

KASSON ECONOMIC DEVELOPMENT AUTHORITY

Kasson City Hall
Tuesday, July 14th, 2020
12:00 PM

I.	Call Meeting to Order	
II.	Approve Minutes of the Previous Meeting	
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X.	Items for August EDA Meeting	
XI.	Adjourn	

Next meeting will be held on Tuesday August 4th, 2020

KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, June 2nd, 2020

12:00PM

DRAFT MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at City Hall this 2nd day of June 2020 at 12:00PM.

The following board members were present: Dan Egger, Liza Larsen, Tom Monson, Michael Peterson, Chris McKern, and Janice Borgstrom-Durst.

Absent: None.

The following staff members were present: Timothy Ibisch - City Administrator, Nicholas Ouellette - EDA Staff.

- I. Call Meeting to Order. Egger called the meeting to order at 12:00PM.
- II. Approve Minutes of the Previous Meeting. Ibisch explained there were two meeting minutes to be approved: the March 3rd minutes and the May 5th minutes for which there was no quorum. Larsen motioned to approve both the March 3rd and May 5th minutes. Peterson seconded.

Ayes (5), Nays (0). Motion carried.

- III. Financial Report. Egger asked Ouellette if everyone was still up to date on loan payments. Ouellette noted all payments were up to date. Ibisch noted that he and Ouellette had gone over the EDA Budget and a copy of the update budget would be included in the next EDA packet. Ibisch mentioned some items included allocating more budget to advertising from other line items. Ouellette discussed that the STBIL loans were also included and that payments on the loans were not due until December. Ouellette also noted EDA Financials would be included in the EDA packets monthly.

Borgstrom-Durst arrived at the meeting.

- IV. Strategic Planning. Ouellette directed the Boards attention to the Board member's individual priorities, as well as his synopsis on what priorities he deemed to be the Board's overall priorities. Ouellette asked the Board to discuss their priorities, determine which priorities were highest and to identify how they would like to achieve the priorities. Ibisch noted he would like the Board to translate their large-scale ideas into tangible projects that Ouellette can work to complete. Ibisch also mentioned that a purchase of the old Shopko building would likely close next week. Ibisch explained to the Board that he wants the Board to drill down how Ouellette achieves these goals, who he talks to and where he looks for businesses.

Ouellette asked the Board to start discussing items from the list of key takeaways, beginning with business retention and attraction. Monson noted that he believed understanding and then addressing the COVID-19 impact on Kasson businesses is his highest priority for the Board. Monson discussed the possibility of advocating local business concerns to elected officials or providing assistance to businesses with COVID-19 relief loan payments. The Board expressed concern about the trickle-down effects that COVID-19 will have in the community as some business close, partially-reopen, and how that effects employees and consumers alike. McKern suggested surveying all Kasson businesses to determine how they were doing, what their outlook over the next twelve months is, what do you need and how can the EDA help. This could be a business survey looking out over the next twelve months, with some questions such as:

- How did the shutdown effect you? Closed completely, limited, no effect, etc.
- Where do you see business in the next 12 months? Will you be employing the same amount of people as today, do you expect business to be up or down, do you expect some other program to become available to help you stay in business?

Borgstrom-Durst noted this could be an opportunity to establish a comprehensive business directory. Monson discussed how the COVID-19 business survey could inform the longer-term priorities of the EDA Board while achieving the short-term goals. McKern suggested the business survey could be an annual activity to identify business competition, gaps in available services, growth opportunities, and other business growth and retention factors. The Board identified the Business Outreach/COVID-19 survey as their top short-term priority moving forward.

Ibisch asked the Board to determine what their long-term priorities will be. The Board expressed that they would like to take a first step with the business survey to help direct their long-term priorities. The survey will help them understand the shifting landscape of the Kasson business community. Monson recommended creating a presentable package of utility capacity, future development sites, comprehensive plan considerations, and market gap data to use as a tool to attract and direct future business development. Ouellette discussed his project to compile such metrics in one file to better understand what Kasson's capacity was for certain types of business growth in different areas of the City. McKern stressed that when Ouellette has conversations, he ask them to express their six to twelve month expectations and projections. To summarize the Strategic Planning discussion, Ibisch outlined the next steps to take as:

1. Business survey – including COVID-19 effect and creating a business directory
2. Developing the package of metrics to identify the capacity for business growth and attraction.

Ibisch moved the discussion asking the Board to characterize as the “Kasson Feel”, considering the gap between long-term and new residents of Kasson. Borgstrom-Durst brought up the relationship between Kasson and Mantorville. McKern related the “Kasson Feel” to the support of supporting local businesses, especially the outpouring of support during the COVID-19 crisis. Ouellette discussed how the EDA could encourage residents

to shop local and support the small business identity of Kasson. Borgstrom-Durst asked how this could relate to possible cooperation between Kasson and Mantorville. Ibisch suggested Ouellette formally request a joint meeting between the Kasson and Mantorville EDA's to discuss future collaboration. Monson brought up the idea of a more cohesive aesthetic (such as limestone), with matching signage directing to each City's businesses and attractions.

Peterson left the meeting at this point.

- V. Website Updates. Ouellette updated the board on his additions and redesign of the EDA webpages. Ouellette included local, regional, state, and federal resources available to businesses looking to start-up or grow. Monson recommended creating icons and sorting priority information, such as the program links, from top to bottom on the main page.
- VI. Coordinators Report. Ouellette reviewed his Coordinator's Report with the Board. Ouellette discussed the grant support he gave to Jerry Geese on KARE's MN Historical Society grant application, that he business subsidy reporting, his work on a MN Historical Society grant application for the WPA wall, and the utility metrics project.
- VII. Other Business. On the topic of the open Board seat, McKern stated that he was not comfortable appointing any of the applicants to the EDA Board and to reopen the seat for new applications.
- VIII. Items for the June EDA Meeting. The Board discussed a quorum for the July meeting, Ouellette will reach out to the Board mid-June to determine whether a quorum is likely to be met or not. Follow-up on the business survey.
- IX. Adjourn. McKern motioned to adjourn the meeting. Monson seconded.

Ayes (5), Nays (0). Motion carried. Meeting adjourned at 1:03PM.

The next meeting will be held at 12:00PM on July 7th, 2020.

Minutes Submitted by: _____
Nicholas Ouellette, EDA Coordinator

Dan Egger, EDA President

07/07/20
08:41:37

CITY OF KASSON
Balance Sheet
For the Accounting Period: 6 / 20

Page: 1 of 3
Report ID: L150

225 EDA FED MIF

Assets

Current Assets

CASH-OPERATING	32,654.66	
MONEY MARKET-SMITH BARNEY	462.33	
INVESTMENT INTEREST RECEIVABLE	72.00	
LOAN PRIN REC-WHITMARSH	3,312.89	
LOAN PRIN REC- 1760 MILLWORK	76,037.76	
LOAN PRIN REC-GIBBS	47,599.32	
LOAN PRIN REC- L & A (MAIN STREET FITNESS)	38,689.60	
LOAN PRIN REC- DOLLAR VIDEO	16,210.15	
SPECIAL ASSESSMENTS--DEFERRED	11,708.17	

Total Current Assets 226,746.88

Total Assets 226,746.88

Liabilities and Equity

Current Liabilities

Deferred Revenue Assessments	11,708.69	
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Total Current Liabilities 11,708.69

Total Liabilities 11,708.69

Equity

UNRESERVED FUND BALANCE	211,251.99	
CURRENT YEAR INCOME/(LOSS)	3,786.20	

Total Equity 215,038.19

Total Liabilities & Equity 226,746.88

07/07/20
08:41:37

CITY OF KASSON
Balance Sheet
For the Accounting Period: 6 / 20

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226 EDA RLF

Assets

Current Assets

CASH-OPERATING	72,562.00
GADIENT-PRIN RECEIVABLE	5,000.00
DAISY MAE CONSIGN PRIN RECEIVABLE	2,400.00

Total Current Assets	79,962.00
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Total Assets	79,962.00
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Liabilities and Equity

Total Liabilities

Equity

CURRENT YEAR INCOME/(LOSS)	79,962.00
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Total Equity	79,962.00
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Total Liabilities & Equity	79,962.00
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07/07/20
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CITY OF KASSON
Balance Sheet
For the Accounting Period: 6 / 20

Page: 3 of 3
Report ID: L150

290 Economic Development

Assets

Current Assets

CASH-OPERATING	16,314.17
DUE FROM OTHER FUNDS	82,677.89
PREPAID ITEMS	30.00

Total Current Assets	99,022.06
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Total Assets	99,022.06
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Liabilities and Equity

Current Liabilities

ACCRUED WAGE/SALARY PAYABLE	0.31
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Total Current Liabilities	0.31
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Total Liabilities	0.31
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Equity

UNRESERVED FUND BALANCE	152,331.02
CURRENT YEAR INCOME/(LOSS)	(53,309.27)

Total Equity	99,021.75
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Total Liabilities & Equity	99,022.06
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07/07/20

08:41:55

CITY OF KASSON
Income Statement by Department
For the Accounting Period: 6 / 20

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Report ID: L140

225 EDA FED MIF

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Community/Economic Development						
3621 INTEREST EARNED	463.73		3,779.20		0.00	3,779.20
3626 MONEY MARKET INTEREST	0.00		7.00		0.00	7.00
Total Department	463.73		3,786.20			3,786.20
Total Revenue	463.73	100.00	3,786.20	100.00	0.00	3,786.20
Net Income(Loss)	463.73		3,786.20			

07/07/20
08:41:55

CITY OF KASSON
Income Statement by Department
For the Accounting Period: 6 / 20

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226 EDA RLF

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Community/Economic Development						
3621 INTEREST EARNED	0.00		2.00	5.00	0.00	2.00
3921 TRANSFER FROM OTHER FUNDS	0.00		80,000.00****.**		0.00	80,000.00
Total Department			80,002.00****.**			80,002.00
Total Revenue	0.00	100.00	80,002.00	100.00	0.00	80,002.00
Expenses						
Community/Economic Development						
Community/Economic Development						
430 OTHER SERVICE/CHARGES-MISC.	0.00		40.00	100.00	0.00	-40.00
Account Total			40.00	100.00		-40.00
Total Department			40.00	100.00		-40.00
Total Expenses	0.00		40.00	100.00	0.00	-40.00
Net Income (Loss)	0.00		79,962.00****.**			

07/07/20
08:41:55

CITY OF KASSON
Income Statement by Department
For the Accounting Period: 6 / 20

Page: 3 of 3
Report ID: L140

290 Economic Development

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Community/Economic Development						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		90,533.00	-90,533.00
3621 INTEREST EARNED	0.00		65.00	0.12	2,000.00	-1,935.00
Total Department			65.00	0.12	92,533.00	-92,468.00
Total Revenue	0.00	100.00	65.00	100.00	92,533.00	-92,468.00
Expenses						
Community/Economic Development						
Community/Economic Development						
101 FULL-TIME EMPLOYEES - REGULAR	918.40	69.58	5,280.80	9.89	11,700.00	6,419.20
121 EMPLOYER PERA CONTRIBUTIONS	68.87	5.22	396.04	0.74	878.00	481.96
122 EMPLOYER FICA CONTRIBUTIONS	56.58	4.29	325.97	0.61	725.00	399.03
123 EMPLOYER MEDICARE CONTRIBUTION	13.23	1.00	76.24	0.14	170.00	93.76
130 EMPLOYER PAID INSURANCE	78.22	5.93	335.01	0.63	2,000.00	1,664.99
150 WORKER'S COMPENSATION	0.00		47.76	0.09	100.00	52.24
210 OPERATING SUPPLIES	0.00		135.01	0.25	400.00	264.99
303 ENGINEERING FEES	0.00		0.00		3,000.00	3,000.00
304 LEGAL FEES	0.00		0.00		4,000.00	4,000.00
321 TELEPHONE	21.86	1.66	109.43	0.21	500.00	390.57
325 COMMUNICATION-OTHER	15.00	1.14	176.67	0.33	200.00	23.33
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		396.00	0.74	500.00	104.00
351 LEGAL NOTICES PUBLISHING	50.70	3.84	50.70	0.09	0.00	-50.70
360 INSURANCE	97.07	7.35	291.21	0.55	360.00	68.79
414 COMMERCIAL PROGRAMS	0.00		2,000.00	3.75	20,000.00	18,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		1,654.43	3.10	4,500.00	2,845.57
440 PROFESSIONAL SERVICES	0.00		285.00	0.53	500.00	215.00
444 OTHER CONTRACTUAL SERVICES	0.00		21,814.00	40.87	42,500.00	20,686.00
720 OPERATING TRANSFERS	0.00		20,000.00	37.47	0.00	-20,000.00
Account Total						
	1,319.93	100.00	53,374.27	100.00	92,533.00	39,158.73
Total Department	1,319.93	100.00	53,374.27	100.00	92,533.00	39,158.73
Total Expenses	1,319.93	100.00	53,374.27	100.00	92,533.00	39,158.73
Net Income (Loss)	-1,319.93	-100.00	-53,309.27	-99.88		

EDA Loans

Loan Name	Origination Date	Original Amount	Interest Rate	Monthly Payment	Term/ Due Date	12.31.19 Balance	Prin Recvd YTD	5.31.2020 Balance
Klampe	3/1/2005	\$ 8,293	2.0%	53.37	15 years 2/1/2020	106	106	0
L & A(Main Street Fitness)	4/29/2009	\$ 75,000	3.0%	415.95	20 years 4/29/2029	40,589	1,900	38,689
Dollar Video	8/1/2009	\$ 50,000	3.0%	345.29	14 years 9/1/2024	18,023	1,813	16,210
Gibbs	10/14/2015	\$ 80,000	3.0%	772.49	10 years 1/1/2026	52,128	4,529	47,599
Millwork	7/1/2016	\$ 90,000	3.0%	499.14	20 years 6/1/2036	77,876	1,838	76,038
Whitmarsh	6/28/2018	\$ 5,000	4.75%	90	5 years 7/1/2023	3,768	455	3,313

EDA RLF Loans

Loan Name	Origination Date	Original Amount	Interest Rate	Monthly Payment	Term/ Due Date	Loan	Prin Recvd YTD	5.31.2020 Balance
Gadient	4/27/2020	\$ 5,000	0.0%	100	1/1/2025	5,000	0	5,000
Daisie Mae Consignements	5/1/2020	\$ 2,400	0.0%	100	11/1/2022	2,400	0	2,400



MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette, EDA Staff

Date: July 7th, 2020

Re: Kasson Business Outreach Survey on COVID-19

I reached out to approximately 150 businesses over the phone and received input from approximately 70 businesses. The questions I asked businesses were:

- How has COVID impacted your business?
- What do the next twelve months look like for your businesses?
- Is there anything your business needs and how can the EDA help?
- Do you have any questions or comments you would like to add?

Overall the businesses I had surveyed were appreciative of the outreach effort. Some were not aware of the EDA or its activities and I believe this project helped to raise awareness of the Board's purpose and programs. Some suggestions I heard from businesses were to implement a start-up business grant and better promote local businesses & services. Included in the packet is a spreadsheet with the responses I collected from the businesses that I was able to survey. Responses on the spreadsheet are organized by business type as responses were fairly similar from the same categories of businesses.

There is an opportunity to encourage residents to discover what businesses offer locally, as in the case of Hardware Hank who had an increase in local customers that due to travel restrictions. Shoppers were accustomed to purchasing items in Rochester and were not aware of local offerings. This is a positive outcome from COVID, and residents should be encouraged to find more local options for their retail or service needs.

The business that seemed to have suffered the most hardship due to COVID are those in person-to-person industries such as restaurants, childcare, health & wellness, and businesses that support those industries. Most of these businesses fall under businesses closed from the Governor's executive order 20-04 and 20-08 (restaurants, bars, theaters, gyms, spas, etc.). Many expressed a desire for financial assistance, preferably grants or forgivable loans. While most businesses were aware of current relief offerings, many expressed a disinterest for loans with interest rates or complex stipulations.

Business Name	Business Type	How has COVID impacted your business?	What do the next 12 months look like for your business?	Anything your business needs and how can the EDA help?	Anything to Add?
KASSON CAR CARE, INC.	Automotive	A lot more dropoffs, phone payments, reluctance to spend money on services.	Fairly normal	N/A	
Kasson Auto Sales and Repair	Automotive	First month pretty much closed, fewer jobs to work on, flat through march and april. June has been back to normal.	Back to normal as far as workload	Planning to expand business and update outdoor lot area. Interest in business programs offered by EDA.	
L&L Street Rod & Sport Truck LLC	Automotive	No impact yet.	Busy, hoping it stays the same.	No	
DCS AUTO LLC	Automotive	Slowed it down, fewer customers and services.	Unforeseen, another shutdown would have a negative impact - fewer cars needing servicing and reluctance to spend money.	Financial Assistance (relayed EDA programs and DEED grant).	
Woodward Repair, LLC	Automotive	Slowed way down during the beginning of the outbreak. Business is coming back.	Nothing is for sure but expects to maintain business.		
GORDY'S BODY SHOP, INC.	Automotive	Slower, lower income.	Hard to tell, not at the same level of business as before.	No	
KASSON NAILS	Beauty	Slowing down, income is not doing well.	Depends on how COVID goes.	Financial assistance	SBA Loan received
Chaotic Good Brewing Company LLC	Beverage	COVID made it very difficult to get a loan as the business has no payroll and doesn't qualify for COVID financing. The larger financial institutions have stopped their regular loans business.		Financial assistance, loans.	
Mops and Buckets	Cleaner	Not too bad.	Looking good, business should be set to open.		
All Seasons Cleaning LLC	Cleaning	Can't go into peoples homes, services cancelled temporarily. Some customers have lost jobs/furloughed and cant afford services.	Near retirement, business would be closing regardless of COVID but timing of retirement may change.		
Sweenie m's Contracting, LLC	Construction	No impact.	Continue with present businesses and hope that more people feel comfortable enough with in-home cleaning soon.	PPE is hard to get, cleaning supplies hard to get.	
KLEIN ENTERPRISE LLC	Construction	No impact.	Normal	No	
Jason Trapp Construction, LLC	Construction	No impact.	Slower than normal.		
Johnson Builders & Real Estate LLC	Construction	Slow down in real estate development, hesitation with building.	Busy.	N/A	
		About ready to close due to loss of clients and income. Clients purchasing uniforms or promotional items (schools, nursing homes, manufacturers) are closed or have lowered budgets.	Likely slower than last year.	Promoting Kasson businesses, local realtors.	
MARKIT ID	Design	Very little impact.	Don't know, depends on the economy and clients reopening. Switching business over to items on manufacturers product line (labels).		
ABEL SIGNS, INC.	Design		Same as before.	N/A	
A & A Electric & Underground Const. Inc.	Electrician	Not at all.	Busier than ever.	Doing well, not needing any assistance.	
Dehn & Dehn Electric, LLC	Electrician	Business slowed up a little bit, but holding up well.	Depends on how COVID goes.	Need more employees.	
Massey Land Surveying, Inc.	Engineering	No affect on amount of work, but it did affect how the company operated.	Pretty normal.		
Tucker Theatre LLC	Entertainment	Closed. Selling takout concessions. Loss of income.	Uncertain. If able to reopen, no new movies being released. Rescreening old movies creates 80% less income than screening new releases.	No	
		They do on location audio recording for groups like Bella Voice, Honors Choir. All concerts are cancelled so recording and consulting business pretty much shut down. They've done some compilation CDs and a few other projects continue. Loss of revenue.	Not confident it will start up in the fall, especially with choir concerts. Clients are starting to set some concert dates, but the business is not counting on them happening.	Grants or forgivable loans (don't need a loan with interest).	
Rolfs & Associates, Inc.	Events		Overall going to be fine, rolls is not their primary business and they don't usually hire other employees except for major holiday concert seasons when things are busy.		
		Lost wholesale business with restaurants being shuttered, little offset with people working from home purchasing beans online.	Some reopening and wholesale (promising that will come back). Farmers market in the summer have been a bit of a boost. Hard to tell, contingent on the opening of businesses. Maybe growing direct to consumer sales.		EDA should work to promote/market local businesses.
Trail Creek Coffee Roasters LLC	Food Industry	Deemed essential, remained open during the Stay at Home order. Challenges with staffing (one stayed home, hired more help). Income has been impacted. Extra challenges to meet DHS requirements and cleaning. Unique clientele, motivated by external factors such as probation - can't do face to face probation which has led to challenges by clientele (no support from criminal justice system)			
Stage by Stage, LLC	Health & Wellness		Hopeful, Summers are typically slower. Qualified for PPP which helps cushion business.	Delayed responses from DHS, need better/responsive guidance	

Zimmer Chiropractic, P.A.	Health & Wellness	Down revenue (11% compared to last year), laid off part time worker	Almost back to normal as of end of June, anticipating closure once exposed to the coronavirus. For the next year probably going to be fine.		
Grateful Life Doula Services LLC	Health & Wellness	No doula allowed on hospital floors, could only do online/virtual care, socially distanced prenatal care. All training conducted virtually. Loss of income.	Better resources technology-wise to serve clients, more in-person contact (they want freedom for clients to choose in-person, not mandated by state/hospitals).		
Full Circle Wellness Clinic LLC	Health & Wellness	Business has not opened yet.	Depends on COVID, and COVID protocols set forth by hospitals and the State.		
Jason Ogilvie Home Care & Repair L.L.C.	Home Services	Business is about the same. Currently have projects booked through the summer. Lost a few jobs with homeowners cutting spending.	N/A		
Master Handyman LLC	Home Services	Fewer residential clients, getting more clients in agriculture. Operating on more jobs but profit wise losing approximately 3K a month.	N/A		
Premium Windows & Siding, Inc.	Home Services	Little to no impact.	Looks really good.		EDA should create a "business startup grant"
SCHWANKE CUSTOM TILE LLC	Home Services	Less work on remodel projects.			
Zaron's Lawn Service	Home Services	Not as much work going on, decline in revenue.			
ADVANCED PLUMBING & HEATING, INC.	Home Services	Not much of an impact, slightly fewer customers.	Hoping to pick up through summer.	No	Happy working out of home, everything is paid for, no more debts, just keep working as is
Shaa's Way Installation, LLC	Home Services	Really no impact.	Business should be steady.	N/A	
HD Defensive Solutions LLC	Instruction	Not at all.	Should be good.	No	
Zakh Music L.L.C.	Instructional	Business was transitioned, once COVID hit some clients had to stop lessons, customer relationships still in place but lessons not at 100% pre-covid levels.	Operations looking to operate as normal. Continuing lessons, but shifting business to more work on a music project. Adapting to the market, no performances in the near future, looking to online distribution to find new sources of income.		Noticed other businesses need people walking in the door. Help business promote their presence online.
Stevenson Insurance, Inc.	Insurance	Slower than normal business, and there has been a psychological impact. Spent money on safety measures and emergency preparedness.	Income will be down as some customers businesses have closed.	Employment	Put efforts into restaurants and hair salons
Jana L. Nawrocki Insurance Agency, Inc.	Insurance	Production and sales are down.			
Ziebell Law Office	Law	Loss of employee (near retirement), business has been busier (residential real estate, wills in demand).	Same as before.	help others in need.	
METAL BIRD MEDIA PRODUCTIONS INC	Media Production	Fewer clients in the studio, mostly families. Loss of business and revenue.	Not worried, scaling back anyways so were prepared for slower business.	No	
Dodge Media, Inc.	Media/News	Remained open, employees able to work remotely. Biggest impact is loss of ad revenue (sales).	Hopefully business picks up with reopening and increased demand for advertising.	Financial Assistance	
Ready, Set Learn of Dodge County	Non-Profit	Ready set learn is a non-profit, pretty much seasonal in the summer. Has impacted just having different locations close, challenging to get information out to families applying for assistance.	Operating in May through August	If there's a way to disseminate information on the ready set learn, through utility billing?	
Tin Tree Photography Studio LLC	Photography	Closed under the stay at home order. Since the order has been loosened things are getting back to normal. Loss of income.	Plan to do business as usual.	No	
JRNY Photography	Photography	No clients from March to mid-april, loss of revenue.	Business picking back up as restrictions loosen.		
Atypical Title, Inc.	Real Estate	Little impact from COVID. Company has been busy with closings because the interest rate for mortgages is so low. Some additional costs due to cleaning/sanitizing offices.	If interest stays so low they'll be busy.	N/A	
Events by Saker, LLC	Restaurant	Loss of business and income	Hard to tell, if business stays the way it is unlikely to survive	Financial assistance	
		Dining room closed but remained opened for takeout. Now dining room is open and not that many customers are dining in. Was able to sell bulk items such as pies to balance out the loss of regular dining orders. Utility cost down and financials balanced.	If kids go back to school and waitresses, looking to go back to takeout. Tough to manage kitchen while policing customers social distancing and safe practices in the dining room.	N/A	
Country Pleasures Café	Restaurant	Closed, loss of revenue. Loss of large events. Had to toss spoiled, unsold food.	Depends on state situation. Summer is slow because people are camping and boating.		
Pete's Repeat	Restaurant				

Legion 333	Restaurant	Closed, loss of revenue. Lost the momentum they built up earlier this year. Unable to plan for events. Sales down, lost employees to other jobs.	Hard to predict, got the PPP loan. Hoping to carry on as normal. Contingent on situation within State.	Financial assistance, help regaining normalcy. Extending the patio regulations, help increase social distancing and capacity.	Waiting for City to release guidelines on events.
Dominio's Pizza	Restaurant	Increased sales.	Hopefully sales increase. With opening of restaurants sales have started to drop.	Need employees	
BUFFET KING	Restaurant	Large impact, closed, loss of revenue.	Not full reopening.	No	
Subway	Restaurant	Loss of customers and revenue, and business has picked up since restrictions lifted. Shifted to online ordering and curbside pickup.	See themselves getting busier.		
Daniels Restaurant	Restaurant	Significantly, closed during Executive Order. Doesn't feel community this size can support take out. Loss of income, \$240,000 less in sales from last year. 31 employees before, now 15 employees. Only open 4 days a week.	Depends on the COVID situation and how comfortable people feel going out. Can only open at 50%, but maybe gotten to that level twice in 3 weeks time.	Promotional assistance. List businesses engaging in safe practices. Who's open, how safe they are. Promotion right off highway. Knowing a place is safe, open, and service is available.	
O Zone Concessions, LLC	Restaurant	Totally Shut down, food truck has no events to attend.	Unless there is a vaccine, or a high degree of herd immunity, cant safely reopen.		This is a side business
Colonial Clock Shop INC.	Retail	Lost income. Clientel predominantly elderly and have stayed out of the retail space.	Hopefully people start picking stuff up.	Financial assistance.	
C L Zens Woodworking	Retail	Not a lot, very small business so difficult to gauge impact.	Depends on sales and whether their workspace gets insulated allowing them to operate through the winter.	No	
Ursulas Attic Designs L.L.C.	Retail	Sales slowed down.	Hopefully it picks up, during quarantine couldn't do as much work on products because of time spent homeschooling children.		
KASSON HARDWARE HANK	Retail	Short on staff, also experiencing higher customer counts. Difficulty staffing, can't hire a PT employee because there's a lot to learn and difficult to get them up to speed to interact with customers.	Optimistic, hopefully business drops back to normal. Expectations are to pick up a few extra customers as locals don't travel as far and look into local retail options. Fall unknown, Christmas holiday unknown.	Not needing any assistance, effected in the opposite direction.	
Erdman's, Inc.	Retail - Grocer	Quite busy, 20% increase in business.	Cost of business slightly higher with increase of employee protection/sanitation measures.		
Headquarters at 303 LLC	Salon	Operating at 25%.			
SOFTWARE RESOLUTIONS	Software	Not at all.	No change.	No	
Quality Indoor Air	Trades	Business is a 1/3 or 1/4 of what it was before.	Uncertain.	Financial assistance	
Joyful Sam's Deliveries LLC	Trucking	Deliveries went down, used savings to pay for bills, truck broke down	Not looking good	Financial assistance.	
Glaassen trucking	Trucking	Less work.	Less income than last year.	Hire local businesses.	
ConAg Specialized Transport LLC	Trucking	Sales are down significantly, loss of income.	Uncertain, customers are essential but even a lot of their business took a pause. Seeing slight little uptick in business with restaurants reopening.		
Bluhm Xpress L.L.C.	Trucking	Slow down, but not too noticable.	Average, little below previous years business.	No	
Just Like Home School Age Child Care, LLC		Drastic, went from day care crisis mode with 200 people on waitlist to not having enough kids to operate. Opened it up to everyone currently enrolled. March through end of may 10%. Maybe hitting 50%.	Aware that some parents currently furloughed, aware of a couple families that might drop or add. Could have up to 40 kids in the center, but ended up with 6 kids. Moving forward, parents biggest fear is that school isn't going to open up and they're required to return to work. Majority of parents work for Mayo and are deemed essential and daycare's worry is they will not be able to find the staff to care for the children. Not sure if they will be able to offer distance learning or daycare everyday. Reliant on highschoolers for staff at the moment, once they return to school at the end of the summer will have fewer staff.	Right now doing OK. Keeping up with cleaning is a stresser, trying to find handsanitizer and clorox. As for staff, looking OK through August but when school starts finding qualified staff could be an issue.	
MMS Design, LLC		Not at all.	Just fine.	N/A	



MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette, EDA Staff

Date: July 13, 2020

Re: Business Façade Improvement Program

Stage by Staige 2020 Application

Stage by Staige has submitted a BFIP application to add a new 8' x 4' sign for the business on the south side of the building and cut a vinyl window decal for the front entry way. Work on this project will be conducted by National Fleet Graphics. The total project cost is \$703, and the expected matching grant is valued at \$350. The project fits the guidelines for the program, and it is recommended the EDA approve the application. Attached are the application and supporting documents.

Action Requested:

It is requested the EDA Board approve the project application from Stage by Staige for a new sign and vinyl window decal.

Legion 333 Reimbursement Request

Legion 333 has submitted a request for reimbursement for their 2019 BFIP project to construct a concrete pad around the Freedom Rock. Included in this packet are photos of the completed project and proof of payment. The reimbursement request is for **\$2,000**. The cost of constructing the concrete pad was \$4,260.

Action Requested:

It is requested the EDA Board approve the \$2,000.00 reimbursement request from Legion 333.

Daniels Plaza, LLC

Daniels Plaza, LLC has submitted a request for reimbursement for their 2019 BFIP project to improve the landscaping in the plazas parking lot. Included in this packet are photos of the completed project and proof of payment. The reimbursement request is for **\$1,380**. The total cost of the landscaping project was \$2,760.

Action Requested:

It is requested the EDA Board approve the \$1,380.00 reimbursement request from Daniels Plaza, LLC.

Business Facade Improvement Program Application

Kasson Economic Development Authority

Name: Stage by Staige, Karen Staige Date: 6/9/20
Phone: 507-216-5151 Email: Karen@StagebyStaige.com
Mailing Address: 11- East Veterans Memorial Hiway
City/State/Zip: Kasson MN 55944
Project Address: 11- East Veterans Memorial Hiway
Project Summary: 8'x4' polymetal sign attached with screws to south side of building and cut vinyl window decal to front entryway. All work provided by National Fleet Graphics.
Total Project Cost: 703.⁰⁰ Total Amt. Requested: 350.⁰⁰

Application Certification

We, the undersigned certify that the information submitted is true and accurate to the best of our knowledge, that we have read, understand, and will comply with the program guidelines. We understand that this application will be reviewed based on the information provided herein and that if the final project does not meet minimum program guidelines, the City reserves the right to deny payment. We confirm that if approved, the City may use the approved company's name and information in promotional/publicity materials, events, etc.

But for the assistance provided through this program by the Kasson Economic Development Authority, we would not have the resources to complete this project or to complete this project to the extent that we will with assistance.

Karen Staige, Owner
Name/Title (Printed)

Name/Title (Printed)

Karen Staige 6/9/2020
Signature Date

Signature

Date

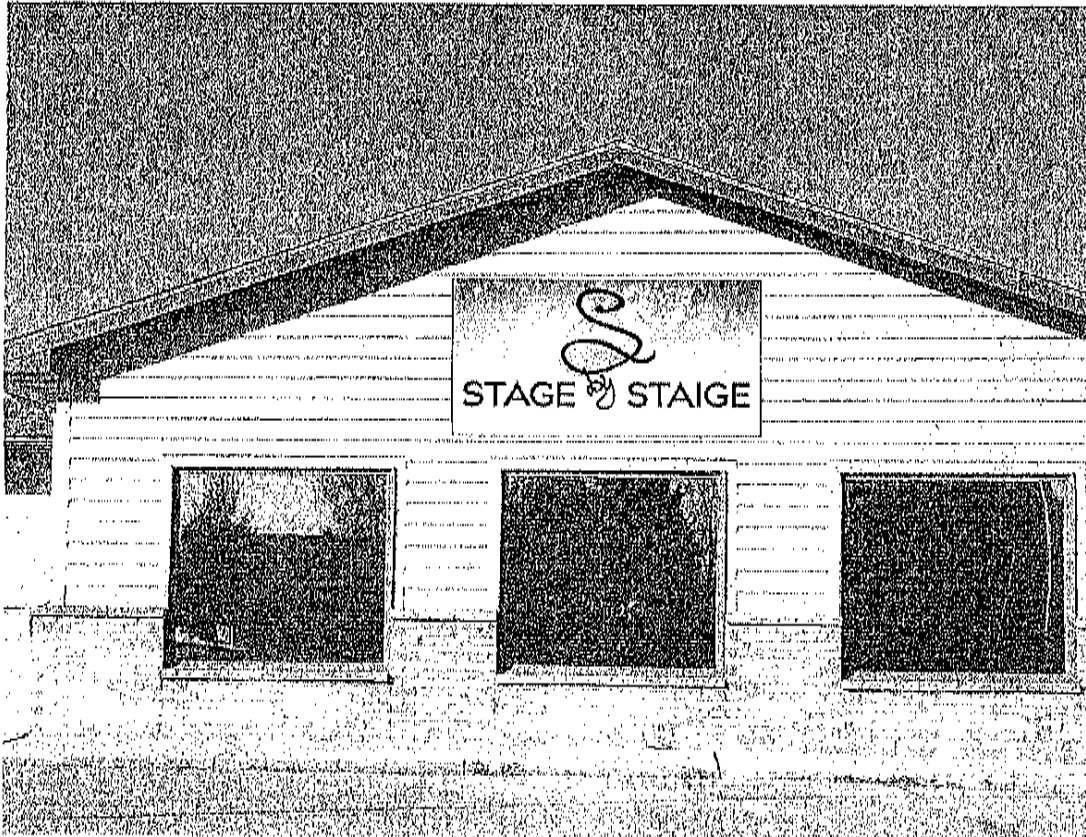
NO WORK MAY BEGIN PRIOR TO EDA APPROVAL.

September 2018

Karen Staige

From: Kathryn Awe <kathryna@nationalfleetgraphics.com>
Sent: Wednesday, June 3, 2020 4:09 PM
To: Karen Staige
Subject: Re: Attached Image

I attached a screenshot of a mockup you can use with the form - Dan is going to call you regarding the questions you had. I think Jason wanted to come out or have you send a photo once that box is installed so we can see if we will be able to still hang the sign as pictured. Is that capped?



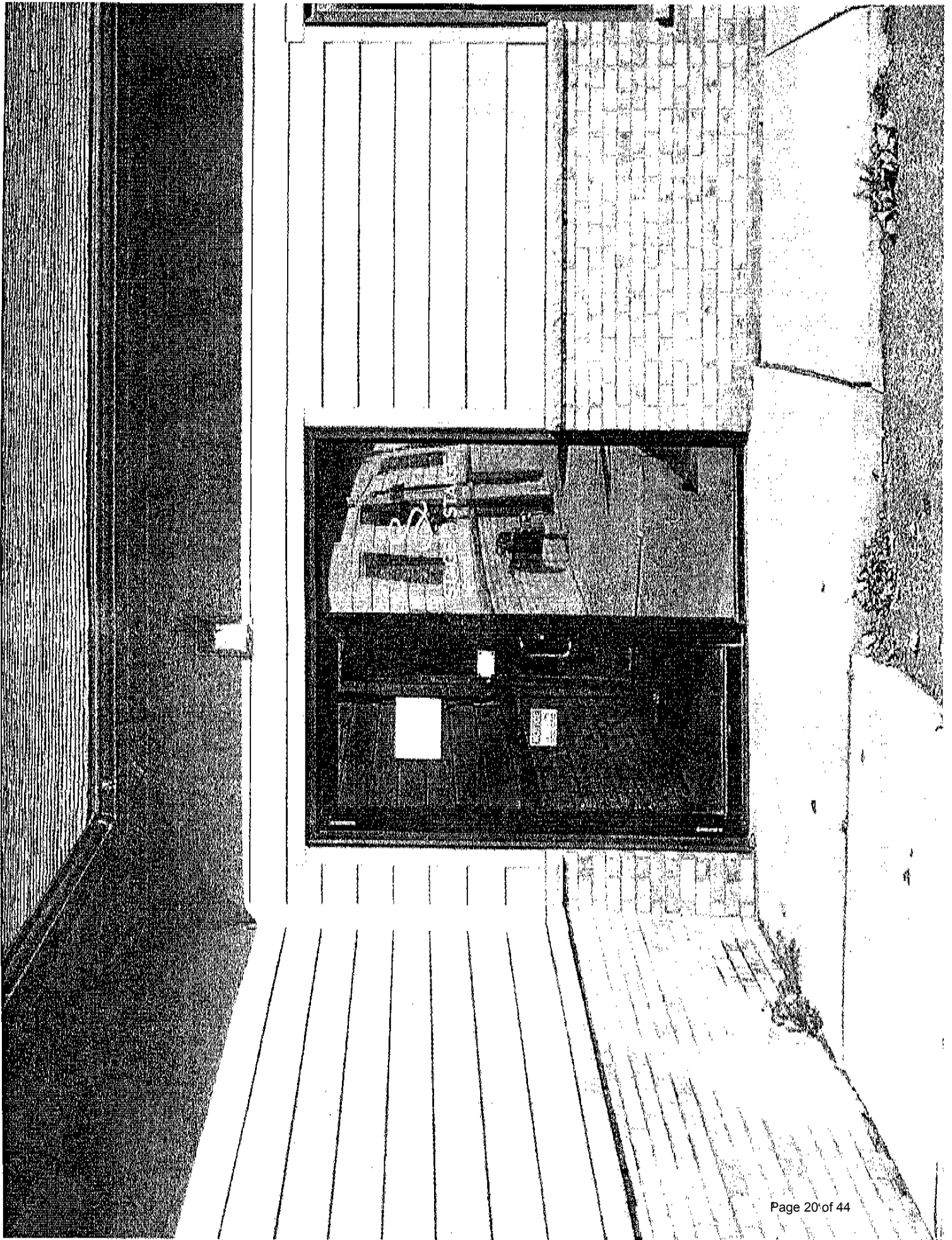
Kathryn Awe

Graphic Designer • National Fleet Graphics • 318 South Street • Dodge Center, MN 55927 • 507.374.7069

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On Jun 3, 2020, at 3:28 PM, Karen Staige <karen@stagebystaige.com> wrote:



15877

AMERICAN LEGION POST 333
 GENERAL ACCOUNT
 212 WEST MAIN STREET
 KASSON, MN 55944
 (507) 634-4353

HOME FEDERAL
 303 WEST MAIN ST.
 MARSHALLTOWN, IA 50158

75-7005/2912

6/22/2020



PAY TO THE ORDER OF Complete Concrete Co.

\$ **4,260.00

Four Thousand Two Hundred Sixty and 00/100 ***** DOLLARS

Complete Concrete Co.
 229 70th Ave SW
 Byron, MN 55920

MEMO Concrete - (ROCK)



 AUTHORIZED SIGNATURE

Security features. Details on back.

⑈015877⑈ ⑆291270050⑆ 0200424⑈

AMERICAN LEGION POST 333	15877
Complete Concrete Co.	6/22/2020
	4,260.00

General Account	Concrete - (ROCK)	4,260.00
-----------------	-------------------	----------

Statement

DATE _____

8-22-2020

TO

Kasson Legion Club

TERMS

IN ACCOUNT WITH

Complete Concrete Co.

229 70th and SW

Bayer MW 55920

[illegible]

A-25812/T-3409D

01-11







5225 Co. Rd. 15 SW, Byron, MN 55920 (507) 365-8891

June 30, 2020

Dan Gadiant
65654 250 Ave.
Kasson, MN 55944

Labor

DATE	DESCRIPTION	AMOUNT
June 22	Install labor	1,710.00
		Total labor: 1,710.00
Taxable amount:		Tax rate: % Tax:

MATERIALS

DATE	DESCRIPTION	PRICE EACH	AMOUNT
June 22	Plants	920.00	920.00
	Soil/soil amendments/brush removal	130.00	130.00
	Payment received Jan. 6, 2020		-750.00
			Total materials: 300.00
			Total Amount due: 2,010.00

Thank you!

Plant material we install is guaranteed to the price of the material for one year. Animal or mechanical damage or human neglect excluded. There is a labor/equipment charge if we replace plant material. The installation of plant material and hard goods is considered an improvement to real property and is not taxable. Garden maintenance is a taxable service. Payment due upon the completion of work. After 15 days, a service charge of 1.5% (18% annually) will be due. Credit card payments accepted; a 3% processing fee will be added to the invoice total.



5225 Co. Rd. S, Byron, MN 55920 | (507) 365-8891

Dan Gadiant
Daniel's Restaurant Plaza
Kasson, MN 55944

Nov. 19, 2019

Landscape estimate:

Plant material:	<u>\$ 920.00</u>
(48) Nepeta	\$ 520.00
(2) Shade Trees	\$ 400.00
Other material/costs:	<u>\$ 130.00</u>
Soil	\$ 50.00
Brush Removal	\$ 80.00
Labor for area prep and plant install:	<u>\$1920.00</u>
Amount of Estimate:	\$2970.00
Deposit due before project begins:	<u>\$ 750.00</u>
Balance due upon the completion of work:	<u>\$2,220.00</u>

I've reviewed the design and authorize Garten Marketplatz Perennial Farms to go ahead with the work as we've discussed. Any changes requested by me during the installation of this design will affect the final amount due.

Signature

11-1-20

Date

Please sign and date the form, and return it, along with the deposit, to us at the above address. Upon receipt, we'll get you on the schedule.

Thank you. We look forward to working with you on this project!

Daniel's Plaza/504 S Mantorville Ave

Garten Marketplatz

Date 6/30/2020
Type Bill
Reference final payment

Original Amt.
2,010.00

Balance Due
2,010.00

7/1/2020

Discount

Check Amount

001892

Payment
2,010.00
2,010.00

2,010.00

Checking Account final landscaping statement

30016



Daniel's Plaza/504 S Mantorville Ave

Garten Marketplatz

Date 12/31/2019 Type Reference Bill

1/1/2020
Discount
Check Amount
Payment
750.00
750.00
001868

Original Amt.
750.00
Balance Due
750.00

Checking Account Deposit for landscaping 750.00



30016



ECONOMIC DEVELOPMENT		BUDGET		BUDGET		BUDGET		PROPOSED	COMMENTS
		2018	ACTUAL	2019	ACTUAL	2020	ACTUAL		
290.4650.3101	CURRENT AD VALOREM TAXES	69,488	69,488	69,602	69,602		-		
290.4650.3621	INTEREST EARNED	2,000	2,445	2,000	590	2,000	65	2,000	
290.4650.3107	Abatement Levy		432		2,637		-		
	Transfers In		-	20,000	20,000	-	-	-	0
Total ECONOMIC DEVELOPMENT		71,488	72,365	91,602	92,829	2,000	65	2,000	Revenues - Page 4

ECONOMIC DEVELOPMENT						thru 6/30		PROPOSED	COMMENTS
COMMUNITY/ECONOMIC DE		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL		
		2018		2019		2020		2021	
290.4650.101	FULL-TIME EMPLOYEES - REGULA	40,450	10,799	11,500	6,782	11,700	5,281	11,700	
290.4650.121	FULL-TIME EMPLOYEES - OVRTIME								
290.4650.121	EMPLOYER PERA CONTRIBUTIONS	3,034	799	863	488	878	396	878	
290.4650.122	EMPLOYER FICA CONTRIBUTIONS	2,508	634	713	423	725	326	725	
290.4650.123	EMPLOYER MEDICARE CONTRIBU	587	148	167	99	170	76	170	
290.4650.130	EMPLOYER PAID INSURANCE	4,000	959	1,100	538	2,000	335	4,300	
Personnel Subtotal		50,578	13,339	14,342	8,330	15,473	6,414	17,773	
290.4650.150	WORKER'S COMPENSATION	300	41	300	(36)	100	48	100	
290.4650.210	OPERATING SUPPLIES	400	516	400	465	400	135	400	
290.4650.216	PERIODICALS		-		-		-		
290.4650.240	SMALL TOOLS/MINOR EQUIP		-		-		-		
290.4650.303	ENGINEERING FEES	3,000	-	3,000	-	3,000	-	3,000	
290.4650.304	LEGAL FEES	4,000	454	4,000	1,350	4,000	-	4,000	
290.4650.321	TELEPHONE	500	410	500	329	500	109	500	
290.4650.325	COMMUNICATION-OTHER	200	120	200	227	200	177	200	Postage
290.4650.333	STAFF MEETINGS & CONFERENCE	2,000	-	500	16	500	-	500	
290.4650.334	MEMBERSHIP DUES AND FEES	3,150	356	500	416	500	396	500	
290.4650.343	ADVERTISING	-		-	-	-	-	-	
290.4650.351	LEGAL NOTICES PUBLISHING	-	180	-	75	-	51	-	
290.4650.352	GENERAL NOTICE/PUBLIC INFO	-	-	-	-	-	-	-	
290.4650.360	INSURANCE	360	314	360	339	360	291	410	
290.4650.380	UTILITY SERVICES		-		-		-		
290.4650.414	PROGRAMS			20,000	2,000	20,000	2,000	20,000	Commercial Programs
290.4650.413	Rental Expenses	2,000	-	-	-	-	-	-	
290.4650.430	OTHER SERVICE/CHARGES-MISC.	4,500	3,076	4,500	1,265	4,500	1,654	3,500	includes \$1,000 SMIF
290.4650.440	PROFESSIONAL SERVICES	500	270	500	2,967	500	285	500	Marketing
290.4650.444	OTHER CONTRACTUAL SERVICES		41,124	42,500	42,355	42,500	21,814	44,700	CEDA
290.4650.720	OPERATING TRANSFERS						20,000		
Operations Subtotal		20,910	46,859	77,260	51,767	77,060	46,960	78,310	
Total ECONOMIC DEVELOPMENT		71,488	60,198	91,602	60,098	92,533	53,374	96,083	

Economic Development Authority Coordinators Report

Nicholas Ouellette
June 2, 2019 – July 14, 2019



Meetings

1. Ed & Tina Butler, Keith Hansen (DCI Publisher)
2. Jim Hagedorn (Member of Congress)
- 3.

EDA Strategic Plan

Top 5 priorities have been put on hold as the EDA identified their immediate priority of assessing the impact of COVID on local businesses. The results of the COVID impact survey have been included in the packet.

MN DNR Trail Connections Grant

Kasson has been awarded a 2020 Trail Connections Grant for the amount of \$82,390! Documents are being collected and organized by WHKS in order to move forward with the grant agreement. The trails are expected to be constructed in summer 2021.

EDA Webpage

Some updates have been made to the EDA webpage as suggested at the June 2 meeting.

MNHS Grant – Historic WPA Wall

A grant application has been submitted to the Minnesota Historical Society Grant for \$10,000 (Small Grant Program) to help finance the restoration of the Historic WPA Wall at the Kasson pool and Veterans Memorial Park. Awards for the grant are expected to be announced in 8 weeks' time.

Utility Metrics Collection

I have collected some metrics and maps on Kasson's utility capacity to better understand the City's capacity for business attraction and growth. I have yet to organize these metrics into a formal document which is forthcoming.

Kasson Mantorville Collaboration

CEDA is currently in the process of switching consultants in Mantorville. I have been in contact with both the outgoing and incoming consultant about the possibility of a Kasson-

Mantorville EDA collaboration. Some potential projects have been outlined and the Mantorville EDA has identified October 1st as a possible joint meeting date.

Ed & Tina Butler, DCI Building

I toured the DCI building owned by Ed and Tina Butler. The building features 4 upstairs apartments, a main floor apartment/office space, main floor offices, and basement storage. As the DCI looks to scale down their office space needs, Ed and Tina have considered remodeling the main floor into a business co-working space. They have requested I look into and help formulate a business plan for the project.

Kasson Active Business Directory

I have collected a list of active businesses in Kasson. I have also added a business type category for the businesses I was able to find information on. The list has been included in the packet for the Board to review. The list includes data not presented in the packet, such as addresses, owners names, organization type, and more.



TREE
CITY
USA

CITY OF
KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette, EDA Staff

Date: June 2nd, 2020

Re: EDA Top 5 Strategic Planning Initiatives

Included in this packet are the abbreviated Top 5 Priorities each EDA Board member submitted. I have also included a Key Takeaways section, which highlights what I interpreted as the main priorities from all the responses. This document will serve as a starting point for the discussion of the EDA's top 5 priorities to accomplish moving forward. With this list and the resulting discussion at the June EDA meeting, it is my hope the EDA Board will adopt their Top 5 priorities. Moving forward, I plan to present a timeline to achieve the EDA's priorities at the July meeting.

Action Requested:

It is requested the EDA Board discuss, come to a consensus on, and approve their Top 5 priorities for future EDA action.

Janice Borgstrom-Durst

1. create a business directory
2. compare/contrast Kasson to similar towns for competitive advantage
3. attract small manufacturers
4. attract businesses from Rochester
5. create a committee to work on business attraction

Michael Peterson

1. Business retention (consider COVID Impact)
2. commercial/industrial expansion
3. Shopko building – fill in with business
4. Encourage multi-family residential development

Liza Larsen

1. Attract more dining options
2. Drive in movie theatre
3. Attract ShopKo equivalent
4. Encourage expansion of trail creek coffee
5. Increase activities/businesses that cater to youth population

Chris McKern

1. Maintain Business Façade Improvement Program
2. Business retention (consider COVID Impact)
3. Support Small business in partnership with Chamber
4. Maintain and promote commercial property inventory
5. Hwy 57 closure business assistance/promotion

Dan Egger

1. Retain and add businesses
2. Better communication from EDA to public/businesses
3. Alternative Housing plans
4. Business/Industrial Park

Tom Monson

1. Balance growth of population with appropriate businesses/services
2. Promote unique “Kasson feel”
3. Improve Main Street: develop gateway and cohesive design
4. Promote commercial development along both sides of Hwy’s 14 & 57
5. Improve cross-highway transportation

KEY TAKEAWAYS (*Higher ranked priorities from top to bottom*):

- Business attraction and retention
 - Small manufacturing, youth/experience-oriented businesses (increase business diversity)
 - Business/Industrial, while not frequently mentioned, can assist in achieving this priority
 - Encourage growth of local businesses
 - COVID impact, address this issue
 - Continued use of and development of EDA Business programs (BFIP, RLF)
- Promote unique Kasson feel/identity
 - Types of businesses
 - Mainstreet as a destination, its character can define “Kasson feel”
- Business directory
 - Can be a tool to better communication with businesses
 - Can be a tool to identify businesses to attract
 - Commercial property inventory could be included in this exercise
- Alternative housing options – multi-family developments
- Collaboration with Chamber
 - Promote unique Kasson feel/identity
 - Hwy 57 closure business assistance/promotion
 - Business directory

	Business Name	Address 1	Contact 1	Business Type
1	Phelps Farm L. L. C.	23803 650th Street		Agriculture
2	Mel's Little Creatures	204 4th Ave NW	(507) 634-6692	Arts
3	Mustang Metal Works	1503 1st Avenue Circle NE		Arts
4	KASSON CAR CARE, INC.	508 SW 1st Ave	(507) 634-2277	Automotive
5	Kasson Auto Sales and Repair	19 N Mantorville Ave	(507) 634-4733	Automotive
6	L&L Street Rod & Sport Truck LLC	25143 Co Hwy 34	(507) 634-4857	Automotive
7	DCS AUTO LLC	810 E. Veterans Memorial Hwy	1 (507) 634-2678	Automotive
8	Woodward Repair, LLC	1004 W Main Str	(507) 634-4741	Automotive
9	GORDY'S BODY SHOP, INC.	181 1st Ave NW	(507) 634-7366	Automotive
10	Kasson Small Engine Repair & Powersport LLC	19 N Mantorville Ave	(507) 421-4116	Automotive
11	L & L Street Rod & Sport Truck	25143 Co Hwy 34	(507) 634-4857	Automotive
12	1st Class Auto Glass	21 1/2 MAIN STREET	(507) 951-5616	Automotive
13	Emergency Vehicle Installation Services, Inc	69469 230th Avenue		Automotive
14	Kwik Trip #619	200 8th Str SE		Automotive
15	KASSON NAILS	504 S Mantorville Ave #5	(507) 634-6886	Beauty
16	Headquarters at 303 LLC	303 West Main Street	(507) 634-4000	Beauty
17	1st. Avenue Haircompany	101 West Main Street	(507) 634-6489	Beauty
18	Expressions Hair Studio LLC	13 W Main St	507-634-4004	Beauty
19	Manorwood Tan, Inc.	16 N Mantorville Ave		Beauty
20	Chaotic Good Brewing Company LLC	601 3rd Ave NW	(507) 319-0267	Beverage
21	Shawna's Building Blocks Daycare	103 N MANTORVILLE AVE	(651) 388-8905	Childcare
22	Just Like Home School Age Child Care, LLC	503 2nd Str SW	507-634-6040	Childcare
23	Kasson-Mantorville Nursery Group, Inc.	409 8th Str NW	(507) 634-4550	Childcare - Nonprofit
24	Mops and Buckets	75 Central Ave	(507) 226-7500	Cleaner
25	All Seasons Cleaning LLC	106 Mantorville Ave. S.	(507) 216-8777	Cleaner
26	K-M Snowdrifters, Inc.	25813 670th St		Club
27	KMTelecom	18 2nd Ave NW	507 634-2511	Communications
28	Minnesota WIFI LLC	103 W Main St	(507) 634-9434	Communications
29	Swenke Ims Contracting, LLC	103 One-half W Main Street	(507) 634-7778	Construction
30	KLEIN ENTERPRISE L.L.C.	64669 240TH AVE	507-535-9522	Construction
31	Jason Trapp Construction, LLC	1010 3rd Str SE	(507) 259-2370	Construction
32	Johnson Builders & Real Estate LLC	13 West Main	(507) 273-8019	Construction
33	Distad Enterprises, Inc.	603 12th Ave NW	(507) 634-4658	Construction
34	Nathan Gransee Construction, LLC	1401 4 1/2 Str NW	(507) 273-8749	Construction
35	Trim Tech, LLC	2104 13th Ave NE	(507) 634-7025	Construction
36	Wilker Retaining Walls and Pavers L.L.C.	1103 Eighth Avenue Northwest	(507) 775-7800	Construction
37	A & B Handyman Services, L.L.C.	101 4th Ave NW	(507) 603-1014	Construction
38	Briggs and Rabehl Builders LLC	1002 Parkview Ave NW	(507) 513-4320	Construction
39	Next Step Contracting LLC	1307 4th Street NW		Construction
40	Erik Swanson Construction, LLC	305 3rd Str NW		Construction
41	Vangness Millwright Services LLC	703 3rd St NE	(507) 634-6443	Construction
42	Cooperative Consulting & Building Group	1204 1st Ave NE		Construction
43	Kelley Brothers Construction, Inc.	504 11th Ave NE		Construction
44	Mike Ranvek Const. LLC	410 13th Ave NW PO Box 291		Construction
45	Madery Construction, LLC	66095 270th Ave	507-273-9342	Construction
46	Highmark Builders and Remodelers LLC	102 1st AVE NE		Construction
47	Concrete Guys	803 3rd Str NE	(507) 272-6292	Construction
48	IRON CROSS CONSTRUCTION/SOUTHERN MINNESOTA	508 2nd Str SW		Construction
49	OMALLEY CONSTRUCTION LLC LLC	105 W MAIN ST		Construction
50	momentum	1001 2nd St SE	(507) 254-1130	Consultant
51	Dawn Johnson Appraisals	405 5th St NW	(507) 634-4730	Consultant
52	Elder Care Consulting LLC	404 13th Ave NW		Consulting
53	MARKIT ID	105 2nd street NE	(507) 634-7384	Design
54	ABEL SIGNS, INC.	14 N Mantorville Ave	(507) 634-6501	Design
55	JB Grafix, LLC	15 5th Avenue NW	(507) 319-2845	Design
56	Kasson Laser Graphics	207 W Main Str	(507) 259-3526	Design
57	Straight Up Flat Out, LLC	405 2nd Ave NE	(507) 319-0306	Design
58	Brand Ready LLC	405 2nd Ave NE		Design
59	MHS Design, LLC	709 20th Str NE	(507) 993-8593	Design
60	Today is a Good Day Promotions, Inc.	68325 250th Ave.		Design
61	A & A Electric & Underground Const. Inc.	100 9th Str SE	(507) 634-7453	Electrician
62	Dehn & Dehn Electric, LLC	602 2nd Ave NE	(507) 634-4268	Electrician
63	Leth Electric, Inc.	805 7th St SE	(507) 635-5516	Electrician

64	Marti Electric of Kasson, Inc.	701 3rd Str SE	(507) 634-2000	Electrician
65	Massey Land Surveying, Inc.	33B E Veterans Memorial Hwy	(507) 634-4505	Engineering
66	Tucker Theatre LLC	221 W Main St	(507) 634-6300	Entertainment
67	Rolfs & Associates, Inc.	27494 682nd Str	(507) 365-8257	Events
68	GOOD VIBRATIONS	RR 2 Bx 224	(507) 254-6470	Events
69	The Enchanted Princess Company	706 1st St NE		Events
70	Barry Mosier CPA, PLC	202 W Main Str	(507) 884-7246	Financial
71	Ocean Breeze Bookkeeping L. L. C.	207 2ND AVE NE		Financial
72	McKern Financial Group, Inc.	13 W Main Str PO Box 97	(507) 634-4307	Financial
73	D. Baker & J. Borgstrom-Durst Acctg, LLC	105 W Main Str	(507) 634-7606	Financial
74	Trail Creek Coffee Roasters LLC	305 13th Avenue NW	(507) 951-7251	Food Industry
75	Czaplewski Crematory	801 7th St. SE	(507) 477-2259	Funeral
76	Stage by Staige, LLC	9 12th Avenue NW	(507) 216-5151	Health & Wellness
77	Zimmer Chiropractic, P.A.	15 E Veterans Memorial Hwy	(507) 634-6677	Health & Wellness
78	Grateful Life Doula Services LLC	205 Mantorville Ave S	507 271-4784	Health & Wellness
79	Full Circle Wellness Clinic LLC	11 E Veterans Memorial Hwy	(507) 634-6071	Health & Wellness
80	Kasson Dental Clinic, Ltd.	305 W Main	(507) 634-6421	Health & Wellness
81	Essential Aromas LLC	106 3rd Avenue SW	(507) 261-0783	Health & Wellness
82	Meyer Chiropractic Center, Chartered	17 NW 4th Ave	507-634-6111	Health & Wellness
83	Ring The Bell Fitness LLC	1502 3rd Street NW	(507) 261-0665	Health & Wellness
84	West Meadows Condominium Homeowners Asso	701 W Veterans Memorial Hwy		HOA
85	HAWTHORN MEADOWS HOMEOWNERS ASSOCIA	605 21ST STREET NE		HOA
86	Stone Ridge Patio Homes Owners' Association	63797 250th Ave		HOA
87	SOUTH FORK SUBDIVISION HOMEOWNERS ASSOC	706 South Fork Pl SE		HOA
88	Northwest Townhomes Homeowners Association	605 7 1/2 Street Circ NW		HOA
89	Jason Ogilvie Home Care & Repair L. L. C.	504 2nd Ave NE	507-421-8494	Home Services
90	Master Handyman LLC	94 Meadowlark Avenue	(507) 517-2933	Home Services
91	Premium Windows & Siding, Inc.	20 4th Str SE	(507) 634-2134	Home Services
92	SCHWANKE CUSTOM TILE LLC	2106 9th Ave NE	(507) 951-8897	Home Services
93	ADVANCED PLUMBING & HEATING, INC.	607 3rd Str NW	(507) 421-3833	Home Services
94	Shea's Way Installation, LLC	70124 220th Ave	(507) 273-5356	Home Services
95	PAT BIGELOW PAINTING	701 8th Str SE #1	(507) 634-6375	Home Services
96	Midwest Floor Solutions Inc.	105 8th Street SE	(507) 634-4680	Home Services
97	Josh Fjerstad Painting, Inc.	1307 1st Ave Circ NE	(507) 254-4171	Home Services
98	Millennium Seamless Gutters, LLC	26037 Co Hwy 34	(507) 634-6001	Home Services
99	IVERSON HOME INSPECTION SERVICES, LLC	1101 4th Pl NW	507-696-7557	Home Services
100	DeRaad Overhead Doors, LLC	705 14th Ave NW	(507) 634-7074	Home Services
101	Pat Bigelow Painting, LLC	701 8th Str SE	(507) 634-6375	Home Services
102	PREFERRED HEATING AND COOLING, LLC	63041 220th Ave	(507) 533-6288	Home Services
103	Pena Drywall LLC	1004 3rd Str SE		Home Services
104	Unique Design Tile & Stone, LLC	402 9th Ave Circle NW		Home Services
105	HD Defensive Solutions LLC	113 east windsor street	(507) 272-6437	Instruction
106	ST JOSEPH DRIVING SCHOOL INC	23274 670th Str	(507) 634-6293	Instruction
107	J.A.B. TRAINING LLC	204 6 AVE	(507) 951-1153	Instruction
108	Med City Training Center	404 4th Ave NE		Instruction
109	Civil Response Firearms Training L. L. C.	1104 3rd St SE	507-259-0707	Instruction
110	Zakh Music L. L. C.	22062 650th St.	(507) 990-3782	Instructional
111	Stevenson Insurance, Inc.	16 N Mantorville Ave	507-634-4580	Insurance
112	Jana L. Nawrocki Insurance Agency, Inc.	20 N Mantorville Ave	(507) 634-4151	Insurance
113	Jeffrey J. Stevenson & Associates, Inc.	16 N Mantorville Ave	1-507-634-4580	Insurance
114	McKern Riess Insurance Agency	13 W Main St		Insurance
115	Aarons Lawn Service	606 3rd Ave NW	(507) 202-2717	Landscaping
116	G2S, LLC	65654 250th Ave		Landscaping
117	Ziebell Law Office	13 W Main Str PO Box 248	(507) 634-7887	Law
118	Moosbrugger Law Office PA	208 W Main Street	(507) 634-4111	Law
119	Kasson License Bureau	13 W Main Street		Licensing
120	Cadence Inc.	301 8th Ave SW	(507) 634-6870	Manufacturing (Medical)
121	METAL BIRD MEDIA PRODUCTIONS INC	308 10th Ave NE	(507) 273-8061	Media Production
122	The Drift	105 5th Ave SW		Media Production
123	Good Faith Promotions	407 6th St Ct NE	(507) 273-1418	Media/Events
124	Dodge Media, Inc.	105 1st Ave NW	(507) 634-7503	Media/News
125	Local Business Leaders, LLC	805 7th St SE		Network
126	Kasson Chamber of Commerce, Inc.	103 W Main St		Networking
127	Ready, Set Learn of Dodge County	906 8th St. NW	(316) 390-5368	Non-Profit
128	Kasson-Mantorville Girls Softball Association, Inc.	202 W Main PO Bx 92		Non-Profit
129	Faith In Action in Dodge County	408 9th Avenue Circle NW		Non-Profit

130	Kasson-Mantorville Lions Club, Inc.	106 6th Ave NE		Non-Profit
131	Kasson Mantorville Baseball Association, Inc.	712 20th Str NE PO Box 203		Non-Profit
132	K-M Athletic Booster Club	208 3rd Str NE		Non-Profit
133	Wildcat Hockey Booster Club	15th Avenue NW		Non-Profit
134	Friends of the Kasson Public Library, Inc.	607 First Street N.W.		Non-Profit
135	Kasson Fire Department Relief Association	401 5th Str SE		Non-Profit
136	KASSON EYE CARE, P.A.	504 S Mantorville Ave #1	(507) 634-4445	Optometrist
137	Tin Tree Photography Studio LLC	909 15th Ave NW	(507) 421-9067	Photography
138	JRNY Photography	1504 16th Ave NE	(507) 273-9750	Photography
139	Urban Flair Photography, LLC	1000 10th Str NW	(507) 884-8297	Photography
140	SistersInSync Photography & Video	25434 Co Hwy 34	(507) 261-1542	Photography
141	Urban Flair Photography	302 4th Str NE	(507) 259-6247	Photography
142	Life Photography by Don	3 South Fork Drv SE		Photography
143	BJ Photography	204 6th Ave NW		Photography
144	DANIEL'S PLAZA, LLC	504 S Mantorville Ave #3		Property Manager
145	Atypical Title, Inc.	16 N Mantorville Ave PO Box 295	(507) 634-4454	Real Estate
146	1 Stop Realty, Inc.	20 4th Street SE	(507) 634-7033	Real Estate
147	O'Connor Real Estate Group LLC	102 2nd Avenue NE		Realty
148	Horizon Realty, LLC	16 N Mantorville Ave PO Bx 26		Realty
149	KASSON UNITED METHODIST CHURCH	801 5th Ave NW		Religious
150	ST. JOHN'S LUTHERAN CHURCH OF KASSON	301 8th Ave NW		Religious
151	Church! of the Nazarene in Kasson	205 Mantorville Ave S		Religious
152	Community Celebration Church Assembly of God	27401 Country Rd 34		Religious
153	OUR SAVIOR EVANGELICAL LUTHERAN CHURCH OF	600 8th Ave NW		Religious
154	ST. JOHN'S LUTHERAN CHURCH FOUNDATION OF	301 NW 8th Ave		Religious
155	KASSON CHURCH OF CHRIST	901 8th Ave NW		Religious
156	FIRST BAPTIST CHURCH OF KASSON	304 4th Str NW		Religious
157	Greenfield Manor Partnership	16 N Mantorville Ave	(507) 451-8524	Residential Rental
158	WESTPARK TOWNHOMES ASSOCIATION, INC.	801 Holly Ln		Residential Rental
159	AMK Rentals, LLC	22737 650th Str		Residential Rental
160	Events by Saker, LLC	401 8th Str SE	(507) 634-7400	Restaurant
161	Country Pleasures Café	17 Mantorville Ave N, Kasson, MN	(507) 634-7714	Restaurant
162	Pete's Repeat	27 W Main St, Kasson, MN 55944	(507) 634-7500	Restaurant
163	Legion 333	212 W Main St, Kasson, MN 55944	(507) 634-4353	Restaurant
164	Domino's Pizza	501 S Mantorville Ave N, Kasson, MN	(507) 634-3344	Restaurant
165	BUFFET KING	23 WEST MAIN ST	(507) 634-6818	Restaurant
166	Subway	505 S, Mantorville Ave N, Kasson, MN	(507) 634-4911	Restaurant
167	Daniels Restaurant	504 Mantorville Ave S, Kasson, MN	(507) 634-7775	Restaurant
168	O Zone Concessions, LLC	1100 3rd Place NW	(507) 273-2434	Restaurant
169	Dan's Hot Dog Cart, LLC	1001 22nd Str NE		Restaurant
170	Omar's Kitchen, LLC	40 E Veterans Hwy	(507) 634-7300	Restaurant
171	Burger King	408 Mantorville Ave S, Kasson, MN	(507) 634-4014	Restaurant
172	The Crafty Linus	405 13th Ave NW		Retail
173	Colonial Clock Shop INC.	22062 650th St.	(507) 634-4471	Retail
174	C L Zens Woodworking	710 21st st ne	(507) 405-4414	Retail
175	Ursulas Attic Designs L.L.C.	304 7th Ave NE	(507) 440-7013	Retail
176	KASSON HARDWARE HANK	11 4th Str SE	(507) 634-2771	Retail
177	Kasson Variety	207 W Main St.	(507) 634-6521	Retail
178	KASSON HARDWARE, INC.	11 4th Str SE		Retail
179	Daisy Mae Consignments	109 W Main Str		Retail
180	Becky's Community Closet L.L.C.	21 W Main St	(507) 884-8726	Retail
181	Erdman's, Inc.	19 2nd Ave NW	(507) 634-2731	Retail - Grocer
182	Erdman Supermarkets, Inc.	19 NW 2nd Ave	(507) 634-2731	Retail - Grocer
183	SOFTWARE RESOLUTIONS	101 8th Ave NE	(507) 634-6065	Software
184	BMXSMOOTHEWARE, LLC	604 15 1/2 Ave NW	(507) 634-6292	Software Engineer
185	Legacy Storage LLC	300 5th St SE		Storage
186	Second Street Storage	10 1/2 Abbey Ln		Storage
187	Quality Indoor Air	603 13th Avenue NW	(507) 254-2680	Trades
188	Joyful Sam's Deliveries LLC	304 7th Ave NE	507-923-1880	Trucking
189	claassen trucking	65107 220th ave	507-254-5466	Trucking
190	ConAg Specialized Transport LLC	102 5th St SW	(507) 272-3130	Trucking
191	Bluhm Xpress L.L.C.	900 2nd St SE	507-259-0359	Trucking
192	Moorman Trucking LLC	605 6th Ave. NE	(507) 259-9668	Trucking
193	Jeremy Buecksler Trucking LLC	304 1st Avenue NE	507-261-8085	Trucking
194	TIMS CUSTOM HAULING	104 5th st sw	(507) 696-1856	Trucking
195	Mehling Transport LLC	603 4th Ave NE	(507) 634-6674	Trucking

196	Pat Sexton Trucking, LLC	306 1st Street NE	507-208-9147	Trucking
197	Finne Transport Inc.	401 1st Avenue		Trucking
198	Foot Axle & Frame	1701 N Mantorville Ave	(507) 634-4624	Trucking
199	Fennert Jr. Trucking, Inc	401 1st Avenue SW		Trucking
200	Bordertech LLC	21807 625th St		X-Ray
201	CTSW, LLC	200 5th Str SE		
202	Rufus 1 LLC	1601 11th Avenue NE		
203	Rufus 5 LLC	1601 11th Avenue NE		
204	Amelia's Coins and Precious Metals	500 12 Avenue NE		
205	Rufus 2 LLC	1601 11th Avenue NE		
206	DEEN, INC.	27116 675th Str		
207	Foursons LLC	27172 675 St		
208	Pieper Farms, LLC	20 4th ST SE		
209	Lawson LLC	602 12th st nw		
210	AmeriDeals LLC	103 7th Ave NE		
211	Pundit Properties L.L.C.	16 6th Ave S		
212	Magnolia Enterprises L. L. C.	101 N Mantorville Avenue		
213	Dodge Land Co., LLC	20 - 4th Street SE		
214	Taylor Made Design	704 4th Str NE		
215	LAMPLAND ENTERPRISES OF KASSON, INC.	Rt 1 Bx 96		
216	Bulldogge Enterprises of SEMN, LLC	203 4th Ave NE		
217	SFS Fertilizer, LLC	11 E Veterans Memorial Hwy		
218	Grilled LLC	18 1st ave nw		
219	Meirick Enterprises, LLC	501 12th Street NW		
220	GT Kasson, LLC	11 4th Street SE		
221	DBL AA, Inc.	602 3rd Ave NW		
222	Drift LLC	105 5th Ave SW		
223	Time for Chocolate LLC	1001 22nd St NE		
224	Spring Fed, LLC	914 Mantorville Ave N		
225	Centennial Haven LLC	203 3rd Avenue NW		
226	L & K Creations	407 15th Av. NW		
227	Trow Properties, LLC	202 W Main Str		
228	DM Title Search	65710 250th Ave		
229	ERA Lone Tree L. L. C.	1103 - 5th Street NW		
230	BP Management L. L. C.	607 Third Street NW		
231	Razzy Services LLC	907 4th ST NE		
232	Cowboy Town L. L. C.	105 West Main St		
233	GARCIA BUSINESS VENTURES LLC	101 West Main St		
234	Kathy's Chop Shop, LLC	601 1st Avenue NE		
235	Horkheimer Enterprise's Inc	1501 15th Street Circle NE		
236	The Eagles Nest LLC	1005 10th St NW		
237	Stone by Stone Plus, LLC	1200 West Main Street		
238	H.D.D. INCORPORATED	700 7th Str Circ SE		
239	SolarVim Consulting LLC	1004 Parkview Avenue NW		
240	TOB Cherokee Flyers LLC	62939 235th Ave		
241	ABC of Life, LLC	711 23rd Str NE		
242	All Around Graffix	904 9th Street NW		
243	Lyon Sleepers LLC	2201 13th Ave. NE		
244	Kibera Pride USA	113 West Main		
245	Mrs. A's Snow Dayz	1306 2ND AVENUE CIR NE		
246	Dinsmore Properties LLC	200 5th Street SE		
247	Missy's Trucking, LLC	68779 220th Ave		
248	SIP LLC	11 12th Ave. NW		
249	AC Herbst, LLC	63993 260th Avenue		
250	2nd Avenue Sausage Company LLC	2202 13th Avenue NE		
251	JK Klingfus Co. LLC	2104 9th Avenue NE		
252	The Land Office, LLC	20 4th Str SE		
253	Johnson Investment Group of Dodge County, LLC	25462 Co Hwy 34		
254	Spore Frog Games	1405 2nd Street NW		
255	Curds & Whey, Inc.	16 N Mantorville Ave		
256	L & A Property LLC	110 W Main Str		
257	Angela Moore, Inc.	901 5th Ave NE		
258	MTS LLC LLC	604 2nd Ave NE		
259	Three B LLC	1305 4 1/2 St. NW		
260	Fjerstad Express	502 1st Str NE		
261	MLB Enterprises, LLC	805 7th St SE		

262	JERC ENTITY, LLC	14 Mantorville Avenue North		
263	Alberts Automation LLC	1104 Parkview Ave		
264	Deerwood Cove, LLC	22737 650th Street		
265	C & K of Kasson, Inc.	16 N Mantorville Ave		
266	HOSPITALITY ADVISORY GROUP, INC.	1501 15th Str Circ NE		
267	Construction Concepts, LLC	14 East Veterans Memorial Hwy		
268	Fight For FJG	102 2nd St SW		
269	Gordon Logistics, LLC	1601 N. Mantorville Avenue		
270	Hearts and Hands LLC	2001 13th Ave NE		
271	Ski Bum Embroidery & Design LLC	804 10th St. NW		
272	Foxland Construction Inc.	505 21st Place NE		
273	Give Matthew 6 L. L. C.	804 10th St NW		
274	Jacqueline Edgar, LLC	66551 230th Ave		
275	Tierra AKA Partnership	16 N Mantorville Ave		
276	Jorgenson Partnership	27100 625th Str	(507) 634-7379	
277	Goodrich-Fellows Partnership	16 N Mantorville Ave		
278	Kasson/Dodge Board & Lodge, LLC	610 Third Street NW	(507) 634-6999	
279	KELM OF KASSON, a Limited Partnership	13 W Main Str		
280	Rufus 3 LLC	1601 11th Avenue NE		
281	MTB Holdings, Inc.	1308 N Mantorville Ave		
282	MAROO ENTERPRISES LLC	22479 Co Hwy 34		
283	PAUL ALBERTS FARMS, LLC	2551 625th Str		
284	Rolling Meadows North, LLC	13 W Main Str #6		
285	CM Squared Properties, LLC	13 Main Str W		
286	Curbside Properties, LLC	1602 15th Str #6		
287	Zaitz Trust, LLP	20 4th Str SE		
288	Junge's Properties LLC	905 9th St. NW		
289	Westfield Townhomes Association, Inc.	804 Westfield Ct		
290	K.R. Chosen Properties, LLC	24297 670th St		
291	JLR Rentals, LLC	22737 650th Str		
292	Value Management Solutions	903 Sixth Str NW		
293	NSP Properties LLC	1005 4th Place NW		
294	1918 Kasson Public School LLLP	22062 650th Str		
295	BLAINE ENTERPRISES	16 N Mantorville Ave		
296	Gadient Hospitality Group, Inc.	65654 250th Ave		
297	NJZ, LLC	15 E Veterans Memorial Hwy		
298	KASSON\MANTORVILLE AREA CARE AND SHARE	106 6th Ave NE		
299	Severance Properties, LLC	803 Holly Lane NW		
300	Vicky Garrison, Mary Kay Independent Beauty Cor	1501 15th Street Cir NE		
301	Lakeside Properties, LLC	14 E Veterans Mem Hwy		
302	Moose Bros. Properties L. L. C.	208 West Main Street		
303	Allsen Enterprises, LLC	2106 9th Ave NE		
304	Kasson & Mantorville Telephone Company	18 2nd Ave NW		
305	Kasson Alliance For Restoration, Inc.	122 W Main Str		
306	Thompson Ventures Inc.	1204 1st Ave. NE		
307	Ashdown, Inc.	13 West Main St., Unit 7		
308	EML ASLESON, LLC	201 1st Ave NW	(507) 208-9411	
309	Deputy Registrar #95, Inc.	13 W Main	(507) 634-2061	
310	River Bend Leasing, LLC	1601 N Mantorville Ave		
311	New Horizon Homes, LLC	16 N Mantorville Ave		
312	BIGELOW-LENNON PROPERTIES	64229 250th Ave		
313	RML PROPERTIES, LLC	900 PARKVIEW AVE NW		
314	MacSyd LLC	100 9th Street SE		
315	Manorwood Court Association, Inc.	16 N Mantorville Ave		
316	Rufus 4 LLC	1601 11th Avenue NE		
317	Sedona Properties, LLC	14 E Veterans Memorial Hwy P OBox 157		
318	Green Acres of Kasson Inc.	16 N Mantorville Ave		
319	ICON, LLC	103 1/2 West Main Street	(507) 634-7778	
320	Johnson's General Store LLC	508 13th Ave NW	(507) 259-6984	
321	BOLSTER ENTERPRISES LLC	602 1st Str NE		
322	Tracy Services, LLC	607 W Main Str		
323	Lick Your Chopz LLC	802 22nd St. NE	(612) 220-6398	



To: City Council

Date: 7/8/2020

Agenda Heading: City Administrator's Report

“The advancement and diffusion of knowledge is the only guardian of true liberty.” ~ President James Madison

- **Absentee Voting Push.** Minnesota is promoting absentee voting and has made ballots available for the August 11 primary. On May 7, Gov. Walz signed HF 3429 to provide funding and special procedures for Minnesota to conduct safe and secure primary and general elections. The bill allows local districts to move or combine polling places to better accommodate social distancing, allows health care professionals to collect and deliver absentee ballots to patients and long-term care residents, extends the period for absentee balloting by allowing mail-in ballots to be counted up to three days after the election, and allows for additional electronic filing for candidate reports. Right now, we still expect the in person voting to be at the school, because that gives us the best way of spacing out adequately. The City Clerk is coordinating election judges and will be maintaining a number sufficient to complete the work in November.
- **EMS Committee Update.** The EMS committee met last week to view several options for partnering with a firm to ascertain the space needs and flesh out the process for moving forward on a number of items regarding city buildings. During the meeting the presentations were and discussed. The Committee will review and provide feedback to me and likely we will bring potential vendors to the City Council at a future meeting. It seems prudent to begin the planning process now so that we are ready in 3-5 years. Additionally, the funds accrued from a potential franchise fee for the natural gas could certainly be segmented out to help reduce the costs to the taxpayers. More information will be forthcoming as we complete our review of proposals.
- **Coronavirus Relief Funds to Cities.** The Legislature's regular session ended without an agreement on how federal funds provided under the Coronavirus Aid, Relief, and Economic Security (CARES) Act would be distributed to local governments. The legislature did not come to an agreement so Gov. Tim Walz used Senator Rosen's SF 47 as the new guidance for distribution. Under his Executive Order, the Department of Revenue (DOR) will distribute \$841 million of the state's allocation from the Coronavirus Relief Fund to cities, counties, and townships. The funds may be used for pandemic-related costs that occur between March 1, 2020, and Dec. 30, 2020. I participated in a webinar discussing the issue and have included information in your packet. The key to this process is to ensure that the Council is fully aware and involved in any expenditures. Paying for the COVID 19 leave is one priority and we also have an

opportunity to implement some needed remote access facility upgrades. Please let me know if you have any questions.

- **Changes to Liquor Laws.** A variety of liquor law changes affecting cities were passed during the 2020 regular legislative session. The 2020 omnibus liquor bill, Chapter 103 (SF 2130), was passed by the Legislature during the regular session and includes several provisions that affect cities. Gov. Tim Walz signed the bill into law on May 27. Section 1 of the bill broadens authority for liquor sales at ballparks and stadiums. Previously, cities could issue on-sale wine and malt liquor licenses to summer collegiate league baseball team owners or holders of a concession or management contract.

However, those beverage sales could only be done during games at a ballpark or stadium. As of Aug. 1, 2020, those licenses may authorize sales at any event at the ballpark or stadium, not just games. This would allow sales at the Ice Arena during games and other events and could provide a large boost to its overall profits. Currently it typically has expenditures in excess of its revenues and is subsidized by Dodge County and Kasson.

- **Financial Planning Updates.** Tonight, we will be reviewing the updates to our long-range financial plans with Mr. Bubany. Earlier this year, Nancy and I went through this information with him and Nancy provided some changes which have been implemented in the spreadsheets. This information indicates that we might want to begin some small increases to the overall rate structure for 2021. Right now, I expect rates changes to be in the 2-3% range. It would be my preference to see these rates increased in a moderate way over a greater period of time, rather than larger jumps in certain years, i.e. 9% one year and nothing for 2 years. I think its easier for ratepayers and provides us with the knowledge that income will be normalized and steady.
- **State of Cities 2020.** I have included in the packet a copy of the NLC State of the Cities 2020 report. I found it to be interesting reading and I think you will as well. It notes that the top topics that American Cities are looking at are, infrastructure and Public Safety and that housing is also a topic of some discussion. We know that the same would be true for Kasson, with the need for more street work and stormwater infrastructure. One question I get asked is when the City will restart the sump laterals inspection program? It seems that this might be a project we could safely restart in the fall if the Coronavirus vaccine is completed. So far, this year rainfalls have not exceeded acceptable levels however it is a matter of time until we have more issues with the current pace of growth and addition of impervious surface. I think it would be prudent to review the sites for the large ponding plan as well, so that we can ready a bonding request. Please review and let me know if you have any questions.
- **Council Per Diems/Tech Updates.** Included in the packet is a memo from the City Clerk regarding the question of increases to the per diem/ Council salary. The Cities in our region have a variety of ways of dealing with them. Linda is looking for feedback from the Council on what changes you would like to implement. Additionally, I am asking for feedback on what sort of tech updates the Council would like to see for a Council Chambers upgrade. We are contemplating utilizing the rear area as an alternate Council Chamber to provide for greater social distancing and better public interaction.

Meetings and Events Attended

June 9	Movie/Park Planning
	Water Meter Meeting
	Library Board
June 10	City Council
June 11	Congressman Hagedorn Visit
	EMS Committee
June 15	Judisch/Thompson Meeting
	City Engineer
	Xcel Service Territory call
	Sewer Plant Inspection
	Aquatic Center Site review
June 16	CEDA
	Hoisington-Koegler Meeting
June 17	CMPAS Meeting-Springfield, MN
June 18	SRTS Review-City Engineer
	Annexation Review
June 19	Southeast MN EDA professionals
June 24	City Council Meeting
June 25	City Engineer
	Bigelow Projects-Les Conway
	Department Heads Meeting
June 30	Police Chief Retirement Ceremony
	Meeting with KARES - old school
	CEDA-Ed/Tina Butler
July 1	CARES Act Funding Webinar
	EMS Committee
July 2	City Attorney
	City Engineer
July 8	Chamber of Commerce
	Safety Committee
	Worksession-Bubany
	City Council Meeting