



**ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA
SEPTEMBER 8, 2026 AT 11:45 AM
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N**

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements by the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

1. Call to Order/Roll Call
2. Agenda Amendments
3. Approval of Minutes
 - A. July 5, 2026, Meeting Minutes
4. Citizens To Be Heard
5. Commissioners' Report
6. Presentations
7. Business Items
 - A. 2027 Budget Discussion and Resolution to Approve Maximum 2027 EDA Tax Levy
 - B. Strategic Review of Moorhead's Border City Approach and Approval of 2026 Workers' Compensation Rebate Program
 - C. Economic Development Report
8. Information/Update
 - A. Moorhead's Edge Cohort — Smart Strategies for Small Business Success — [Link to Registration](#)
 - B. Spark Center for Entrepreneurship - [Link to Spark Center](#)
 - C. Downtown Moorhead Redevelopment — The Loop District — New Webpage Under Construction
 - D. Building & Housing Updates - [Sign up for e-Notifications](#)
 - E. 11th Street Underpass Project - [Link to MnDOT Project Details & Updates](#)
9. Executive Session
10. Adjourn

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**MINUTES OF THE ECONOMIC DEVELOPMENT AUTHORITY
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N
JULY 6, 2026 - 11:45 AM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

Present (9): Siham Amedy, Amy Anderson, Evan Balko, Derrick LaPoint, Emily Moore, Jason Ness, Kim Schlotfeldt, Rob Sobolik, Deb White

Absent (1): Sheri Larson

Chair LaPoint called the meeting to order and attendance was noted.

2. Agenda Amendments

There were no amendments to the agenda.

3. Approval of Minutes

A. June 1, 2026, Meeting Minutes

Motion to Approve made by Kim Schlotfeldt and seconded by Emily Moore.

For 9: Siham Amedy, Amy Anderson, Evan Balko, Derrick LaPoint, Emily Moore, Jason Ness, Kim Schlotfeldt, Rob Sobolik, Deb White

Against 0: None

Abstain/Recuse 0: None

Motion Passed

4. Citizens To Be Heard

There were no citizens to be heard.

5. Commissioners' Report

Commissioner Schlotfeldt, spoke about the success of the Matson Field ribbon cutting event that she attended and the future positive impacts the project will have.

Commissioner Ness, highlighted updates on the ongoing construction projects throughout the city and how Moorhead Public Service is planning for the future.

6. Presentations

A. Center Avenue Construction Update

Clay Lexen, Assistant City Engineer, updated the EDA on the ongoing construction on Center Avenue. Temporary access routes to businesses impacted by the closure of Center Avenue were provided.

Stacia Sytsma, Greater Moorhead Business Association, Executive Director, spoke about the kickoff of "Tour De Cones," an initiative to support businesses impacted by the closure of Center Avenue.

7. Business Items

- A. Renaissance Zone Tax Incentive Request — Innovis Health LLC | Essentia Health Moorhead Clinic (730 Center Ave)

Matt Leiseth, DMI/Economic Development, introduced the Renaissance Zone property tax incentive request for Innovis Health LLC, doing business as Essentia Health. Details of the multiphase project were provided to the EDA including terms of the property tax exemption, as found in packet materials.

Motion to Recommend Approval to the City Council made by Deb White and seconded by Evan Balko.

For 9: Siham Amedy, Amy Anderson, Evan Balko, Derrick LaPoint, Emily Moore, Jason Ness, Kim Schlotfeldt, Rob Sobolik, Deb White

Against 0: None

Abstain/Recuse 0: None

Motion Passed

- B. Consent to Assignment of TIF Note and Redevelopment Agreement — Emery Apartment Project

Amy Thorpe, Economic Development Program Administrator, introduced the item and explained that Enclave, the developer of the project, was refinancing its construction loan to permanent financing. As part of this transaction, an assignment of the TIF Note and Redevelopment Agreement was required.

Motion to Approve made by Kim Schlotfeldt and seconded by Amy Anderson.

For 9: Siham Amedy, Amy Anderson, Evan Balko, Derrick LaPoint, Emily Moore, Jason Ness, Kim Schlotfeldt, Rob Sobolik, Deb White

Against 0: None

Abstain/Recuse 0: None

Motion Passed

- C. Economic Development Report

Matt Leiseth, DMI/Economic Development, provided an overview of the Economic Development report and highlighted key items from the report included in packet materials.

8. Information/Update

- A. Spark Center for Entrepreneurship - Link to Spark Center
- B. Downtown Moorhead & The Loop District — Site Under Construction
- C. Building & Housing Updates - Sign up for e-Notifications
- D. 11th Street Underpass Project - Link to MnDOT Project Details & Updates

9. Adjourn

Meeting adjourned at 12:34 pm.

Memorandum

To: EDA Board Members
From: Amy Thorpe, Economic Development Program Administrator
Dan Mahli, City Manager
Date: September 8, 2026
Re: 2027 Preliminary Budget and Tax Levy Overview



At the August workshop, a proposed 2027 EDA budget report shared the maximum state-allowed tax levy to start the discussion. Key changes from last year's budget and approval dates below, including City Council review and deadlines (see bold text).

Key changes in the 2027 budget include:

- Downtown Redevelopment: New budget line(s) of \$105,000 for estimated land holding costs in The Loop District.
- Entrepreneurship: Increased \$10,000 for The Spark Center, supporting programming, partnerships, engagement, and funding strategies.
- West Central MN SBDC: Increased \$10,000 to expand offerings at The Spark Center.
- Lobbying: Increased \$10,600 for City of Moorhead legislative priorities.

Approval Timeline:

- 8/3 – EDA preliminary budget and levy overview distributed
- 9/8 – EDA approves maximum tax levy (not to exceed)
- **9/28 – City Council approves preliminary budget and tax levy (including EDA's maximum levy)**
- 10/5 – EDA budget discussion
- 11/2 or 12/7 – EDA approves final budget and tax levy
- **12/14 – City Council approves final budget and tax levy (including EDA's budget and levy)**

**ECONOMIC DEVELOPMENT DEPARTMENT
EDA TAX LEVY (239)
2027 BUDGET WORKSHEET - PRELIMINARY**

DRAFT

Account Number	Description	2025	2026	2026 Year-to-Date			2027
		Final Year End	Amended Budget	Balance 8/31/2026	Encumbered 8/31/2026	% Budget Used	Preliminary Budget
	Maximum Levy	\$ 746,140	\$ 789,857				\$ 822,286
	Levy Rate	\$ 0	\$ 0.0183				\$ 0.0183
	~Gross Market Value (Billions)	\$ 4	\$ 4.346				\$ 4.535
	Approved (or Preliminary) Tax Levy	\$ 746,140	\$ 789,857				

REVENUES: EDA TAX LEVY

239-465-00-31010	AD VALOREM TAXES	\$ 624,744	\$ 789,857	\$ 335,626	\$ -		\$ 822,286
239-465-00-31040	DISPARITY CREDIT	\$ 123,598	\$ -	\$ -	\$ -		\$ -
239-465-00-33402	MARKET VALUE HOMESTEAD CREDIT	\$ 21	\$ -	\$ -	\$ -		\$ -
239-465-00-36210	INTEREST EARNINGS	\$ 58,362	\$ 42,220	\$ 34,200	\$ -		\$ 52,054
239-465-00-39999	FROM RESERVES	\$ -	\$ 23,575	\$ -	\$ -		\$ -
	SUBTOTAL EDA TAX LEVY	\$ 806,725	\$ 855,652	\$ 369,826	\$ -		\$ 874,340

EXPENDITURES: EDA TAX LEVY

239-465-00-41010	FULL-TIME EMPLOYEES-REGULAR	\$ 122,090	\$ 133,587	\$ 86,134	\$ -	64.5%	\$ 141,597
239-465-00-41210	PERA CONTRIBUTIONS	\$ 9,157	\$ 10,019	\$ 6,460	\$ -	64.5%	\$ 10,620
239-465-00-41220	FICA CONTRIBUTIONS	\$ 8,137	\$ 10,296	\$ 5,782	\$ -	56.2%	\$ 10,901
239-465-00-41310	HEALTH INSURANCE	\$ 17,368	\$ 18,274	\$ 11,089	\$ -	60.7%	\$ 18,900
239-465-00-41330	LIFE INSURANCE	\$ 53	\$ 53	\$ 31	\$ -	58.2%	\$ 53
239-465-00-41350	MINNESOTA PAID LEAVE	\$ 26	\$ 528	\$ 337	\$ -	63.7%	\$ 560
239-465-00-41510	WORKER'S COMPENSATION	\$ 285	\$ 274	\$ 177	\$ -	64.4%	\$ 291
239-465-00-42020	DUPLICATING & COPYING	\$ -	\$ 500	\$ -	\$ -	0.0%	\$ 500
239-465-00-42080	OFFICE SUPPLIES	\$ 6	\$ 200	\$ 39	\$ -	19.7%	\$ 200
239-465-00-42190	OPERATING SUPPLIES	\$ 1,532	\$ 5,000	\$ 1,132	\$ -	22.6%	\$ 5,000
239-465-00-43090	ELECTRONIC DATA PROCESSING	\$ 5,272	\$ 2,937	\$ 3,494	\$ 735	144.0%	\$ 2,862
239-465-00-43100	PROFESSIONAL SERVICES	\$ 143,480	\$ 179,575	\$ 96,915	\$ 72,660	94.4%	\$ 156,000
239-465-00-43210	TELEPHONE SERVICES	\$ 213	\$ 250	\$ 127	\$ -	50.6%	\$ 250
239-465-00-43220	POSTAGE	\$ -	\$ 500	\$ -	\$ -	0.0%	\$ 500
239-465-00-43420	MARKETING	\$ 19,734	\$ -	\$ -	\$ -	0.0%	\$ -
239-465-00-43540	PRINTING	\$ 604	\$ 1,500	\$ 710	\$ -	47.3%	\$ 1,500
239-465-00-43610	GENERAL LIABILITY	\$ 598	\$ 640	\$ 446	\$ -	69.6%	\$ 636
239-465-00-44330	DUES AND SUBSCRIPTIONS	\$ 3,376	\$ 6,000	\$ 3,814	\$ -	63.6%	\$ 6,000
239-465-00-44370	TRAVEL, TRAINING, CONFERENCES	\$ 4,569	\$ 6,000	\$ 2,230	\$ -	37.2%	\$ 6,000
239-465-00-4XXXX	DOWNTOWN SPECIAL SERVICE DISTRICT	\$ -	\$ -	\$ -	\$ -	N/A	\$ 75,000
239-465-00-4XXXX	GENERAL LAND MAINTENANCE	\$ -	\$ -	\$ -	\$ -	N/A	\$ 30,000
239-465-00-44381	LOBBYING	\$ 131,743	\$ 135,000	\$ 111,000	\$ 20,000	97.0%	\$ 145,600
239-465-00-44384	GREATER MN PARTNERSHIP	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	100.0%	\$ 5,000
239-465-00-44385	WEST CENTRAL INITIATIVE FUND	\$ 15,500	\$ 15,500	\$ -	\$ -	0.0%	\$ 15,500
239-465-00-44387	GREATER F M ECON DEVELOP C	\$ 27,695	\$ 27,500	\$ 25,000	\$ -	90.9%	\$ 27,695
239-465-00-44388	MOORHEAD BUSINESS ASSOCIATION	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	100.0%	\$ 20,000
239-465-00-44389	WEST CENTRAL MN S B D C	\$ 5,000	\$ 5,000	\$ -	\$ -	0.0%	\$ 15,000
239-465-00-44396	ENTREPRENEURIAL SUPPORT	\$ 22,000	\$ 40,000	\$ 20,000	\$ 20,000	100.0%	\$ 50,000
239-465-00-44391	CREDIT CARD SERVICE CHARGES	\$ 5	\$ -	\$ -	\$ -	0.0%	\$ -
231-465-50-49999	TO FUND BALANCE	\$ 216,282	\$ 161,519	\$ -	\$ -	0.0%	\$ 58,175
		\$ 779,725	\$ 785,652	\$ 399,915	\$ 113,395	65.8%	\$ 804,340

Dept 465-10 - EXPERIENCE MARKETING/PLACEMAKING

239-465-10-43100	PROFESSIONAL SERVICES	\$ 27,000	\$ 25,000	\$ 20,000	\$ 5,000	100.0%	\$ 25,000
	Totals for dept 465-10 - EXPERIENCE MARKETING/PLACEMAKING	\$ 27,000	\$ 25,000	\$ 20,000	\$ 5,000	100.0%	\$ 25,000

Dept 465-30 - COMM, RESIDENTIAL & ECONOMIC MARKETING

239-465-30-42190	OPERATING SUPPLIES	\$ -	\$ 14,000	\$ 5,651	\$ -	40.4%	\$ 14,000
239-465-30-43100	PROFESSIONAL SERVICES	\$ -	\$ 7,000	\$ -	\$ -	0.0%	\$ 7,000
239-465-30-43220	POSTAGE	\$ -	\$ 5,000	\$ -	\$ -	0.0%	\$ 5,000
239-465-30-43430	ADVERTISING	\$ -	\$ 12,000	\$ 4,620	\$ -	38.5%	\$ 12,000
239-465-30-43540	PRINTING	\$ -	\$ 7,000	\$ -	\$ -	0.0%	\$ 7,000
	Totals for dept 465-30 - COMM, RESIDENTIAL & ECONOMIC MARKETING	\$ -	\$ 45,000	\$ 10,271	\$ -	22.8%	\$ 45,000

Fund 239 - E D A TAX LEVY FUND:

TOTAL REVENUES	\$ 806,725	\$ 855,652	\$ 369,826	\$ -		\$ 874,340
TOTAL EXPENDITURES	\$ 806,725	\$ 855,652	\$ 430,187	\$ 118,395		\$ 874,340
NET OF REVENUES & EXPENDITURES	\$ 0	\$ -	\$ (60,361)	\$ (118,395)		\$ (0)

Memorandum

To: EDA Board Members
From: Dan Mahli, City Manager
Amy Thorpe, Economic Development Program Administrator
Date: September 8, 2026
Re: Strategic Review of Moorhead's Border City Approach
and approval of 2026 Worker's Compensation Rebate Program



Strategic Review of Moorhead's Border City Approach

Moorhead is in a period of significant community investment and change. Major public and private investments are reshaping the downtown core. New housing, civic spaces, infrastructure and redevelopment are intended to strengthen Moorhead as a place to live, work, invest and do business. At the same time, the City is considering how its Border Cities tools can be updated and better leveraged to support business development.

This creates an opportunity to look beyond the mechanics of individual incentives and ask a more fundamental question: What does Moorhead need its business development tools to accomplish?

Border City programs exist because Moorhead operates in an unusually competitive environment: a single metropolitan economy divided by a state border. Businesses, workers, residents and customers move relatively freely across that border, while the tax, regulatory and operating environments on either side can be materially different.

Before changing individual credits, eligibility requirements or benefit levels, Moorhead has an opportunity to better understand:

- Which of those differences matter,
- To whom they matter, and
- How they intersect with the economic role Moorhead wants to play within the region.

The objective is to make sure Moorhead solves the right problems with the right tools. Together, we will begin this work to understand and unlock the key!

2026 Worker's Compensation Rebate Program

Border City Enterprise Zones provides funding and flexibility for Moorhead to create a "economic toolbox" to best support business retention, expansion, and attraction. The primary incentive currently offered through the program is the Workers' Compensation Tax Credit Program, which provides eligible businesses with a rebate on a portion of the workers' compensation premiums they have paid.

In addition to workers' compensation credits, the Enterprise Zone Fund also supports employee-based income tax credits for qualifying businesses in the following categories:

- Housing with health-related services (nursing, memory care, etc.)
- Restaurants (full-service and limited-service, available citywide)
- Primary-sector business attraction or expansion

Program Activity for the 2025 Program Year

- 81 businesses submitted applications
- 1,972 full-time equivalent employees were represented
- \$414,274 income tax credits were issued (up from \$350,778 in 2024)

These totals reflect strong and sustained engagement in the rebate program across Moorhead’s business community.

Enterprise Zone Fund Status – Program Year 2025

Beginning Balance:	\$1,746,911.32
2025 State Allocation:	\$529,808.44
<u>Workers Compensation Rebate Program:</u>	<u><\$414,274.00></u>
Ending Balance:	\$1,862,445.76

A general reserve contingency supports several Board-identified priorities, including:

- Covering committed employee-based credits, including the \$50,000 allocated to BeeHive Homes Memory Care Facility in 2026.
- Preparing for the development of a new commercial attraction program focused on bringing businesses — including restaurants — to The Loop District.
- Supporting additional engagement in Enterprise Zone programs as outreach efforts grow.

These planning considerations help illustrate potential future demands on the fund while preserving the Board’s ability to allocate resources as opportunities arise.

Marketing and Outreach

The Enterprise Zone Program continues to be promoted through several channels, including the City Insights article in the semi-annual mailing, program pages on the City website, business outreach, and public meetings.

Online Application System

The online application system, now entering its fifth year, remains a key tool for communicating program requirements. Staff continue to refine this system to best support the business community while meeting the requirements of state partners at the Department of Revenue (DOR) and Department of Employment and Economic Development (DEED).

Recommendation to City Council

As part of annual program administration, the EDA Board has been asked to provide a recommendation to the Moorhead City Council regarding the credit levels for Workers’ Compensation Tax Credit Program for the upcoming program year. It is recommended that the current credit levels are maintained for the 2026 program year, consistent with prior-year guidelines and ongoing participation trends.

Suggested Motion:

Motion to Recommend City Council approval of a 30% credit of the actual workers’ compensation expense with a \$40,000 program cap for the 2026 program year.

Economic Development Report

Matt Leiseth



Monthly Highlights

Downtown Moorhead Redevelopment

Our work with Jessica Thomasson and Convergent Strategy Partners continues as we develop a district-wide and block-by-block strategy for the downtown TIF district. The tools that have been developed will help guide decision-making by understanding the development goals of the district and how each block can contribute to long-term financial goals through a mix of housing, retail, commercial, and parking uses.

We continue to receive many inquiries regarding the downtown redevelopment plan. Residents, businesses, and prospective developers are encouraged to visit the More to Moorhead project website for updates and resources.

Essentia Health

Construction at the new Essentia Health clinic begins in September. A ceremonial groundbreaking will take place at noon on September 30th. More details will be released by Essentia as we move close to the date.

11th Street Underpass

The in-person Coffee & Construction Public Meeting was held on August 18th. All the construction partners provided updates on the progress of the underpass. The drive lanes on 11th Street have been poured, and Center Avenue concrete pouring on the drive lanes have begun. All lanes on Main Avenue and 1st Avenue North will remain open throughout construction. Center Avenue will stay closed as the remaining portion of the underpass is completed in 2026. A ceremonial ribbon cutting has been scheduled for October 7th with an anticipated reopening in the middle of October. Residents and businesses are encouraged to follow project [MnDOT updates online](#) and sign up for email notifications. For questions, the project hotline is **218.292.8779**.

Center Avenue Construction

Substantial completion of Center Avenue was completed on August 21st and the road between 8th and 10th streets were reopened. Work on streetlights and signage work will continue with no impact to the driving lanes.

Media Opportunities

I had the opportunity to participate in a few media opportunities recently to continue to communicate and promote what is happening in Moorhead. Mayor Carlson and I participated in the Chamber Link Podcast in August talking about all the exciting openings this year of The Loop, Romkey Park and Matson Field along with

what is coming next. I also had the opportunity to spend time with Steve Halstrom and Tyler Axness to talk about all things, Moorhead.

New Businesses and Expansions

I had the opportunity to meet with a few Moorhead entrepreneurs in different stages of development. One was looking to expand the business out of their home into a larger space for production. We were able to make a connection for the owner with a commercial real estate agent to search for a space that will fit. A second is looking to bring a new business into Moorhead. With the connection, they now have the resources they may need as they move this project forward. The third entrepreneur has a dream, along with a business plan to start their own retail operation. They have already been working with the SBDC, and this conversation was the next step as they moved toward deciding on location, sizing and timing for their business.

City Council Action – Approved or Pending

- October 13 – Public Hearing for Enterprise Zone Program

“Spark Center” Events

- September 9 – Spark Bites “LinkedIn – Turn Connections into Clients”
- September 14 – Bright Side Book Club “Big Magic – Creative Living Beyond Fear”

For more information, go to the Spark Center website at: <https://www.moorheadmn.gov/business-development/spark-center-for-entrepreneurship/>



MOORHEAD'S EDGE

SMART STRATEGIES FOR SMALL BUSINESS SUCCESS

What is Moorhead's Edge? It is a seven-part cohort designed to empower border city entrepreneurs with the tools and knowledge needed to thrive in their community. The program addresses the unique strengths and challenges of running a business in a border community while covering essential topics like financial management, marketing strategies, and long-term planning. Participants will learn how to leverage local networks, embrace digital tools, and adapt to evolving market conditions. This hands-on curriculum equips business owners with practical strategies to build resilience and sustainable growth. By the end of the cohort, attendees will be ready to make a lasting impact in their local economy.



**Cohort Lead Presenter:
Conrad Klinkhammer**

What is the format? Cohorts are 7 in-person group sessions that last approximately 2 hours each as well as 1 to 3 one-on-one client sessions for individual work on the business. Bring your own lunch for lunch and learn style sessions

When: Thursdays, September 24 - November 5
from Noon - 1:30 PM

Where: The Spark Center,
Moorhead Public Library
450 Center Ave., Moorhead, MN 56560



Scan QR code to
register for
Moorhead's Edge



By attending this event, you consent to photography and/or video recording for promotional purposes.

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