



Request for Action

TO: Faribault EDA
FROM: Deanna Kuennen, Director
MEETING DATE: January 17, 2019
SUBJECT: Monthly Budget Status Report

BACKGROUND:

The Economic Development Authority (EDA) approved a 2019 budget, levy request, and work plan. The budget is divided into “operating expenses” and “special projects.” reflected specific projects, and the work plan focuses on: Available Land, Gateways, Regionalism, Workforce/Data Analysis, and Ongoing Operations.

Attached is the Budget Status report for Fund 290 (Economic Development Authority). *This information is being provided for informational purposes.*

Attachments:

12-2018 EDA Budget Status Report
Final 2019 Budgets
Final 2019 Work Plan

REQUESTED ACTION:

No action required.

General Ledger

Budget Status

User: kcasper
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 Period: 12, 2018



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 290	Economic Development Authority							
Dept 290-00000								
R01	Taxes							
290-00000-462-31010	Current Ad Valorem Taxes	213,018.00	95,182.24	208,733.32	4,284.68	0.00	4,284.68	2.01
290-00000-462-31020	Delinquent Ad Valorem Taxes	1,500.00	287.56	2,050.96	-550.96	0.00	-550.96	0.00
290-00000-462-31030	Mobile Home Taxes	350.00	320.21	320.21	29.79	0.00	29.79	8.51
290-00000-462-31035	Delinquent Mobile Home Taxes	350.00	126.02	337.39	12.61	0.00	12.61	3.60
	R01 Sub Totals:	215,218.00	95,916.03	211,441.88	3,776.12	0.00	3,776.12	1.75
R03	Intergovernmental Revenue							
290-00000-462-33402	Market Value Homestead Credit	0.00	0.00	15.82	-15.82	0.00	-15.82	0.00
	R03 Sub Totals:	0.00	0.00	15.82	-15.82	0.00	-15.82	0.00
R04	Charges for Services							
290-00000-462-34108	Administrative Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-00000-462-34700	Application Fees	2,000.00	35.00	35.00	1,965.00	0.00	1,965.00	98.25
	R04 Sub Totals:	2,000.00	35.00	35.00	1,965.00	0.00	1,965.00	98.25
R06	Miscellaneous Revenue							
290-00000-462-36200	Other Miscellaneous Revenue	500.00	0.00	0.00	500.00	0.00	500.00	100.00
290-00000-462-36210	Interest on Investments	2,000.00	0.00	5,913.65	-3,913.65	0.00	-3,913.65	0.00
290-00000-462-36211	Interest Market Value	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-00000-462-36240	Refunds & Reimbursements	0.00	616.00	20,726.75	-20,726.75	0.00	-20,726.75	0.00
	R06 Sub Totals:	2,500.00	616.00	26,640.40	-24,140.40	0.00	-24,140.40	0.00
R07	Other Sources							
290-00000-462-39100	Sale of Land	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-00000-462-39200	Transfer In	0.00	0.00	3,739.75	-3,739.75	0.00	-3,739.75	0.00
	R07 Sub Totals:	0.00	0.00	3,739.75	-3,739.75	0.00	-3,739.75	0.00
	Revenue Sub Totals:	219,718.00	96,567.03	241,872.85	-22,154.85	0.00	-22,154.85	0.00
	Dept 00000 Sub Totals:	-219,718.00	-96,567.03	-241,872.85	22,154.85	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 290-46500	Economic Development							
E02	Supplies							
290-46500-462-42110	General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-42115	Meeting	400.00	4.41	182.32	217.68	0.00	217.68	54.42
290-46500-462-42420	Minor Computer Equipment	0.00	0.00	1,998.00	-1,998.00	0.00	-1,998.00	0.00
	E02 Sub Totals:	400.00	4.41	2,180.32	-1,780.32	0.00	-1,780.32	0.00
E03	Other Services & Charges							
290-46500-462-43030	Engineering Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43040	Legal Fees - Civil Process	15,000.00	1,558.00	23,538.50	-8,538.50	0.00	-8,538.50	0.00
290-46500-462-43080	Indirect Cost Allocation	112,967.00	9,413.92	112,967.04	-0.04	0.00	-0.04	0.00
290-46500-462-43090	Expert & Professional Services	10,000.00	0.00	225.00	9,775.00	0.00	9,775.00	97.75
290-46500-462-43140	Training & Education	0.00	0.00	275.00	-275.00	0.00	-275.00	0.00
290-46500-462-43220	Postage	0.00	0.00	45.50	-45.50	0.00	-45.50	0.00
290-46500-462-43250	Other Communications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43310	Travel Expense	0.00	0.00	8.00	-8.00	0.00	-8.00	0.00
290-46500-462-43430	Advertising - Other	51,803.00	256.50	20,889.10	30,913.90	0.00	30,913.90	59.68
290-46500-462-43510	Legal Notices Publishing	500.00	0.00	479.00	21.00	0.00	21.00	4.20
290-46500-462-43520	Recording Fees	0.00	0.00	414.00	-414.00	0.00	-414.00	0.00
290-46500-462-43610	Insurance & Bonds	1,300.00	0.00	1,211.00	89.00	0.00	89.00	6.85
290-46500-462-43810	Electric Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43860	Storm Water Utilities	40.00	0.00	0.00	40.00	0.00	40.00	100.00
290-46500-462-44330	Dues & Subscriptions	27,600.00	0.00	23,883.00	3,717.00	0.00	3,717.00	13.47
290-46500-462-44370	Miscellaneous Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-44390	Taxes & Licenses	390.00	0.00	367.32	22.68	0.00	22.68	5.82
	E03 Sub Totals:	219,600.00	11,228.42	184,302.46	35,297.54	0.00	35,297.54	16.07
E04	Capital Outlay							
290-46500-462-45100	Land	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E04 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E06	Other Uses							
290-46500-462-47200	Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	220,000.00	11,232.83	186,482.78	33,517.22	0.00	33,517.22	15.24
	Dept 46500 Sub Totals:	220,000.00	11,232.83	186,482.78	33,517.22	0.00		
	Fund Revenue Sub Totals:	219,718.00	96,567.03	241,872.85	-22,154.85	0.00	-22,154.85	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Expense Sub Totals:	220,000.00	11,232.83	186,482.78	33,517.22	0.00	33,517.22	15.24
	Fund 290 Sub Totals:	282.00	-85,334.20	-55,390.07	55,672.07	0.00		
	Revenue Totals:	219,718.00	96,567.03	241,872.85	-22,154.85	0.00	-22,154.85	0.00
	Expense Totals:	220,000.00	11,232.83	186,482.78	33,517.22	0.00	33,517.22	15.24
	Report Totals:	282.00	-85,334.20	-55,390.07	55,672.07	0.00		

2019 OPERATING BUDGET WORKSHEET - DETAIL

EDA OPERATING FUND - REVENUE

	FUND #	DESCRIPTI	Detail Description	AMOUNT	DESCRIPTION	2018 for comparison		
EDA	290	31010	EDA Tax Levy	\$225,119.00	levy funds	\$	213,018.00	
EDA	290	31020	Delinquent Ad Valorem Taxes	\$1,500.00		\$	1,500.00	
EDA	290	31030	Mobile Home Taxes	\$350.00		\$	350.00	
EDA	290	31035	Delinquent Mobile Home Taxes	\$350.00		\$	350.00	
EDA	290	33402	Market Value Homestead Credit	\$0.00				
EDA	290	34108	Administrative Fees	\$0.00				
EDA	290	34700	Application Fees (estimate)	\$2,000.00	loan/program application fees	\$	2,000.00	
EDA	290	36200	Other Miscellaneous Revenue	\$500.00		\$	500.00	
EDA	290	36210	Interest on Investments	\$2,000.00		\$	2,000.00	
EDA	290	36211	Interest Market Value	\$0.00				
EDA	290	36240	Refunds & Reimbursements	\$0.00				
EDA	290	39100	Sale of Land	\$0.00				
EDA	290	39200	Transfer In	\$0.00				
				\$231,819.00	TOTAL EST. REVENUE	\$	219,718.00	\$12,101.00 increase

EDA OPERATING FUND - EXPENSES

EDA	290	43080	Indirect Cost Allocation	\$120,789.00	Increase from previous years Review policies, resolution, packets, etc.	\$	112,967.00	\$7,822.00 increase
EDA	290	43040	Legal Fees - Civil Process	\$15,000.00		\$	15,000.00	
EDA	290	43610	Insurance & Bonds	\$1,235.00		\$	1,300.00	
EDA	290	43860	Storm Water Utilities	\$40.00		\$	40.00	
EDA	290	44390	Taxes & Licenses	\$390.00		\$	390.00	
EDA	290	42115	Meeting	\$400.00		\$	400.00	
EDA	290	43510	Legal Notices Publishing	\$500.00		\$	500.00	
EDA	290	44330	Dues & Subscriptions	\$24,000.00	Daily News - \$100 EDAM Membership - \$500 MN Marketing Partnership - \$1,000 SMIF Contribution - \$4,000 (reduced)	\$	27,600.00	\$ 6,000.00
					Chamber - \$17,000 (to include Main Street, Chamber, and SCDC) - reduced GrowthZone - \$1,400			\$ 20,000.00

EDA	290	43430	Advertising - Other	\$35,000.00	MREJ - enhanced marketing - Advertisements - \$5,000	\$	51,803.00	\$ 16,803.00	decrease - because "land initiatives" reflected in Expert & Prof. Services
					FAM/Industry Visits/MMP events/Trade Shows - \$15,000				
EDA	290	43090	Expert & Professional Services	\$10,000.00	Financial consultant Engineer (or other) consultants - land initiative	\$	10,000.00	\$ 25,000.00	increase
				\$25,000.00					
EDA	290	42110	General Supplies	\$0.00					
EDA	290	42420	Minor Computer Equipment	\$0.00					
EDA	290	43030	Engineering Fees	\$0.00					
EDA	290	43140	Training & Education	\$0.00					
EDA	290	43220	Postage	\$0.00					
EDA	290	43250	Other Communications	\$0.00					
EDA	290	43310	Travel Expense	\$0.00					
EDA	290	43520	Recording Fees	\$0.00					
EDA	290	43810	Electric Utilities	\$0.00					
EDA	290	45100	Land	\$0.00					
EDA	290	44370	Miscellaneous Charges	\$0.00					
EDA	290	47200	Transfer Out	\$0.00					
				\$232,354.00	EST. EXPENSES	\$	220,000.00	\$12,354.00	TOTAL INCREASE

APPROVED 2019 EDA WORK PLAN

<p>AVAILABLE LAND</p>	<ul style="list-style-type: none"> • Identify underutilized parcels • Identify infill development opportunities • Identify “highly-visible/catalyst” sites for development/redevelopment • Start discussions with business owners about expansion/land needs • Identify additional development land • Land assembly / annexation • Position Faribault Municipal Airport to be an economic development engine through <ul style="list-style-type: none"> ○ Infrastructure investments ○ Marketing ○ Rebuilding efforts (due to 2018 storm)
<p>GATEWAYS</p>	<ul style="list-style-type: none"> • Identify (and map) opportunities and threats along major gateways to include: <ul style="list-style-type: none"> ○ Hwy 60 Corridor ○ Town Square ○ Nutting Building ○ Eagles ○ 4th Street Corridor ○ Faribault Airport • Encourage investment / redevelopment along major gateways <ul style="list-style-type: none"> ○ Clear hurdles to kick-start investment ○ Develop programs to infuse funds/leverage private resources ○ Replicate success on north side of Faribault in other areas of the city • Develop programs to encourage visual enhancements • Support/actively participate in I-35 interchange and frontage road initiatives • Develop initiatives to enhance Hwy 60 reconstruction project • Continue investments into the downtown – focusing on backsides of buildings
<p>REGIONALISM</p>	<ul style="list-style-type: none"> • Understand regional issues impacting economic development <ul style="list-style-type: none"> ○ Housing – partner with the HRA and employers on workforce housing initiatives • Define and market Faribault’s place in the region <ul style="list-style-type: none"> ○ Rice County ○ I-35 Corridor / Corridors of Commerce ○ Destination Medical Center ○ Greater MSP • Build on the FDI success happening in Faribault and continue to position Faribault and the larger region as a global economy <ul style="list-style-type: none"> ○ Be ready to respond to opportunities ○ Incrementally increase promotions/marketing around the powerful FDI message ○ Work with the MN Trade Office, Rice County, others to promote existing experience, accessibility, peer groups, and location
<p>WORKFORCE & DATA ANALYSIS</p>	<ul style="list-style-type: none"> • Actively engage with SCC on workforce training programs • Partner with the Faribault Area Chamber of Commerce and other on the “Career and Workforce Development” initiative • Work with employers to understand workforce needs • Tell Faribault’s story <ul style="list-style-type: none"> ○ Growing workforce population ○ Positive impact of proximity to south metro ○ Training opportunities
<p>ONGOING OPERATIONS</p>	<ul style="list-style-type: none"> • Redirect/review/reduce funding support to other organization – focusing on those that align with the EDA’s core economic development focus and mission • Continue enhanced marketing and networking initiatives <ul style="list-style-type: none"> ○ Leverage marketing funds by pursuing joint marketing efforts and cost-share opportunities ○ Pursue targeted marketing campaign ○ Actively participate in MMP, targeted industry visits, FAM Tour, FDI opportunities