



City of Mora
Kanabec County, Minnesota
Meeting Agenda
City Council

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

Tuesday, September 7, 2021

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. Accept Electric Utility Easement – Mora Public Schools
- b. Accept Letter of Resignation – Heavy Equipment Operator/Mechanic
- c. Accept Letter of Resignation – Community Development Director

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

None

7. Public Hearings

None

8. New Business

- a. Proposed Fox Run Park Concept
- b. 2022 Preliminary Budget
- c. Consideration of HRA Levies
- d. Planning Commission Resignation and Vacancy
- e. Airport Board Resignation and Vacancy

9. Old Business

None

10. Communications

None

11. Reports

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

12. Adjournment



MEMORANDUM

Date: September 7, 2021
 To: Mayor and City Council
 From: Beth Thorp, Community Development Director
 RE: Accept Electric Utility Easement – Mora Public Schools

SUMMARY

The City Council will consider accepting a permanent easement for underground electric utility purposes for property located at 200 9th Street E. as part of the Mora High School construction project.

BACKGROUND INFORMATION

The City Council granted a Conditional Use Permit (CUP) to ICS and Mora Public Schools in April 2021 allowing for the construction of Mora High School and related school facilities on property located at 200 9th Street E. The resolution approving the CUP, Resolution No. 2021-423, requires that Mora Public Schools provide the city with any and all permanent easements necessary for trail and utility purposes. The council accepted a trail easement at its May 2021 meeting and is now being asked to accept an electric utility easement for the three parcels that make up the subject site. The attached easement document was prepared by the school district and reviewed by the city attorney.

OPTIONS & IMPACTS

1. Accept the permanent easement for underground electric utility purposes.
 - a. The easement is required by the City Council per Resolution No. 2021-423.
 - b. The easement is necessary in order for the utility to install and maintain electric utility infrastructure.
2. Do not accept the permanent easement for underground electric utility purposes.
 - a. Not accepting the easement will go against Resolution No. 2021-423.
 - b. Not accepting the easement will prohibit the utility from installing and maintaining electric utility infrastructure necessary for all school facilities at 200 9th Street E.

RECOMMENDATIONS

Motion to accept the permanent easement for underground electric utility purposes from Mora Public Schools for three parcels located at 200 9th Street E.

Attachments

Grant of Permanent Easement for Underground Electric Utility Purposes

(Reserved for recording information)

**GRANT OF PERMANENT EASEMENT
FOR UNDERGROUND ELECTRIC UTILITY PURPOSES**

INDEPENDENT SCHOOL DISTRICT NO. 332, a Minnesota school district, “Grantor,” owner of the property legally described on attached Exhibit “A” (“Property”), in consideration of One Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant unto the **CITY OF MORA**, a Minnesota municipal corporation, the Grantee, hereinafter referred to as the “City”, its successors and assigns, forever, a permanent easement for underground electric utility purposes over, on, across, under, above and through that portion of the Property legally described in the attached Exhibit “B” and depicted in the attached Exhibit “C” (“Easement Area”).

1. **Rights Granted.** The perpetual electrical utility easement includes the rights of the City, its contractors, agents, servants and assigns, to inspect, locate, erect, improve, construct, use, alter, add to, relocate, remove, operate, maintain, alter and repair an underground electric distribution line or system, underground conduit and/or cable lines for distributing electrical power, including, but not limited to, all wires, cables, hand holes, transformers, transformer enclosures, connection boxes, ground connection attachments, equipment and related accessories

and appurtenances within the Easement Area. The City shall restore the surface of the land located in the Easement Area in the event of a disturbance caused by the City's improvements.

2. **Right of Access.** Owner also grants to the City, its contractors, agents, servants and assigns, a right of ingress to and egress from the Easement Area over those portions of the above-described Property as reasonably necessary for the City to gain access to the Easement Area for purposes of inspecting, maintaining, altering and repairing the City's facilities.

3. **Warranty of Owner.** The Owner warrants that it is the owner of a fee simple interest in the Property, that it has the right and authority to grant the easement conveyed by this instrument, and that the Property is free and clear of any lien, encumbrance, easement, restriction, covenant or condition, except for those filed of record with the County Recorder/Registrar of Titles in and for Kanabec County, Minnesota.

4. **Easement to Run with the Land.** The easement granted herein shall run with the land and is binding upon the Owner, and its successors and assigns.

IN TESTIMONY WHEREOF, the Grantor hereto has signed this document the ____ day of _____, 2021.

[signature pages to follow]

GRANTOR:
INDEPENDENT SCHOOL DISTRICT NO. 332

By _____
Scott Moe, Board Chair

By _____
Tammy Bohachek, Board Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2021, by Scott Moe and Tammy Bohachek, the Board Chair and Board Clerk, respectively, of Independent School District No. 332, a Minnesota school district, on behalf of the entity.

Notary Public

EXHIBIT “A”
to
GRANT OF PERMANENT EASEMENT
FOR UNDERGROUND ELECTRIC UTILITY PURPOSES

Legal Description of the Property:

The East Half of the Northeast Quarter of the Northwest Quarter and the Northwest Quarter of the Northeast Quarter of Section 11, Township 39, Range 24, Kanabec County, Minnesota; EXCEPT the South 80 feet of the North 503 feet of the East 12 feet of the Northwest Quarter of the Northeast Quarter, of Section 11, Township 39, Range 23, Kanabec County, Minnesota.

[PID: 22.00290.50]

AND

The Southeast Quarter of the Southwest Quarter AND the Southwest Quarter of the Southeast Quarter, Section 2, Township 39, Range 24, Kanabec County, Minnesota.

[PID: 22.00004.10]

AND

The Southeast Quarter of the Southwest Quarter AND the Southwest Quarter of the Southeast Quarter, Section 2, Township 39, Range 24, Kanabec County, Minnesota.

[PID: 22.00004.10]

EXHIBIT “B”
to
GRANT OF PERMANENT EASEMENT
FOR UNDERGROUND ELECTRIC UTILITY PURPOSES

Legal Description of Easement Area:

An easement for utility purposes of, under and across that part of Section 2 and Section 11, Township 39, Range 24 of Kanabec County, Minnesota, described as follows:

Beginning at the Northwest corner of the East Half of the Northeast Quarter of the Northwest Quarter of said Section 11; thence South 00 degrees 18 minutes 18 seconds East, along the west line of said East Half, a distance of 351.48 feet; thence South 89 degrees 41 minutes 42 seconds West, a distance of 40.00 feet; thence North 00 degrees 18 minutes 18 seconds West, a distance of 441.87 feet; thence South 89 degrees 57 minutes 52 seconds East, a distance of 4.98 feet; thence North 00 degrees 02 minutes 08 seconds East, a distance of 26.06 feet; thence South 89 degrees 57 minutes 26 seconds East, a distance of 40.00 feet; thence South 00 degrees 02 minutes 08 seconds West, a distance of 26.05 feet; thence South 89 degrees 57 minutes 52 seconds East, a distance of 476.10 feet; thence South 00 degrees 02 minutes 08 seconds West, a distance of 12.50 feet; thence South 89 degrees 57 minutes 52 seconds East, a distance of 84.00 feet; thence North 00 degrees 02 minutes 08 seconds East, a distance of 12.50 feet; thence South 89 degrees 57 minutes 52 seconds East, a distance of 198.94 feet; thence South 00 degrees 46 minutes 22 seconds East, a distance of 241.30 feet; thence South 03 degrees 47 minutes 37 seconds East, a distance of 153.63 feet; thence South 07 degrees 12 minutes 17 seconds East, a distance of 159.66 feet; thence South 15 degrees 56 minutes 34 seconds East, a distance of 122.28 feet; thence North 89 degrees 04 minutes 00 seconds East, a distance of 105.32 feet; thence South 64 degrees 58 minutes 08 seconds East, a distance of 63.28 feet; thence North 89 degrees 47 minutes 27 seconds East, a distance of 31.65 feet; thence North 67 degrees 54 minutes 13 seconds East, a distance of 421.32 feet; thence North 89 degrees 33 minutes 42 seconds East, a distance of 566.41 feet; thence South 00 degrees 09 minutes 19 seconds East, a distance of 76.15 feet; thence South 89 degrees 19 minutes 15 seconds East, a distance of 12.00 feet; thence South 00 degrees 09 minutes 19 seconds East, a distance of 840.04 feet; thence South 89 degrees 50 minutes 41 seconds West, a distance of 40.00 feet; thence North 00 degrees 09 minutes 19 seconds West, a distance of 800.62 feet; thence North 89 degrees 19 minutes 15 seconds West, a distance of 12.00 feet; thence North 00 degrees 09 minutes 19 seconds West, a distance of 75.37 feet; thence South 89 degrees 33 minutes 42 seconds West, a distance of 518.66 feet; thence South 67 degrees 54 minutes 13 seconds West, a distance of 404.37 feet; thence South 44 degrees 45 minutes 26 seconds East, a distance of 202.02 feet; thence South 45 degrees 14 minutes 34 seconds West, a distance of 32.00 feet; thence North 44 degrees 45 minutes 26 seconds West, a distance of 128.80 feet; thence South 45 degrees 14 minutes 34 seconds West, a distance of 8.00 feet; thence North 44 degrees 45 minutes 26 seconds West, a distance of 101.68 feet; thence South 89 degrees 47 minutes 27 seconds West, a distance of 14.28 feet; thence North 64 degrees 58 minutes 08 seconds West, a distance of 67.63 feet; thence North 00 degrees 56 minutes 00 seconds West, a distance of 9.98 feet; thence South 89 degrees 04 minutes 00 seconds West, a distance of 113.43 feet; thence North 15 degrees 56 minutes 34 seconds West, a distance of 145.90 feet; thence North 07 degrees 12 minutes 17 seconds West, a

distance of 32.40 feet; thence South 82 degrees 47 minutes 43 seconds West, a distance of 12.00 feet; thence North 07 degrees 12 minutes 17 seconds West, a distance of 130.60 feet; thence North 03 degrees 47 minutes 37 seconds West, a distance of 155.88 feet; thence North 00 degrees 46 minutes 22 seconds West, a distance of 202.92 feet; thence North 89 degrees 57 minutes 52 seconds West, a distance of 724.33 feet; thence South 00 degrees 18 minutes 18 seconds East, a distance of 50.16 feet to the Northwest corner of the East Half of the Northeast Quarter of the Northwest Quarter of said Section 11 and the point on beginning.

**EXHIBIT “C”
GRANT OF PERMANENT EASEMENT
FOR UNDERGROUND ELECTRIC UTILITY PURPOSES**

(depiction of easement)



MEMORANDUM

Date: September 7, 2021
To: Mayor and City Council
From: Lindy Crawford, City Administrator
RE: Accept Letter of Resignation – Heavy Equipment Operator/Mechanic

SUMMARY

Andrew Mielke, street department heavy equipment operator/mechanic, has submitted his letter of resignation. His last date of employment was September 3, 2021.

Staff already posted the position and hopes to have the city council approve a new hire as soon as possible.

RECOMMENDATIONS

Motion to accept Andrew Mielke's letter of resignation.

Attachments

Mielke Letter of Resignation

RECEIVED

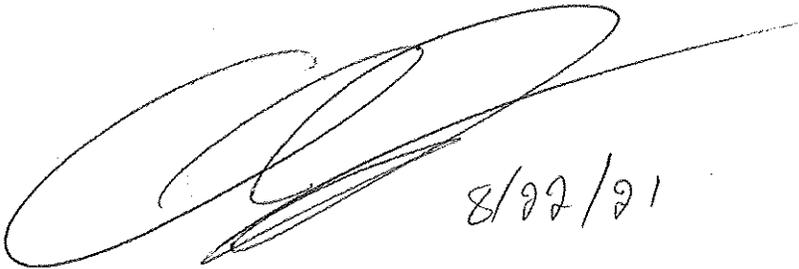
AUG 23 2021

8/22/2021

To whom it may concern,

This letter is to inform you that I am resigning from my position as Mechanic / Heavy Equipment Operator at the City of Mora. I am grateful for the opportunity that was given to me by the City. My last work day will be September 3rd, 2021.

Andrew Mielke



8/22/21



MEMORANDUM

Date: September 7, 2021
To: Mayor and City Council
From: Lindy Crawford, City Administrator
RE: Accept Letter of Resignation – Community Development Director

SUMMARY

After 16 years with the City, Beth Thorp, community development director, has accepted another position with Chisago County. She submitted her letter of resignation and her last date of employment will be September 26, 2021.

Due to the significant role this department head position plays in our organization staff has already begun the recruitment process. Staff has also requested assistance from SEH, city's engineering firm, for planning and land use services during the interim period; a contract for services will be reviewed by the city administrator. During the interim period duties will be distributed to SEH, the city administrator, building official, and administrative services director. It is the goal to have a replacement hired and on staff by November 1, 2021.

RECOMMENDATIONS

Motion to accept Beth Thorp's letter of resignation.

Attachments

Thorp Letter of Resignation

RECEIVED

AUG 27 2021

August 27, 2021

Lindy Crawford, City Administrator
City of Mora
101 Lake Street S.
Mora, Mora 55051

RE: Letter of Resignation

Lindy,

Please accept this letter as my notice of resignation from my position as Community Development Director. My last day of employment with the city will be Sunday, September 26, 2021.

I've worked for the City of Mora since 2005 and I've had the opportunity to be part of some amazing projects and work with a great group of people. In my time with the city I've been given the opportunity to advance and grow professionally, in large part due to the guidance and support you've given me. The job may not always be fun or easy, but I have truly enjoyed working for the City of Mora.

You have my full commitment and cooperation for a smooth transition within the Community Development Department and the organization as a whole.

Sincerely,



Beth Thorp



MEMORANDUM

Date: September 7, 2021
 To: Mayor and City Council
 From: Lindy Crawford, City Administrator
 Jeff Krie, Activities and Recreation Coordinator
 RE: Proposed Fox Run Park Concept

SUMMARY

The City Council will receive and consider a park concept for a new neighborhood park in the Fox Run residential area.

BACKGROUND INFORMATION

Over the past few years previous Park Boards and City Councils have stated a park in the Fox Run residential area is a priority as the area develops with residential homes. In addition, there currently is not a neighborhood park on the east side of Hwy 65/23.

The City owns PIDs 22.07800.00 and 22.07810.00 for a total acreage of approximately 0.75 acres along Nelson Ave. These parcels have been dedicated for the use of park space and must be used as such.

Earlier this year the Council authorized engineering services for the creation of a Fox Run Park concept. Attached is the proposed concept which includes a parking lot, playground, shelter, and a half-court basketball court.

The total estimated project costs are \$184,000. \$80,000 has been included in the 2022 budget for this project. Staff will seek grants and donations for the shelter and playground equipment in 2022, for a total of approximately \$40,000. The park could be constructed in phases, and staff recommends the parking lot, playground area, and shelter be constructed in phase 1. The half-court basketball court would be phase 2 as additional funding becomes available.

Staff is requesting the City Council review and consider the park concept and direct staff appropriately.

OPTIONS & IMPACTS

1. Approve the concept as is or with changes.
 - a. Staff anticipates minor changes to the concept such as location of lighting and installing a six foot wood or vinyl fence instead of a five foot chain-link fence.
 - b. Approving the concept now will allow staff to move forward with funding requests, which some grants have a fast approaching deadline.
2. Direct staff to bring the concept to the Park Board for review before Council approval.
 - a. Bringing this to the Park Board is appropriate. They could review it and recommend approval at their September 14th meeting. Staff would then bring this back to the September 21st Council meeting for approval.

Memorandum

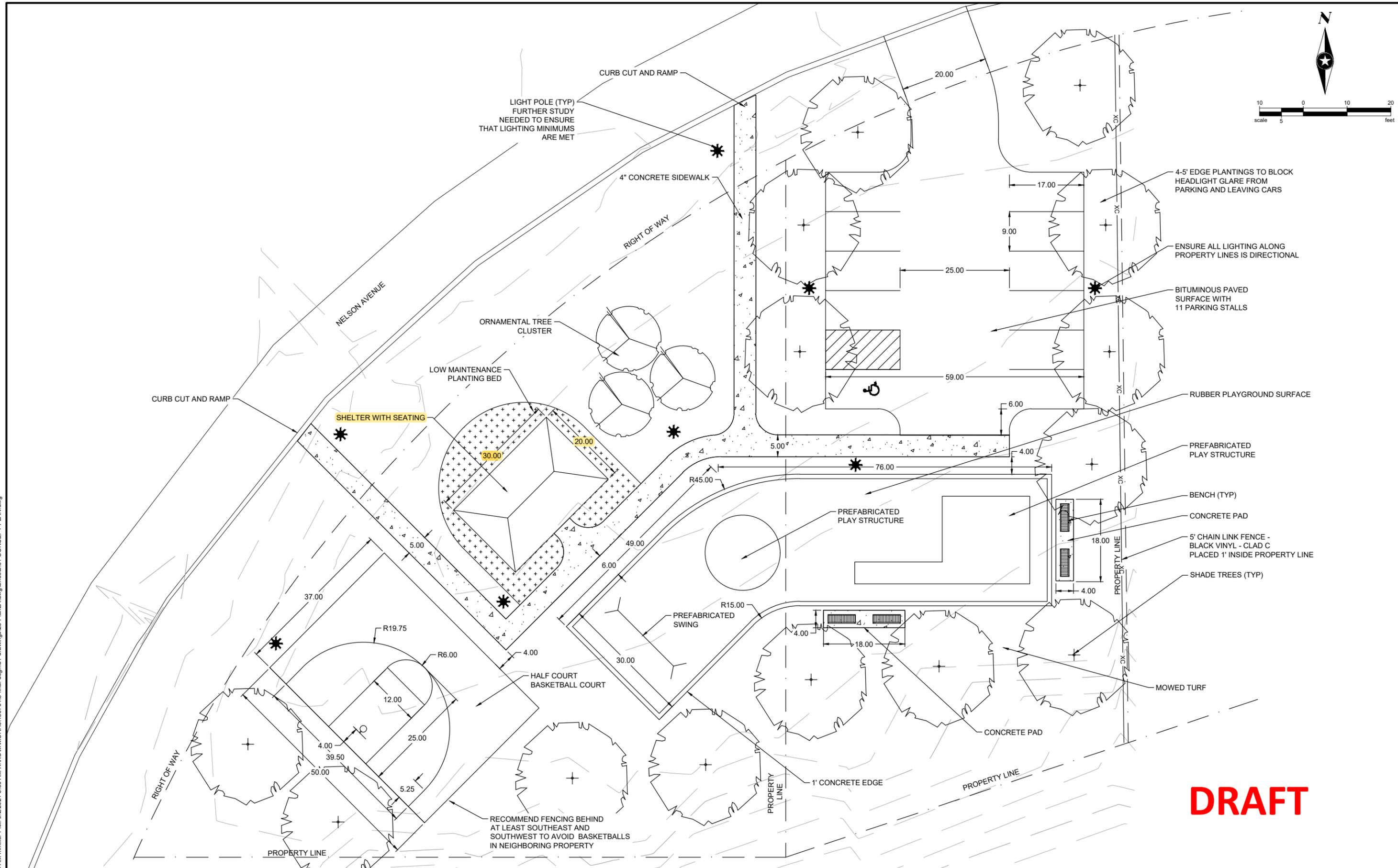
- b. Some grants have fast approaching deadlines, therefore staff will continue to pursue funding requests before formal approval has happened.
3. Reject the concept.
 - a. A park in the Fox Run neighborhood has been a priority for the Park Board and City Council and there is not a neighborhood park on the east side of Hwy 65/23. Therefore, staff does not recommend this option.

RECOMMENDATION

Review and discuss the park concept, approve it as presented, with changes, or request the Park Board review the concept prior to Council approval.

Attachments

Draft Fox Run Park Concept



DRAFT

Save: 9/2/2021 7:33 AM mmiller Plot: 9/2/2021 8:50 AM X:\KOMMORAO\1597045-final-dgn\51-drawings\25-Plan\LA.dwg\Sheets\01 CONCEPT PLAN.dwg

DRAWN BY:	MM
DESIGNER:	MM
CHECKED BY:	GA/KW
DESIGN TEAM	

NO.	BY	DATE	REVISIONS



PHONE: 952.912.2600
10901 RED CIRCLE DRIVE,
SUITE 300
MINNETONKA, MN 55343
www.sehinc.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Date: _____ LICENSED NAME _____ Lic. No. _____

9/2/2021

**PARK CONCEPT
FOX RUN PARK**

FILE NO. **01**



MEMORANDUM

Date: September 7, 2021
 To: Mayor and City Council
 From: Lindy Crawford, City Administrator
 Natasha Segelstrom, Administrative Services Director
 RE: 2022 Preliminary Budget

SUMMARY

Staff has prepared the 2022 preliminary city budget for review and consideration. The City Council must set the preliminary levy no later than the September 21st City Council meeting.

BACKGROUND INFORMATION

Attached for review and discussion is the 2022 preliminary budget. While this is not a budgeting practice the City Council should become comfortable with, in order to offset the proposed tax levy staff budgeted for a deficit of \$238,307. This deficit will be covered by the use of unrestricted surplus cash in the General Fund.

Therefore, this year's preliminary tax levy reflects a 10.95% increase factoring in the HRA debt tax levy. This is a \$117,884 increase over the 2021 budget levy. There is no increase for the Capital Improvement Plan (CIP) and no increase to the General Fund – in fact, without the required HRA debt tax levy, there would be a decrease to the entire tax levy with the use of unrestricted surplus cash and the payment in full of Bond Series 2011A.

Staff does not anticipate a significant impact in property taxes to the average household due to the new homes and new commercial properties that are expected to be on the tax roll for taxes payable in 2022. Confirmation of tax capacity is pending from the County Assessor's office, and will be presented at the September 21st City Council meeting.

Significant 2022 budget factors include:

Significant Expenditure changes

1. 2.5% COLA salary increase.
2. Staff projects an 8% health insurance increase.
3. An increase in various dues and subscriptions and professional development.
4. An increase in workers compensation insurance.
5. Expenses for the upcoming election have been included.
6. An increase in auditing and assessing fees.
7. An additional \$500 for the wellness program at the recommendation of the Steering Committee.
8. An increase in advertisement fees for recruitment.
9. An increase in aquatic center miscellaneous repair/maintenance and security camera system.
10. An increase in miscellaneous material/playground equipment sealant for parks.
11. An increase in motor vehicle fuel.
12. An increase in fuel for resale at airport.
13. A decrease in landscaping material at liquor store.
14. An increase in advertising for the liquor store.

Memorandum

15. An increase in payment processing expenses for the liquor store.

NOTE: The City is currently undergoing a class and compensation study, pending findings of the study additional funds may be required.

Significant Revenue changes

1. An increase of \$15,610 in Local Government Aid (LGA).
2. Dividends and interest earnings continue to generate less revenue.
3. A decrease in building permit revenue.
4. An increase in airport fuel sales.
5. An increase to liquor store revenues based on prior actual sales.
6. An increase of \$195,743 for the HRA/Eastwood debt levy.
7. Debt service for the 2011A bond repayment is complete, creating a decrease of \$86,688 from 2021 budget.

Fees/Rates

For 2022, staff proposes changing MAC ticket pricing to apply tax after the ticket value. Currently, ticket fees have included sales tax (\$8 versus \$8.59). This change will reflect a \$10,000 increase in MAC revenue sales, further helping to offset MAC expenditures.

Staff proposes a 1% increase to stormwater rates to cover depreciation and equipment expenses which would be a \$0.06 increase per month to residential customers.

Capital Improvement Plan

In addition to the operating budget, the city has a Capital Improvement Plan (CIP). Prior to 2020, we had not replaced capital assets and/or equipment necessary to provide services and complete projects. Because of this we are still faced with playing "catch up". Items included for purchase in the 2022 CIP are as follows:

1. Agenda management software (ARP funds)
2. Computer replacements for city hall work stations
3. City hall paint and carpet refresh
4. KCSO squad radar replacement
5. Tractor backhoe replacement
6. Medium duty dump truck replacement
7. Public works storage facility addition
8. Cement repair on aquatic center slides and pool deck
9. Aquatic center diving board replacement
10. Aquatic center security camera system
11. Mower replacement for parks and cemetery
12. New neighborhood park for the Fox Run residential area
13. Cemetery road improvements

OPTIONS & IMPACTS

1. Review and edit the preliminary budget.
 - a. Suggest areas and/or projects that could be increased or decreased for 2022. Increasing line items increases the preliminary budget levy. Decreasing line items does not eliminate them from future budget years. Rather, it puts more burden on future budget years and may result in a larger levy increase in the future.

Memorandum

2. Review and recommend approval of the preliminary budget.
 - a. Formal approval must occur no later than the September 21st City Council meeting in order for staff to certify the levy to the County before the deadline.

RECOMMENDATIONS

Review and discuss the 2022 preliminary budget, and direct staff appropriately.

Attachments

Preliminary Budget Expenditures

Preliminary Budget Revenues

Capital Improvement Plan



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 101 GENERAL FUND							
Dept 41000 GENERAL GOVER	\$2,120,970.29	\$2,226,462.00	\$2,496,450.00	\$2,241,643.00	\$1,216,494.36	\$2,438,284.00	\$196,641.00
Dept 41110 MAYOR & COUNCI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
Dept 41320 ADMINISTRATIO	\$428.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 41410 ELECTIONS	\$0.00	\$0.00	\$1,045.72	\$0.00	\$0.00	\$0.00	\$0.00
Dept 41520 FINANCE	\$57,522.83	\$55,800.00	\$62,978.35	\$55,500.00	\$40,238.30	\$61,005.00	\$5,505.00
Dept 41800 HUMAN RESOURC	\$18,539.95	\$16,485.00	\$23,891.55	\$18,607.00	\$481.11	\$16,446.00	-\$2,161.00
Dept 41910 PLANNING & ZON	\$4,581.25	\$2,020.00	\$2,055.00	\$2,520.00	\$2,150.00	\$9,510.00	\$6,990.00
Dept 41920 INFORMATION TE	\$0.00	\$22,693.00	\$18,101.00	\$16,034.00	\$0.00	\$17,787.00	\$1,753.00
Dept 41940 CITY HALL BUILD	\$0.00	\$0.00	\$35.00	\$0.00	\$0.00	\$3,900.00	\$3,900.00
Dept 41941 LIBRARY BUILDI	\$2,652.00	\$2,400.00	\$6,495.00	\$2,400.00	\$1,455.00	\$2,400.00	\$0.00
Dept 42120 LAW ENFORCEME	\$86,426.33	\$62,000.00	\$87,194.95	\$60,000.00	\$8,839.28	\$58,000.00	-\$2,000.00
Dept 42220 FIRE	\$61,769.54	\$55,000.00	\$62,345.58	\$55,500.00	\$0.00	\$58,000.00	\$2,500.00
Dept 42401 BUILDING	\$90,652.94	\$71,500.00	\$39,091.34	\$81,500.00	\$25,155.38	\$52,500.00	-\$29,000.00
Dept 43121 STREETS	\$69,854.67	\$12,168.00	\$7,005.80	\$67,118.00	\$37,181.79	\$143,931.00	\$76,813.00
Dept 43160 STREET LIGHTING	\$0.00	\$0.00	\$0.00	\$0.00	\$2,250.00	\$0.00	\$0.00
Dept 43180 GARAGE	\$37,363.91	\$31,864.00	\$26,590.44	\$27,618.00	\$0.00	\$126,569.00	\$98,951.00
Dept 45124 AQUATIC CENTER	\$143,262.74	\$240,300.00	\$83,510.01	\$138,100.00	\$184,369.56	\$151,100.00	\$13,000.00
Dept 45202 PARKS	\$13,846.91	\$32,725.00	\$22,711.50	\$12,000.00	\$38,797.00	\$19,900.00	\$7,900.00
Dept 47310 AIRPORT	\$874,285.08	\$182,953.00	\$314,515.31	\$105,733.00	\$234,381.43	\$101,693.00	-\$4,040.00
FUND 101 GENERAL FUND	\$3,582,156.44	\$3,014,370.00	\$3,254,031.55	\$2,884,273.00	\$1,791,793.21	\$3,266,025.00	\$381,752.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 220 STORM WATER FUND							
Dept 47800 STORM WATER	\$230,074.61	\$100,210.00	\$104,372.16	\$115,503.00	\$79,757.89	\$115,200.00	-\$303.00
FUND 220 STORM WATER FUND	\$230,074.61	\$100,210.00	\$104,372.16	\$115,503.00	\$79,757.89	\$115,200.00	-\$303.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 225 CEMETERY FUND							
Dept 47810 CEMETERY	\$71,988.00	\$66,140.00	\$69,937.79	\$47,235.00	\$52,822.50	\$55,117.00	\$7,882.00
FUND 225 CEMETERY FUND	\$71,988.00	\$66,140.00	\$69,937.79	\$47,235.00	\$52,822.50	\$55,117.00	\$7,882.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 409 FUTURE IMPROV FUND							
Dept 47410 CAPITAL PROJECT	\$236,547.92	\$2,180.00	\$1,335.52	\$168,390.00	\$90,235.06	\$259,975.00	\$91,585.00
FUND 409 FUTURE IMPROV FUN	\$236,547.92	\$2,180.00	\$1,335.52	\$168,390.00	\$90,235.06	\$259,975.00	\$91,585.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 530 SERIES 2011A BONDS - STREET							
Dept 47000 DEBT SERVICE	\$84,866.40	\$83,958.00	\$83,740.69	\$86,688.00	\$47,270.52	\$0.00	-\$86,688.00
FUND 530 SERIES 2011A BONDS	\$84,866.40	\$83,958.00	\$83,740.69	\$86,688.00	\$47,270.52	\$0.00	-\$86,688.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 532 SERIES 2015B BONDS - WOOD&GROV							
Dept 47000 DEBT SERVICE	\$77,254.80	\$77,543.00	\$77,148.63	\$76,599.00	\$41,784.88	\$80,667.00	\$4,068.00
FUND 532 SERIES 2015B BONDS	\$77,254.80	\$77,543.00	\$77,148.63	\$76,599.00	\$41,784.88	\$80,667.00	\$4,068.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 533 SERIES 2015C BONDS - REFUNDING							
Dept 47000 DEBT SERVICE	\$127,394.33	\$127,640.00	\$128,648.17	\$128,943.00	\$73,266.78	\$125,560.00	-\$3,383.00
FUND 533 SERIES 2015C BONDS	\$127,394.33	\$127,640.00	\$128,648.17	\$128,943.00	\$73,266.78	\$125,560.00	-\$3,383.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 535 SERIES 2017A BONDS - 9TH&WOOD							
Dept 47000 DEBT SERVICE	\$49,561.57	\$61,353.00	\$66,599.75	\$69,625.00	\$37,238.39	\$77,889.00	\$8,264.00
FUND 535 SERIES 2017A BONDS	\$49,561.57	\$61,353.00	\$66,599.75	\$69,625.00	\$37,238.39	\$77,889.00	\$8,264.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 609 LIQUOR FUND							
Dept 49750 LIQUOR STORE	\$3,408,299.58	\$3,683,520.00	\$4,450,872.87	\$3,665,593.00	\$2,550,784.43	\$4,126,197.00	\$460,604.00
FUND 609 LIQUOR FUND	\$3,408,299.58	\$3,683,520.00	\$4,450,872.87	\$3,665,593.00	\$2,550,784.43	\$4,126,197.00	\$460,604.00



CITY OF MORA

Preliminary Budget - Revenue - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
	\$7,868,143.65	\$7,216,914.00	\$8,236,687.13	\$7,242,849.00	\$4,764,953.66	\$8,106,630.00	\$863,781.00



CITY OF MORA
Preliminary Budget - Expenditures - City
 Current Period: September 2021
 Budget-2022
 Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 101 GENERAL FUND							
Dept 41000 GENERAL GOVER	\$193,369.45	\$34,236.00	\$180,911.62	\$34,440.00	\$30,166.15	\$318,035.00	\$283,595.00
Dept 41110 MAYOR & COUN	\$28,374.93	\$32,156.00	\$35,873.59	\$33,159.00	\$19,534.08	\$41,379.00	\$8,220.00
Dept 41320 ADMINISTRATIO	\$97,926.59	\$106,982.00	\$109,745.41	\$110,666.00	\$81,923.83	\$117,006.00	\$6,340.00
Dept 41410 ELECTIONS	\$3,142.50	\$4,300.00	\$4,894.04	\$0.00	\$0.00	\$4,250.00	\$4,250.00
Dept 41520 FINANCE	\$107,508.52	\$116,461.00	\$117,713.07	\$157,047.00	\$74,768.47	\$204,407.00	\$47,360.00
Dept 41610 LEGAL	\$34,372.16	\$33,246.00	\$35,240.72	\$33,040.00	\$24,064.90	\$32,740.00	-\$300.00
Dept 41800 HUMAN RESOUR	\$31,480.37	\$27,555.00	\$38,487.97	\$31,655.00	\$14,423.24	\$27,900.00	-\$3,755.00
Dept 41910 PLANNING & ZO	\$83,739.09	\$113,437.00	\$102,662.63	\$99,436.00	\$79,830.78	\$109,969.00	\$10,533.00
Dept 41920 INFORMATION T	\$29,060.99	\$39,200.00	\$54,232.22	\$26,215.00	\$26,344.50	\$28,585.00	\$2,370.00
Dept 41940 CITY HALL BUIL	\$27,743.56	\$32,201.00	\$58,310.99	\$35,164.00	\$21,525.11	\$41,503.00	\$6,339.00
Dept 41941 LIBRARY BUILDI	\$21,977.72	\$43,176.00	\$30,968.21	\$40,182.00	\$19,433.45	\$32,032.00	-\$8,150.00
Dept 42120 LAW ENFORCEM	\$676,426.55	\$714,868.00	\$710,438.14	\$681,689.00	\$446,699.18	\$686,161.00	\$4,472.00
Dept 42220 FIRE	\$129,450.54	\$132,938.00	\$140,283.58	\$134,924.00	\$79,424.00	\$147,300.00	\$12,376.00
Dept 42401 BUILDING	\$88,843.49	\$95,592.00	\$107,609.24	\$93,972.00	\$57,220.66	\$98,128.00	\$4,156.00
Dept 43121 STREETS	\$514,072.88	\$509,135.00	\$415,697.73	\$527,382.00	\$282,295.99	\$607,847.00	\$80,465.00
Dept 43125 ICE & SNOW RE	\$61,367.91	\$50,247.00	\$65,182.65	\$50,624.00	\$28,195.60	\$46,244.00	-\$4,380.00
Dept 43160 STREET LIGHTIN	\$37,512.89	\$43,000.00	\$25,945.23	\$31,000.00	\$26,738.98	\$40,000.00	\$9,000.00
Dept 43180 GARAGE	\$36,707.64	\$31,364.00	\$27,218.56	\$27,618.00	\$20,945.19	\$126,569.00	\$98,951.00
Dept 45124 AQUATIC CENTE	\$325,976.82	\$389,378.00	\$208,992.58	\$296,951.00	\$251,941.48	\$313,392.00	\$16,441.00
Dept 45202 PARKS	\$145,834.46	\$200,588.00	\$147,695.50	\$156,217.00	\$106,277.84	\$261,180.00	\$104,963.00
Dept 47310 AIRPORT	\$442,259.90	\$352,465.00	\$264,953.05	\$282,826.00	\$102,499.28	\$219,705.00	-\$63,121.00
FUND 101 GENERAL FUND	\$3,117,148.96	\$3,102,525.00	\$2,883,056.73	\$2,884,207.00	\$1,794,252.71	\$3,504,332.00	\$620,125.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 220 STORM WATER FUND							
Dept 47800 STORM WATER	\$84,654.69	\$80,490.00	\$54,516.12	\$81,897.00	\$33,348.40	\$75,488.00	-\$6,409.00
FUND 220 STORM WATER FUND	\$84,654.69	\$80,490.00	\$54,516.12	\$81,897.00	\$33,348.40	\$75,488.00	-\$6,409.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 225 CEMETERY FUND							
Dept 47810 CEMETERY	\$39,791.94	\$77,033.00	\$66,281.92	\$91,536.00	\$30,564.28	\$105,821.00	\$14,285.00
FUND 225 CEMETERY FUND	\$39,791.94	\$77,033.00	\$66,281.92	\$91,536.00	\$30,564.28	\$105,821.00	\$14,285.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 409 FUTURE IMPROV FUND							
Dept 47410 CAPITAL PROJEC	\$54,437.14	\$139,200.00	\$98,251.00	\$78,750.00	\$0.00	\$133,813.00	\$55,063.00
FUND 409 FUTURE IMPROV FUN	\$54,437.14	\$139,200.00	\$98,251.00	\$78,750.00	\$0.00	\$133,813.00	\$55,063.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 530 SERIES 2011A BONDS - STREET							
Dept 47000 DEBT SERVICE	\$78,650.00	\$81,600.00	\$81,547.50	\$79,310.00	\$79,260.00	\$81,830.00	\$2,520.00
FUND 530 SERIES 2011A BOND	\$78,650.00	\$81,600.00	\$81,547.50	\$79,310.00	\$79,260.00	\$81,830.00	\$2,520.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 532 SERIES 2015B BONDS - WOOD&GROV							
Dept 47000 DEBT SERVICE	\$75,650.00	\$74,850.00	\$74,750.00	\$73,950.00	\$77,150.00	\$72,940.00	-\$1,010.00
FUND 532 SERIES 2015B BOND	\$75,650.00	\$74,850.00	\$74,750.00	\$73,950.00	\$77,150.00	\$72,940.00	-\$1,010.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 533 SERIES 2015C BONDS - REFUNDING							
Dept 47000 DEBT SERVICE	\$113,528.83	\$116,141.00	\$116,040.39	\$118,530.00	\$121,724.44	\$119,315.00	\$785.00
FUND 533 SERIES 2015C BOND	\$113,528.83	\$116,141.00	\$116,040.39	\$118,530.00	\$121,724.44	\$119,315.00	\$785.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 535 SERIES 2017A BONDS - 9TH&WOOD							
Dept 47000 DEBT SERVICE	\$59,359.48	\$78,109.00	\$78,009.47	\$76,460.00	\$78,159.47	\$77,065.00	\$605.00
FUND 535 SERIES 2017A BOND	\$59,359.48	\$78,109.00	\$78,009.47	\$76,460.00	\$78,159.47	\$77,065.00	\$605.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 609 LIQUOR FUND							
Dept 49750 LIQUOR STORE	\$3,351,702.08	\$3,489,097.00	\$4,143,681.80	\$3,644,352.00	\$2,600,205.95	\$4,014,711.00	\$370,359.00
FUND 609 LIQUOR FUND	\$3,351,702.08	\$3,489,097.00	\$4,143,681.80	\$3,644,352.00	\$2,600,205.95	\$4,014,711.00	\$370,359.00



CITY OF MORA

Preliminary Budget - Expenditures - City

Current Period: September 2021

Budget-2022

Preliminary

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Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
	\$6,974,923.12	\$7,239,045.00	\$7,596,134.93	\$7,128,992.00	\$4,814,665.25	\$8,185,315.00	\$1,056,323.00

Capital Improvement Program

Data in Year 2022

Department 1110 - Mayor & Council

City of Mora, Minnesota

Contact City Administrator

Project # 1110-2019-01
Project Name Agenda Management Software

Type Equipment

Useful Life 10 years

Category I.T. Equipment

Priority 4 - Provides Long-Term Benefit

Status Active

Total Project Cost: \$5,000

Description

Agenda management software - create and store meeting packets, minutes, agendas, project info

Justification

Ease of use for public, council, PUC, commissions. Greater transparency and compliance with records retention. Will free up space in storage room! Optimize staff time & ease of review for all commissions and public.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	5,000					5,000
Total	5,000					5,000

Funding Sources	2022	2023	2024	2025	2026	Total
290 - ARP Funds (Transfer)	5,000					5,000
Total	5,000					5,000

Budget Impact/Other

annual renewal fee

Budget Items	2022	2023	2024	2025	2026	Total	Future
4-Repair & Maintenance	6,000	6,000	6,000	6,000	6,000	30,000	6,000
Total	6,000	6,000	6,000	6,000	6,000	30,000	Total

Capital Improvement Program

Data in Year 2022

Department 1920 - Information Technolog

City of Mora, Minnesota

Contact City Administrator

Project #	1920-2019-02
Project Name	City Hall Computer Replacement

Type Equipment

Useful Life 5 years

Category Office Equipment

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$6,000

Description
Purchase eight new computers for city hall. Last major purchase of computers was in 2014.

Justification
Age and functionality of current computers and software. Increase speed and efficiency of work.

Prior	Expenditures	2022	2023	2024	2025	2026	Total
4,000	500 - Capital Outlay	2,000					2,000
Total	Total	2,000					2,000

Prior	Funding Sources	2022	2023	2024	2025	2026	Total
4,000	101 - Gen. Fund (Tax Levy)	1,280					1,280
Total	651 - Electric Fund Operating Budget	360					360
	652 - Water Fund Operating Budget	180					180
	653 - Sewer Fund Operating Budget	180					180
	Total	2,000					2,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 1940 - City Hall Building

City of Mora, Minnesota

Contact City Administrator

Project # 1940-2019-03
 Project Name City Hall Paint & Carpet Refresh

Type Maintenance

Useful Life 10 years

Category Buildings & Structures

Priority 4 - Provides Long-Term Benefit

Status Active

Total Project Cost: \$11,000

Description

Refresh carpet and paint in City Hall.

Justification

Remodeled in 2006, useful life is 10 years. Should have been updated in 2016.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	5,000	6,000				11,000
Total	5,000	6,000				11,000

Funding Sources	2022	2023	2024	2025	2026	Total
101 - Gen. Fund (Tax Levy)	1,100	3,000				4,100
409 - Future Improvement Fund Reserves	2,800					2,800
651 - Electric Fund Operating Budget	550	1,500				2,050
652 - Water Fund Operating Budget	275	750				1,025
653 - Sewer Fund Operating Budget	275	750				1,025
Total	5,000	6,000				11,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 2120 - Law Enforcement

City of Mora, Minnesota

Contact City Administrator

Project #	2120-2019-07
Project Name	Squad Radar Replacement

Type Equipment

Useful Life 7 years

Category I.T. Equipment

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$12,500

Description

Squad Car Radar - purchased outside of every-other-year rotation, per KCSO Law Enforcement Capital Budget Plan

Justification

Squad car equipment for safety of officer and suspect

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	4,000	4,000	4,500			12,500
Total	4,000	4,000	4,500			12,500

Funding Sources	2022	2023	2024	2025	2026	Total
101 - Gen. Fund (Tax Levy)	4,000	4,000	4,500			12,500
Total	4,000	4,000	4,500			12,500

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 3121 - Streets

City of Mora, Minnesota

Contact Public Works Director

Project # 3121-2019-02
 Project Name Tractor Backhoe Replacement

Type Equipment
 Useful Life 15 years
 Category Heavy Machinery & Equipmen
 Priority 2 - Essential
 Status Active

Total Project Cost: \$75,000

Description

Tractor with front bucket and rear extension excavator.

Equipment purchase is also partially funded by the following funds:

- General Fund (Streets) at 75%
- Cemetery Fund at 20%
- Water Fund at 5%

Justification

Used primarily for any street work, including patching, ditching, curb removal, or black top removal. It is also used for repairing water, sewer, and storm sewer pipes at depths below four feet, up to fourteen feet deep. Additionally, it's also used for digging graves, and loading dump trucks with dirt or snow.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	75,000					75,000
Total	75,000					75,000

Funding Sources	2022	2023	2024	2025	2026	Total
101 - Gen. Fund (Tax Levy)	52,500					52,500
225 - Cemetery Fund Operating Budget	14,000					14,000
652 - Water Fund Operating Budget	3,500					3,500
Salvage	5,000					5,000
Total	75,000					75,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 3121 - Streets

City of Mora, Minnesota

Contact Public Works Director

Project # 3121-2019-13
 Project Name Medium Duty Dump Truck Replacement

Type Equipment
 Useful Life 10 years
 Category Motor Vehicles & Equipment
 Priority 2 - Essential
 Status Active

Total Project Cost: \$97,000

Description
 Single axle 4x4 diesel medium duty dump truck with a 2-3 yard dump box. Included is a bi-directional push plow, with dump-box sander attachment.
 In 2019, current vehicle is 2007 Ford F-450, unit # 26.

Justification
 Truck is used to haul construction debris (dirt, concrete, asphalt, etc.). Its main use is for snowplowing and snow removal, and salt and sand placement for road safety.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	97,000					97,000
Total	97,000					97,000

Prior	Funding Sources	2022	2023	2024	2025	2026	Total
46,800	101 - Gen. Fund (Tax Levy)	40,200					40,200
Total	409 - Future Improvement Fund Reserves	46,800					46,800
	Salvage	10,000					10,000
	Total	97,000					97,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 3180 - City Garage

City of Mora, Minnesota

Contact Public Works Director

Project # 3180-2019-01
Project Name Storage Facility Addition

Type Improvement

Useful Life 30 years

Category Buildings & Structures

Priority 2 - Essential

Status Active

Total Project Cost: \$100,000

Description

Storage facility addition 40'x120' lean-to on the South side of the City Garage. This includes concrete floor and two-sided structure.

Justification

Used for storage of all maintenance-related equipment and materials.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	100,000					100,000
Total	100,000					100,000

Prior	Funding Sources	2022	2023	2024	2025	2026	Total
45,000	651 - Electric Fund Operating Budget	55,000					55,000
Total		55,000					55,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 5124 - Aquatic Center
 Contact Activities & Recreation Coordi
 Type Improvement
 Useful Life 15 years
 Category Park Improvements
 Priority 1 - Imperative/Critical
 Status Active

City of Mora, Minnesota

Project #	5124-2020-03
Project Name	Cement Repair on Slides

Total Project Cost: \$10,000

Description

Take out broken cement at the top of the slide landing and replace with new cement. Rent lift and equipment to reach top landing

Justification

Safety of patrons to avoid cut toes or tripping hazard on broken cement.

Prior	Expenditures	2022	2023	2024	2025	2026	Total
5,000	500 - Capital Outlay	5,000					5,000
Total	Total	5,000					5,000

Prior	Funding Sources	2022	2023	2024	2025	2026	Total
5,000	101 - Gen. Fund (Tax Levy)	5,000					5,000
Total	Total	5,000					5,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 5124 - Aquatic Center
 Contact Activities & Recreation Coordi
 Type Equipment
 Useful Life
 Category Park Improvements
 Priority 1 - Imperative/Critical
 Status Active

City of Mora, Minnesota

Project # 5124-2021-01
 Project Name Diving Board Replacement

Total Project Cost: \$7,000

Description

Replace existing diving board.

Justification

Prevent slippage and injury to patrons.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	7,000					7,000
Total	7,000					7,000

Funding Sources	2022	2023	2024	2025	2026	Total
101 - Gen. Fund (Tax Levy)	7,000					7,000
Total	7,000					7,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 5124 - Aquatic Center
 Contact Activities & Recreation Coordi
 Type Unassigned
 Useful Life
 Category I.T. Equipment
 Priority 2 - Essential
 Status Active

City of Mora, Minnesota

Project #	5124-2021-02
Project Name	MAC Security Cameras

Total Project Cost: \$8,000

Description
Security cameras and recording system with TV at the MAC.

Justification
To help monitor any suspicious activity.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	8,000					8,000
Total	8,000					8,000

Funding Sources	2022	2023	2024	2025	2026	Total
101 - Gen. Fund (Tax Levy)	8,000					8,000
Total	8,000					8,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 5202 - Parks

City of Mora, Minnesota

Contact Public Works Director

Project # 5202-2019-01
 Project Name Park/Cemetery Mower Replacement

Type Equipment
 Useful Life 10 years
 Category Heavy Machinery & Equipmen
 Priority 1 - Imperative/Critical
 Status Active

Total Project Cost: \$68,000

Description
 72 inch mow deck, diesel engine.
 1/2 of the cost from parks, 1/2 of the cost from cemetery.

Justification
 Replace existing mowers as needed to address age and productivity.

Prior	Expenditures	2022	2023	2024	2025	2026	Total	Future
17,000	500 - Capital Outlay	17,000			17,000		34,000	17,000
Total	Total	17,000			17,000		34,000	Total

Prior	Funding Sources	2022	2023	2024	2025	2026	Total	Future
17,000	101 - FIF/Capital (Tax Levy)		5,666	5,666		3,300	14,632	13,700
	101 - Gen. Fund (Tax Levy)	8,600			5,168		13,768	
	409 - Future Improvement Fund Reserves	7,900					7,900	
	Salvage	500			500		1,000	
Total	Total	17,000	5,666	5,666	5,668	3,300	37,300	

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 5202 - Parks

City of Mora, Minnesota

Contact Activities & Recreation Coordi

Project #	5202-2021-01
Project Name	New Park in Fox Run Development

Type Improvement

Useful Life 30 years

Category Park Improvements

Priority 2 - Essential

Status Active

Total Project Cost: \$120,000

Description

TBD

Justification

The city's Comprehensive Plan includes a policy to improve and protect the physical environment of the community as a setting for human activities, making it more attractive, healthful, and efficient. With few parks available on the east side of Highway 65, the Park Board has been discussing for several years its desire to construct a park in the Fox Run development. At the Park Board's recommendation and the City Council's request, the state conveyed two tax forfeit parcels (PIDs 22.07800.00 and 22.07805.00) to the city in 2019 for the sole purpose of constructing a park primarily serving youth.

In 2020 the Park Board again identified a goal of constructing a park in Fox Run. The Board considered cost of equipment and location, but with no funds available the board decided to table the discussion.

On January 22, 2021 Lindy Crawford and Jeff Krie virtually met with Greg Anderson and Karl Weissenborn of SEH to discuss what the city was looking for regarding the area designated for a playground in Fox Run.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	80,000	40,000				120,000
Total	80,000	40,000				120,000

Funding Sources	2022	2023	2024	2025	2026	Total
101 - Gen. Fund (Tax Levy)	58,000					58,000
409 - Future Improvement Fund Reserves	22,000					22,000
Total	80,000					80,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 7810 - Cemetery

City of Mora, Minnesota

Contact Public Works Director

Project # 7810-2019-02
 Project Name Cemetery/Park Mower Replacement

Type Equipment
 Useful Life 10 years
 Category Heavy Machinery & Equipmen
 Priority 1 - Imperative/Critical
 Status Active

Total Project Cost: \$68,000

Description
 72 inch mow deck, diesel engine.
 1/2 of the cost from parks, 1/2 of the cost from cemetery.

Justification
 Replace existing mowers as needed to address age and productivity.

Prior	Expenditures	2022	2023	2024	2025	2026	Total	Future
17,000	500 - Capital Outlay	17,000			17,000		34,000	17,000
Total	Total	17,000			17,000		34,000	Total

Prior	Funding Sources	2022	2023	2024	2025	2026	Total	Future
17,000	101 - FIF/Capital (Tax Levy)		4,400	4,400	3,300	3,300	15,400	13,700
Total	225 - Cemetery Fund Operating Budget	8,600			4,400		13,000	Total
	409 - Future Improvement Fund Reserves	7,900					7,900	
	Salvage	500			500		1,000	
	Total	17,000	4,400	4,400	8,200	3,300	37,300	

Budget Impact/Other

Capital Improvement Program

Data in Year 2022

Department 7810 - Cemetery

City of Mora, Minnesota

Contact Public Works Director

Project # 7810-2019-04
 Project Name Cemetery Road Improvements

Type Unassigned

Useful Life 30 years

Category Infrastructure

Priority 3 - Important

Status Active

Total Project Cost: \$140,000

Description

Overlay existing paved roads and also add new blacktop to current dirt roads. This will help reduce current maintenance caused by heavy rains.

Phase 1: Overlay existing paved sections

Phase 2: Replace gravel surfaces with blacktop

Justification

Cemetery roads are in need of overlays and updates. Traffic over the years and weather has taken a toll on the current roads.

The last time this was completed was approximately 1990.

This would increase efficiency on summer and winter care and some drainage issues.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay	35,000	35,000			70,000	140,000
Total	35,000	35,000			70,000	140,000

Funding Sources	2022	2023	2024	2025	2026	Total
101 - FIF/Capital (Tax Levy)				35,000		35,000
225 - Cemetery Fund Operating Budget	35,000	35,000			35,000	105,000
Total	35,000	35,000		35,000	35,000	140,000

Budget Impact/Other



MEMORANDUM

Date: September 7, 2021
To: Mayor and City Council
From: Lindy Crawford, City Administrator
RE: Consideration of HRA Tax Levies

SUMMARY

The city council will consider implementing two tax levies for the Housing and Redevelopment Authority of Mora (HRA) – a debt levy for Eastwood Senior Living (Eastwood) and an operating levy for the HRA.

BACKGROUND INFORMATION

The city council held a special meeting with the HRA board on July 28, 2021 to receive a Financial Management Plan (FMP) prepared by Ehlers, the city’s financial advisor. In order to help resolve some financial concerns of the HRA, two recommendations of the in the FMP were to implement a debt levy for Eastwood and an operating tax levy for the HRA. A decision must be made at tonight’s meeting whether or not to implement the levies in order to meet deadlines of the County Auditor.

Debt Levy

In 2009, at the inception of the Eastwood project, the then city council pledged the city’s full faith in credit for the payment of the Eastwood debt bonds. This means that if at any point in the future Eastwood is not producing enough revenue to cover the debt payments, the city would be required to issue a tax levy to cover the debt payments. Unfortunately, that time has come and the city council must now implement said levy.

Operating Levy

HRA tax levies are authorized by MN Statute 469.033, attached, and are common throughout the state of Minnesota. There is a maximum taxing amount allotted for a HRA tax levy: an amount not to exceed 0.0185 percent of estimated market value. Therefore, if adopted this year for taxes payable in 2022, approximately \$42,900 would be generated. Funds could be used to offset operating expenditures, including paying down special assessments.

The HRA board discussed the potential of an operating levy at their August 25th meeting and ultimately decided to formally request that the city council implement said levy, see attached HRA Resolution 2021-02.

An operating levy would be listed on property tax statements as a “Special Taxing District” (#10), not under the “City of Mora” (#7) line item. In contrast, a debt levy will be listed under #7.

Memorandum

Taxes Payable Year:	
1.	Use this amount on Form M1PR to see if you are eligible for a property tax refund. File by August 15. If this box is checked, you owe delinquent taxes and are not eligible. <input type="checkbox"/>
2.	Use these amounts on Form M1PR to see if you are eligible for a special refund.
Property Tax and Credits	
3.	Property taxes before credits.
4.	Credits that reduce your property tax. A. Agricultural and rural land Credits B. Other Credits
5.	Property taxes after credits
Property Tax by Jurisdiction	
6.	County KANABEC COUNTY
7.	City or Town MORA
8.	State General Tax
9.	School District 0332 A. Voter approved levies B. Other local levies A. REGIONAL DEVELOPMENT B. #239 COUNTY EDA C. D.
10.	Special Taxing Districts
11.	Non-school voter approved referenda levies
12.	Total property tax before special assessments
Special Assessments on Your Property	
13.	Special assessments
14. YOUR TOTAL PROPERTY TAX AND SPECIAL ASSESSMENTS	

OPTIONS & IMPACTS

Debt Levy

At this point a debt levy must be implemented for Eastwood. The levy may only be used to cover debt payments for Eastwood. If the situation at Eastwood turns around, the levy may be repealed in upcoming years. \$195,743 is needed in 2022 for the bond payment, the effects of the levy are:

- Impact to a \$150,000 residential homestead: \$95 per year
- Impact to a \$200,000 commercial property: \$234 per year

Operating Levy

Implementing an operating levy for the HRA is optional and at the sole discretion of the city council. Although it is a difficult decision, it is one that staff recommends the city council move forward with in order to improve the financial situation of the HRA. Approximately \$42,900 would be generated in 2022 and funds could be used to cover operating expenditures (special assessments, staffing needs, etc.).

- Impact to a \$150,000 residential homestead: \$21 per year
- Impact to a \$200,000 commercial property: \$54 per year

RECOMMENDATIONS

1. Motion to adopt Resolution 2021-911, implementing a debt levy for Eastwood Senior Living on behalf of the Housing and Redevelopment Authority of Mora.
2. Motion to adopt Resolution 2021-912, implementing an operating levy for the Housing and Redevelopment Authority of Mora.

Attachments

- MN Statute 469.033
- HRA Resolution 2021-02
- Resolution 2021-911
- Resolution 2021-912

469.033 PUBLIC REDEVELOPMENT COST; PROCEEDS; FINANCING.

Subdivision 1. **Financing plans authorized.** The entire cost of a project as defined in section 469.002, subdivision 12, including administrative expense of the authority allocable to the project and debt charges and all other costs authorized to be incurred by the authority in sections 469.001 to 469.047, shall be known as the public redevelopment cost. The proceeds from the sale or lease of property in a project shall be known as the capital proceeds. The capital proceeds from land sold may pay back only a portion of the public redevelopment cost. An authority may finance the projects in any one or by any combination of the following methods.

Subd. 2. **Federal grants.** The authority may accept grants or other financial assistance from the federal government as provided in sections 469.001 to 469.047. Before it uses other financial methods authorized by this section, the authority shall use all federal funds for which the project qualifies.

Subd. 3. **Bond issue.** An authority may issue its bonds or other obligations as provided in sections 469.001 to 469.047.

Subd. 4. **Revenue pool; use.** The authority may provide that all revenues received from its redevelopment areas be placed in a pool for the payment of interest and principal on all bonds issued for any redevelopment project, and the revenue from all such areas shall be paid into the pool until all outstanding bonds have been fully paid.

Subd. 5. **Special benefit tax fund.** If the authority issues bonds to finance a redevelopment project, it may, with the consent of the governing body obtained at the time of the approval of the redevelopment plan as required in section 469.028, notify the county treasurer to set aside in a special fund, for the retirement of the bonds and interest on them, all or part of the real estate tax revenues derived from the real property in the redevelopment area which is in excess of the tax revenue derived therefrom in the tax year immediately preceding the acquisition of the property by the authority. The county treasurer shall do so. This setting aside of funds shall continue until the bonds have been retired. This subdivision applies only to property that the governing body has by resolution designated for inclusion in a project prior to August 1, 1979.

Subd. 6. **Operation area as taxing district, special tax.** All of the territory included within the area of operation of any authority shall constitute a taxing district for the purpose of levying and collecting special benefit taxes as provided in this subdivision. All of the taxable property, both real and personal, within that taxing district shall be deemed to be benefited by projects to the extent of the special taxes levied under this subdivision. Subject to the consent by resolution of the governing body of the city in and for which it was created, an authority may levy a tax upon all taxable property within that taxing district. The tax shall be extended, spread, and included with and as a part of the general taxes for state, county, and municipal purposes by the county auditor, to be collected and enforced therewith, together with the penalty, interest, and costs. As the tax, including any penalties, interest, and costs, is collected by the county treasurer it shall be accumulated and kept in a separate fund to be known as the "housing and redevelopment project fund." The money in the fund shall be turned over to the authority at the same time and in the same manner that the tax collections for the city are turned over to the city, and shall be expended only for the purposes of sections 469.001 to 469.047. It shall be paid out upon vouchers signed by the chair of the authority or an authorized representative. The amount of the levy shall be an amount approved by the governing body of the city, but shall not exceed 0.0185 percent of estimated market value. The authority shall each year formulate and file a budget in accordance with the budget procedure of the city in the same manner as required of executive departments of the city or, if no budgets are required to be filed, by August 1. The amount of the tax levy for the following year shall be based on that budget.

Subd. 7. **Inactive authorities; transfer of funds; dissolution.** The authority may transfer to the city in and for which it was created all property, assets, cash or other funds held or used by the authority. Upon any such transfer, an authority shall not thereafter levy the tax or exercise the redevelopment powers of sections 469.001 to 469.047. All cash or other funds transferred to the city shall be used exclusively for permanent improvements in the city or the retirement of debts or bonds incurred for permanent improvements in the city. An authority which transfers its property, assets, cash, or other funds shall be dissolved as provided in this subdivision. After a public hearing after ten days' published notice thereof in a newspaper of general circulation in the city, the governing body of a city in and for which an authority has been created may dissolve the authority if the authority has not entered into any contract with the federal government or any agency or instrumentality thereof for a loan or a grant with respect to any urban redevelopment or low-rent public housing project that remains in effect. The resolution or ordinance dissolving the authority shall be published in the same manner in which ordinances are published in the city and the authority shall be dissolved when the resolution or ordinance becomes finally effective. The clerk of the governing body of the municipality shall furnish to the commissioner of employment and economic development a certified copy of the resolution or ordinance of the governing body dissolving the authority. All property, records, assets, cash, or other funds held or used by an authority shall be transferred to and become the property of the municipality and cash or other funds shall be used as herein provided. Upon dissolution of an authority, all rights of an authority against any person, firm, or corporation shall accrue to and be enforced by the municipality.

History: 1987 c 291 s 33; 1987 c 312 art 1 s 26 subd 2; 1988 c 719 art 5 s 84; 1989 c 209 art 2 s 1; 1989 c 277 art 4 s 61; 1Sp1989 c 1 art 5 s 35; art 9 s 63; 1993 c 320 s 5; 1994 c 416 art 1 s 47; 1994 c 614 s 9; 1997 c 7 art 1 s 142; 1997 c 231 art 2 s 43; 1Sp2003 c 4 s 1; 1Sp2005 c 3 art 1 s 28; 2008 c 366 art 5 s 11; 2012 c 294 art 2 s 20; 2013 c 143 art 14 s 75

Resolution No. 2021-02

**A RESOLUTION OF THE HRA BOARD OF DIRECTORS OF THE
HOUSING AND REDEVELOPMENT AUTHORITY OF MORA, MINNESOTA
REQUESTING A TAX LEVY**

WHEREAS, the Housing and Redevelopment Authority of Mora (HRA) is specifically authorized by Minnesota Statutes, Section 469.033, subd. 6, to levy against taxable property of the City of Mora, Kanabec County, Minnesota.

WHEREAS, the HRA Board of directors believes a levy against taxable property of the City of Mora, Kanabec County, Minnesota is necessary to assist in resolving financial concerns of the HRA.

WHEREAS, the HRA Board of Directors wishes to request to the City Council of the City of Mora, Kanabec County, Minnesota, the implementation of said tax levy.

NOW, THEREFORE, BE IT RESOLVED by the HRA Board of Directors that this resolution shall set forth a formal request to the Mora City Council to submit to the County Auditor of Kanabec County, Minnesota, a final tax levy with a levy set to the maximum allowable for the Housing and Redevelopment Authority of Mora.

The foregoing resolution was introduced and moved for adoption by Director Jensen and seconded by Director Olson.

Voting for the Resolution: Olson, Jensen, Felkestad
Voting Against the Resolution: Anderson
Abstained from Voting: —
Absent: Mathison

Motion carried and resolution adopted this 25th day of August, 2021.

Dennis H. Olson
Dennis Olson, Chair

ATTEST:

Robert Jensen
Robert Jensen, Secretary

Resolution No. 2021-911

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
ENACTING A TAX LEVY FOR THE HOUSING AND REDEVELOPMENT AUTHORITY OF MORA
FOR DEBT SERVICE PAYMENTS FOR EASTWOOD SENIOR LIVING**

WHEREAS, the Housing and Redevelopment Authority of Mora (HRA) is an independent board of the City of Mora (City);

WHEREAS, in 2009 the HRA constructed Eastwood Senior Living (Eastwood) through issuing debt: \$3,000,000 Taxable Housing Development Bonds, Series 2009A (City of Mora, Minnesota, General Obligation);

WHEREAS, in 2009 the City of Mora pledged its full faith and credit for payment of the debt pursuant to Minnesota Statutes, Section 469.034, subd 2, and the City has obligated itself to levy ad valorem taxes on all taxable property in the City in the event of any deficiency in net revenues pledged, which taxes may be levied without limitation as to rate or amount;

WHEREAS, in 2019 the City of Mora refinanced the Series 2009A bond to save significant interest costs, and is now known as \$3,095,000 Housing Development Refunding Bonds, Series 2019A (City of Mora, Minnesota General Obligation); and

WHEREAS, the HRA and Mora City Council now find a deficiency in net revenues pledged for Eastwood.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Mora, Minnesota, that for the requirements of payment of the Eastwood debt: The Mora City Council submits to the County Auditor of Kanabec County, Minnesota, a tax levy with a levy set to the maximum required amounts for the Eastwood Senior Living debt payments.

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 7th day of September, 2021.

Alan Skramstad, Mayor

ATTEST:

Lindy Crawford, City Administrator

Resolution No. 2021-912

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
ENACTING A TAX LEVY FOR THE HOUSING AND REDEVELOPMENT AUTHORITY OF MORA**

WHEREAS, the Housing and Redevelopment Authority of Mora (HRA) was created on the 1st day of April, 1969, pursuant to Minnesota Statutes 469.001-469.047;

WHEREAS, the HRA is specifically authorized by Minnesota Statutes, Section 469.033, subd. 6, to levy against taxable property of the City of Mora, Kanabec County, Minnesota;

WHEREAS, the HRA Board of Directors adopted a resolution formally requesting the from the Mora City Council the implementation of a levy against taxable property of the City of Mora, Kanabec County, Minnesota; and

WHEREAS, the Mora City Council believes a levy against taxable property of the City of Mora, Kanabec County, Minnesota is necessary to assist in resolving financial concerns of the HRA.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Mora, Minnesota, that for the purpose of further development and to provide for any activities that are within the jurisdiction of the Housing and Redevelopment Authority of Mora as defined according to Minnesota Statutes: The Mora City Council submits to the County Auditor of Kanabec County, Minnesota, a final tax levy with a levy set to the maximum allowable for the Housing and Redevelopment Authority of Mora.

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 7th day of September, 2021.

Alan Skramstad, Mayor

ATTEST:

Lindy Crawford, City Administrator



MEMORANDUM

Date: September 7, 2021
To: Mayor and City Council
From: Lindy Crawford, City Administrator
RE: Planning Commission Resignation and Vacancy

SUMMARY

The City Council will accept a resignation from the Planning Commission and declare a vacancy.

BACKGROUND INFORMATION

The City Council appointed Chad Gramentz to the Planning Commission in 2017. He has been on the Commission since and his current term expires on December 31, 2022. Gramentz submitted his notice of resignation on August 30, 2021 due to the fact that he is moving outside of city limits. The council is being asked to declare a vacancy and direct staff to advertise for the remainder of the term.

The Planning Commission meets monthly with the next meeting scheduled for September 13, 2021.

OPTIONS & IMPACTS

1. Accept Gramentz's resignation from the Planning Commission, declare a vacancy and direct staff to advertise the vacancy immediately.
 - a. Staff recommends that applications be due on Thursday, October 14th in order for the council to consider applications at its October 19th meeting.

RECOMMENDATION

Motion to accept Gramentz's resignation from the Planning Commission and direct staff to advertise the vacancy immediately.

Attachments

Gramentz Resignation letter

Beth Thorp

From: Chad Gramentz <cgramentz@hotmail.com>
Sent: Monday, August 30, 2021 2:24 PM
To: Beth Thorp
Subject: Planning Commission

Beth,

I am no longer a resident or own land in Mora, so regrettably, I am submitting my resignation from the Planning Commission effective today.

Chad

Sent from my iPhone



MEMORANDUM

Date: September 7, 2021
To: Mayor and City Council
From: Lindy Crawford, City Administrator
RE: Airport Board Resignation and Vacancy

SUMMARY

The City Council will accept a resignation from the Airport Board and declare a vacancy.

BACKGROUND INFORMATION

The City Council appointed Ryan Martens to the Airport Board in 2014. He has been on the Board since and his current term expires on December 31, 2022. Martens submitted his notice of resignation on August 27, 2021. The council is being asked to declare a vacancy and direct staff to advertise for the remainder of the term.

The Airport Board meets monthly with the next meeting scheduled for September 14, 2021.

OPTIONS & IMPACTS

1. Accept Martens' resignation from the Airport Board, declare a vacancy and direct staff to advertise the vacancy immediately.
 - a. Staff recommends that applications be due on Thursday, October 14th in order for the council to consider applications at its October 19th meeting.

RECOMMENDATION

Motion to accept Martens' resignation from the Airport Board and direct staff to advertise the vacancy immediately.

Attachments

Martens Resignation letter

Beth Thorp

From: Ryan Martens <rjmartens83@gmail.com>
Sent: Friday, August 27, 2021 4:10 PM
To: Beth Thorp
Subject: Re: Working
Attachments: image003.jpg

Per our conversation, I unfortunately need to resign from the airport board effective immediately. I've enjoyed the opportunity to help make the airport better and hopefully can still do so in other aspects in the future.

Thanks

Ryan martens