory Offender calls	2	2
Public assist calls	4	4
Records checks	3	3
Road Hazards	2	2
Secure Helipad	12	12
Suicide threats-attempts	2	2
Suspicious- persons, vehicles, and occurrences	29	29
Theft-not vehicle	15	15
Threats	2	2
Traffic / Driving complaints	8	8
Traffic Accident	4	4
Traffic Violation	88	88
Trespassing complaints	2	2
Unwanted person	10	10
Vehicle off Road	1	1
Vehicle Theft	1	1
Violation of Court Order	3	3
Warrant Entry and Arrests	4	4
Welfare Check	19	19
Total	447	447

City of Mora Planning Commission
Minutes
5:30 p.m. Monday, November 13, 2023
Mora City Hall, 101 Lake St, Mora, MN 55051

Pursuant to due call and notice thereof Chair Sheldon Shepard called to order the regular meeting of the Planning Commission at 5:30 p.m. Monday, November 13, 2023, in the Mora City Hall council chambers.

2. Roll call:

Commissioners present: Sheldon Shepard, Tim Dahlberg, Sara Treiber and Lance Strande

Commissioners absent: Jody Anderson

Staff present: Building Official Caleb Christenson, Community Development Director Kirsten Faurie

Guests: Sadie Broekemeier – Recovering Hope Treatment Center; Danielle DeMarre – All Energy Solar

3. Adopt Agenda: MOTION made by Treiber, seconded by Dahlberg and unanimously carried to adopt the agenda as presented.

4. Approval of Minutes: MOTION made by Dahlberg, seconded by Shepard and unanimously carried to approve the October 2, 2023 minutes as presented.

5. Open Forum: No one spoke during open forum

6. Old Business: None

7. Public Hearings:

a. Conditional Use Permit (CUP) Request for solar system at 711 Fair Oaks Dr.

Shepard opened the public hearing at 5:32 p.m. Danielle DeMarre of All Energy Solar spoke representing the project. It is a 15-module system designed to offset their electrical consumption. The project meets the city's ordinance requirements. City staff had no concerns. Shepard closed the public hearing at 5:33 p.m.

- i.** The commission discussed the project and expressed no concerns. Dahlberg liked the addition of condition #10 which prevents unused/inoperable systems from becoming a nuisance. MOTION by Treiber to approve Resolution # PC 2023-1111, seconded by Dahlberg and unanimously carried.

b. Conditional Use Permit (CUP) Request to allow a residential facility serving more than six unrelated person to be located in the R-3 Multiple Dwelling District.

Shepard opened the public hearing at 5:37 p.m. Faurie introduced the CUP request from Ray Ludowese of Recovering Hope Treatment Center. RHTC proposes the construction of four pre-fabricated houses with attached garages on Hope Lane. Each home has eight bedrooms, with the intent to house two RHTC's clients per bedroom for a total of 16 persons per house. The houses are adjacent to the existing RHTC campus and facility.

Sadie Broekemeier representing Recovering Hope explained Minnesota has changed

City of Mora Planning Commission
Minutes
5:30 p.m. Monday, November 13, 2023
Mora City Hall, 101 Lake St, Mora, MN 55051

how substance use services are provided. These homes are a reaction to those changes and an attempt to provide a medium-level intensity of care for clients and keep them engaged in treatment. It is a licensed, intensive out-patient program with a lodging component. The homes will have live-in staff, as well as staff nearby in the existing facility.

No concerns were identified by the Public Works Director, City Administrator, Building official or Fire Chief.

The homes will be on Hope Lane, a privately owned and maintained road with plans to pave it in the spring. The commission discussed whether or not additional off-street parking would be required. The commission discussed that most of the clients do not have their own vehicle, and the existing parking lot at RHTC seems larger than what is needed. Considering the unique circumstances of the project, that demand for parking spaces would be low, the road privately owned and maintained, and additional off-street parking could easily be accessed at the RHTC campus, the board determined they would not require more parking as a condition of the CUP.

Shepard closed the public hearing at 5:56 p.m.

- i. The commission discussed the project and expressed no concerns. MOTION by Dahlberg to approve Resolution # PC 2023-1111 with an amendment: "Condition 5: Due to the road being a private road, nearby parking at the main campus, and other unique aspects of the use, no additional off-street parking is being required." Seconded by Treiber and unanimously carried.

8. New Business:

- a. 2024 Meeting Schedule: MOTION by Treiber, seconded by Dahlberg and unanimously carried to approve the 2024 Meeting Schedule.

9. Reports: Staff had no additional items to report.

10. Adjournment: MOTION to adjourn by Treiber, seconded by Dahlberg, and unanimously carried to adjourn the Planning Commission meeting at 6:07 p.m. The next regular meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, December 11, 2023.**

Commission Chair

Attest: _____

Kirsten Faurie
Community Development Director

City of Mora Airport Board
Meeting Minutes
5:00 p.m. Tuesday, November 14, 2023
Mora City Hall, 101 Lake St. S, Mora, MN

Pursuant to due call and notice thereof Nick Stafford called to order the regular meeting of the Airport Board at 5:00 p.m., on Tuesday, November 14, 2023, in the Mora City Hall council chambers.

2. Roll Call: Present: Stefan Salmonson, Karla Kastenbauer, Nick Stafford, Sadie Broekemeier

Absent: Dave Gunderson

Staff Present: City Administrator Glenn Anderson, Airport Manager Joe Kohlgraf, Community Development Director Kirsten Faurie

Guests: Short Elliott Hendrickson (SEH) representatives Airport Planner Melissa Underwood and Airport Engineer Jake Jorgenson

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

4. Minutes: MOTION made by Kastenbauer, seconded by Salmonson, and unanimously carried to approve the minutes from September 12, 2023 as presented.

5. New Business:

- a. 2024 Meeting Calendar: MOTION made by Broekemeier, seconded by Kastenbauer and unanimously carried to approve the 2024 Meeting Calendar as presented.

6. Old Business: none

7. Reports:

- a. SEH Grant Projects: Representatives from Short Elliot Hendrickson (SEH) provided updates to the board regarding airport projects.

Airport Engineer Jake Jorgenson reported taxilane reconstruction of taxilanes Alpha, Delta, and Foxtrot has been completed.

Melissa Underwood discussed the Triggering Event Master Plan (TEMP) for Runway 17/35. The goal is to get funding from the FAA to reconstruct the primary runway. In order to accomplish this, the FAA asked for a planning study. Underwood connected with a variety of airport users to survey them about their use of the airport. The results showed many of the aircraft currently using the runway don't justify the need for the full 4,794 foot runway; results show justification for a 4200 foot runway. However, shortening the runway incurs additional costs including removing taxilane pavement, lighting, etc. Factoring in what federal and state funds will contribute, it would cost the

City of Mora Airport Board
Meeting Minutes
5:00 p.m. Tuesday, November 14, 2023
Mora City Hall, 101 Lake St. S, Mora, MN

city an additional \$100,000 to reconstruct the full length of the existing runway vs. shortening the runway. Total costs are actually less expensive to reconstruct the full length of the runway, but the city's share of the costs is higher. It would cost the city \$270,000 to for the full length, \$170,000 to shorten the runway. If the runway were shortened, it would be shortened on the south end of the airport so as not to disrupt the crosswind runway intersection.

If reduced, it may be more difficult to lengthen the runway in the future. The consensus of the board was to support reconstruction of the full length and not shorten the runway. Members of the airport board and SEH were encouraged to attend the Dec. 19 city council meeting to advocate for their position.

- b. Kohlgraf reported looking into snow removal equipment for the airport and having some wildlife issues. Beavers had plugged a culvert on the north side of the airport. The situation has been remedied.

8. Adjournment: MOTION made by Gunderson, seconded by Salmonson, and unanimously carried to adjourn the Airport Board meeting at 5:23 p.m.

8. Adjournment: MOTION made by Kastenbauer, seconded by Broekemeier and unanimously carried to adjourn the airport board at 5:18 p.m.

The next regular meeting of the Airport Board is scheduled for **5 p.m. Tuesday, Dec. 12, 2023.**

Board Chair

Attest: _____
Kirsten Faurie, Community
Development Director

**City of Mora, MN
PARK BOARD
Meeting Minutes**

November 14, 2023

Present: Steven Holcombe, Alison Holland, Sam Pioske, Kyle Shepard
Absent: Curt Sammann
Staff Present: Joe Kohlgraf , Jeff Krie, Glenn Anderson

1. Call to Order. Chair Pioske called the meeting to order at 6:00 p.m.
2. Roll Call. All present except Curt Sammann
3. Adopt Agenda. Motion by Shepard, second by Holland to adopt the November 14, 2023 meeting agenda as presented. All present voted aye. Motion carried.
4. Minutes. Motion by Holland, second by Shepard to approve the September 12, 2023 meeting minutes as presented. All present voted aye. Motion carried.
5. Open Forum. No one showed up to speak at the open forum.
6. Pickleball/Tennis Court Resurfacing. Kohlgraf shared with the board the bid he received on the Pickleball/Tennis Court to resurface the courts. The courts are in need of resurfacing and at this point the money is in the budget to complete the project in 2024. Kohlgraf stated it was not much more money to add two additional courts pickleball courts to the existing tennis court which would bring the pickleball courts to four. An additional pickleball court will be added to the basketball court. Holcombe asked if some of the expense could be shared by the pickleball group. Staff said they would share that request with the group. Krie also shared he is trying for a grant to help offset cost.
7. Fall Fest. Krie shared information on Fall Fest and asked the Park Board their thoughts on 2023 Fall Fest and asked the board on what date they would like to have Fall Fest in 2024. The board was in agreement that it was very successful. A discussion on some better controls on some of the activities to help with safety and some minor details to help with the event to run smoother. Sheppard suggested to see if we could get the Sherriff reserves to help monitor Fall Fest. Krie said he would follow up on that request. Suggestion was presented to have the pumpkin painting by the gazebo as this is a sitting activity and people could listen to the band. A motion was made to have Fall Fest on September 14, 2023 by Sheppard. It was second by Holcombe. All present voted aye. Motion carried.
8. Fox Run Playground. Krie shared with the board to revisit Fox Run Playground as the grant will be coming soon. Suggestions were made to maybe add one or two ADA play features if they could be incorporated in the design. Holland asked if at least a Wheelchair Swing play feature could be added. Kohlgraf suggested to look at the distance required of current play features for

safety. Krie will bring this back up in the next Park Board Meeting to discuss further and report findings.

9. Music in the Park. Krie shared the survey results from the 2023 Music in the Park season. Krie reviewed a wish list of bands that he is looking at for the 2024 season. Food trucks were brought up by Sheppard and Krie reported that he will investigate it. Holcombe suggested a group that might be a good fit for Mora's Music in the Park and Krie asked Holcombe to have them contact Krie. As it is always nice to promote local musical talent.

10. 2024 Park Board Meeting Schedule. Krie shared the Park Board meeting schedule for the upcoming 2024 year. Sheppard made a motion to adopt the 2024 Park Board Meeting Schedule. Holcombe second the motion. All present voted aye. Motion carried.

11. Reports.

- a. Kohlgraf: Wrapping up parks for the season. Need to do cleanup at Peterson Park. Trails for the winter will be open to the dog park. Other trails will be evaluated.
- b. Krie: Research grants for city projects and working with Kohlgraf and Faurie on possible projects. Review other playgrounds and talking to other cities. Dala Dazzle/Small Business Saturday event is November 25, 2023.
- c. Sheppard: Could the city look at the corn hole toss cement boards and look at the possibility be put at Sunrise Park. Otherwise, lots of positives on parks and trails.
- d. Holcombe: None
- e. Pioske: None
- f. Holland: None

12. Adjournment. Motion by Sheppard, second by Holcombe to adjourn the meeting. All present voted aye. Meeting adjourned at 7:34 p.m.

Sam Pioske, Chair

Jeff Krie, Secretary

City of Mora Economic Development Authority
Minutes
1:00 p.m. Wednesday, November 8, 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 1 p.m., on Wednesday, November 8, 2023, in the Mora City Hall council chambers.

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

Absent: Jody Anderson

Staff Present: City Administrator Glenn Anderson, Administrative Services Director Natasha Segelstrom, Accountant Kelly Christianson

Guests: Derek Carlson – Northstar Pontoons
Jim Hartshorn – Kanabec County EDA Director
Vincent Fashemo

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

4. Minutes: MOTION made by Segner, seconded by J. Anderson and unanimously carried to approve the May 2, 2023 minutes as presented.

5. Claims: MOTION by Baldwin, seconded by Segner and unanimously carried to approve the July-August, August-September, and September-October 2023 claims.

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

7. Special Business: None

8. New Business:

8a. Land Purchase and Development Proposal by Vincent Fashemo: Vincent Fashemo introduced himself to the board and presented his proposal to purchase the Downtown Commercial Corner (former Feed Mill property) (PID 22-03435-00) at the intersection of Union Street and Forest Avenue. Mr. Fashemo explained that his professional background is in healthcare, and that he has been working as an independent contractor for Welia Health for two years. He observed many of his peers were looking for rentable housing space and were unable to find it, forcing them to commute far distances or rent in other communities. With this need in mind, Fashemo saw the lot for sale and called Kirsten Faurie to discuss potential development. Fashemo has some experience in real estate, but not in construction of a new facility. He is working with a consultant, with Faurie and with Kanabec County EDA director Jim Hartshorn.

Fashemo proposed constructing a 10-unit building on the lot. Two units will be rentable

City of Mora Economic Development Authority

Minutes

1:00 p.m. Wednesday, November 8, 2023

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

commercial units on the ground floor. The second and third floors would be apartments, with two two-bedroom units and two one-bedroom units on each floor. The plan also includes space for parking. Fashemo was present to answer questions and ask the EDA for their support of the project before proceeding with next steps in purchasing and developing the property.

Fashemo noted that he is crunching the numbers on the cost to construct the building, which has become higher considering the costs of inflation and higher interest rates. With these high costs in mind, Fashemo asked the city to consider selling the lot for \$1, and consider offering a 5-year tax abatement or other financial incentives. His lender is looking to see the buy-in/support of the city and county before fully backing his proposal. Fashemo said this project would benefit the city by boosting the economy, bring in new residents, provide housing, and support local businesses.

Jensen asked about parking. While a site plan hasn't been completed yet, there is room for resident parking on the site. The Planning Commission may need to make a determination on whether or not the parking is adequate for the use.

Youngquist asked about rental rates. Fashemo estimated the one-bedroom units would be rented for \$1,050; \$1,250 for the two-bedroom units; \$2,500-\$3,000 for the commercial units. Fashemo noted that the affordability of the rents and will be affected by the financial support of the city and county.

Jensen asked for a brief history of the site. Faurie explained that the site was acquired by the city in 2008 as a potential site for a new public library or police department. The City had the then existing feed mill razed, but did not follow through with construction of a facility on the lot. The city subsequently put the lot for sale and requested proposals for development. The city has spent approximately \$173,000 in the acquisition and demolition of the property.

Hartshorn, who has also been working with Faurie and Fashemo, noted that this project is still in its beginning stages, and without doing a full financial analysis, doesn't know what kind of gap-funding it might needed for it to come to fruition. Today's discussion is to see if the EDA likes the project concept, and if it does, they can take next steps. Harthorn noted that by increasing the tax value of the site and adding to the tax rolls, that the city would be able to recoup its expenses relatively quickly. Exactly to what extent won't be known until there is more information about the total value of the project.

Segner, Johnson and Krie voiced support for the project concept.

City of Mora Economic Development Authority
Minutes
1:00 p.m. Wednesday, November 8, 2023
Mora City Hall, 101 Lake St. S, Mora, MN

8b. Land Purchase and Development Proposal by Derek Carlson: Derek Carlson of Northstar Pontoons presented his proposal to purchase seven city-owned lots in the Mora Industrial Park and expand his business. Carlson is working with a new investor/business partner, Robert Davidson. He proposes building four new buildings. One 30,000 square foot building and two 100,000 square foot buildings for more pontoon and boat manufacturing. The fourth building would be an event center for hosting dealer shows, weddings, etc. He compared this proposed event center to Hangar 97 in Forest Lake. Carlson proposes installing a private taxilane from the Industrial Park property to the airport.

Total acreage of the seven lots is 35.35 acres. Carlson is offering \$1,000 per acre, for a total of \$35,350. Total Kanabec County Assessor's office estimated land value is \$288,900. Carlson is considering applying for MIF, tax abatement, job creation fund, etc.

Carlson proposed this project would occur in four phases, each phase creating 15-20 jobs for a total of 60 jobs over the course of the next 5-10 years. He also plans to implement utilize automation in his manufacturing.

Carlson also proposed that the city's unimproved right-of-way through the properties be vacated. This would save the city the investment of constructing the road and utilities to reach the unimproved lots on the east side of the Industrial Park.

Jensen noted that if these seven lots were sold for this project, only one 4.84 acre lot would remain in the park. Faurie noted that if that was the case, the EDA would consider if there is a need to expand the city's industrial space for more businesses. There are not currently plans to do so.

Holland asked about operating an event center in the Industrial Park, and that it may conflict with allowed uses. Faurie noted that J. Anderson, absent today, had questions about this use as well.

Segner said this project would be an exciting expansion for the city.

Jensen inquired about the wages for the jobs being offered. Carlson said his goal was a minimum of \$18/hour for their starting employees.

Faurie noted that Northstar Aluminum made an agreement with the city when they first built in the Industrial Park, in which the city wrote down the cost of the land with the understanding that there would be a certain number of jobs created. Those job requirements have not been met and Faurie advised thinking carefully about what would be a realistic job creation goal for this proposed project.

City of Mora Economic Development Authority
Minutes
1:00 p.m. Wednesday, November 8, 2023
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Johnson asked Carlson about what barriers were hindering job creation at the existing business. Carlson responded that the funding from his current investor has been insufficient to meet their goals.

Segner said the numbers Carlson has presented so far are projections, which contain risk. Assessing the potential of the project and how realistic the plan is would take closer examination of more detailed financial plans at a future date.

8c. 2023 Tax Abatement Report – JCF Properties: The EDA reviewed the tax abatement report from JCF Properties and determined it met its goal of creating residential dwelling units for annual abatement payment. MOTION by Jensen, seconded by Baldwin, and unanimously carried to accept the 2023 report and recommend that the annual abatement payment be made in December per the terms of the Business Subsidy Agreement.

8d. 2023 Tax Abatement Report – Northland Process Piping: The EDA reviewed the Tax abatement report from NPP, which showed they have exceeded their job creation goals. NPP will automatically receive its annual tax Abatement payment in December per the terms of the Business Subsidy Agreement. This report is informational and no action is needed.

8e. Survey for Comprehensive Economic Development Strategy (CEDS): The EDA discussed economic development projects and prioritized them in order to respond to the East Central Regional Development Commission’s CEDS survey. The goal is to show planning and boost regional coordination in seeking grant funding. Faurie clarified that listing a project on the CEDS survey does not mean the EDA is committing any funds to completing the project, or that unlisted projects can’t be pursued.

Faurie mentioned a project EDA may want to consider pursuing is a “Community Tourism Assessment” by the U of M to guide tourism efforts. Cost is approximately \$8,000 or more.

Faurie also mentioned a potential paved bike trail along the railbed connecting Mora to the Munger Trail in Hinckley. The EDA members had not ranked this a very high priority compared to other projects, but other communities, like Quamba, may be more actively pursuing the project. That may be a reason to consider adding it to the CEDS survey.

After discussion, the EDA recommended the following projects be included in the CEDS survey response:

1. Business Retention and Expansion, which can include increasing childcare capacity
2. Tourism
3. Housing
4. Workforce development
5. Infrastructure that improves local quality of life

City of Mora Economic Development Authority
Minutes
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8f. 2024 EDA Meeting Calendar: Faurie presented the proposed 2024 EDA meeting calendar. The meetings are currently occurring quarterly. The board discussed if this was sufficient. There was consensus to tentatively change the meetings to occur at 2 p.m. on the second Tuesday of every odd month. In order to do that, the EDA would need to update its bylaws. A bylaw update and finalization of the calendar will be added to the Jan. 9, 2024 agenda.

9. Old Business:

9a. 2024 EDA Budget & Fee Schedule: City Accountant Kelly Christianson presented the 2024 Budget and Fee Schedule for finalization. Christianson noted that not much had changed from the preliminary to the final budget. The biggest change from the EDA's 2023 budget to the 2024 budget was an increase in Professional Services and Attorneys Fees. The other increase was in property taxes for city-owned properties in the Industrial Park. Revenues have stayed the same. The only change to the fee schedule was the hourly charge of the EDA director.

MOTION by Youngquist, seconded by Segner, and unanimously carried to approve the 2024 Budget and Fee Schedule.

10. Reports

a. Quarterly Financial Report: Christianson presented the EDA Quarterly Financial Report. She reported that fund balances are where they should be for this time of the year. Most of the movement of funds have been due to the Small Cities Development Program (SCDP), which seems to be well-utilized, organized, and overall is flowing smoothly.

b. Activity Update: Faurie provided an update on her recent EDA-related activities. She noted she and Hartshorn been working with Mora Public Schools administration and the school board to discuss potential development of the former Mora High School site. Faurie's overall goal being to develop the site in a planned, cohesive way that can build the tax base and increase housing.

Faurie noted she has been communicating with various business owners and making sure they are connected with the appropriate resources. This has included some potential child care providers.

11. Communications: The board reviewed communications from

- a. Kanabec County EDA Minutes** Holland shared how the city and county have been collaboration on housing, childcare, and business support. Holland shared that East Central Energy is making strong progress in expanding broadband in the rural portions of the county.
- b. Initiative Foundation**

City of Mora Economic Development Authority
Minutes
1:00 p.m. Wednesday, November 8, 2023
Mora City Hall, 101 Lake St. S, Mora, MN

- c. **Top 10 Employers**
- d. **Childcare Supply Demand Gap Analysis:** Faurie noted this analysis was provided by First Children’s Finance and shows a shortage of 109 childcare slots within the Mora zip code.

12. Adjournment: MOTION by Baldwin, seconded by Krie and unanimously carried to adjourn the EDA meeting at 2:55 p.m.

The next regular meeting of the EDA is **2 p.m. Tuesday, January 9, 2023.**

President

City of Mora Staff

DRAFT