# City of Waseca, Minnesota

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## CERTIFICATION

**STATE OF MINNESOTA )**
**) SS**
**COUNTY OF WASECA )**

I, Mary Buenzow, Records Secretary of the City of Waseca, Minnesota, do hereby certify that the attached Resolution No. 04-46 is a true and correct copy, taken from the original thereof, passed and adopted by the Waseca City Council on April 20, 2004.

Mary Buenzow
**MARY BUENZOW, RECORDS SECRETARY**
**CITY OF WASECA, MINNESOTA**

**(SEAL)**

**RESOLUTION NO. 04-46**

**A RESOLUTION OF THE WASECA CITY COUNCIL APPROVING POLICY AND CRITERIA FOR CONSIDERATION AND GRANTING OF BENEFITS WITHIN JOBZ ENTERPRISE ZONE**

**WHEREAS**, the City of Waseca has received approval from the Minnesota Department of Employment and Economic Development for designation and participation in the State's JOBZ Enterprise Zone Program; and

**WHEREAS**, it is necessary to establish a policy and criteria for participation in this program.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Waseca, Minnesota does hereby approve the attached Policy and Criteria for consideration and granting of benefits within JOBZ Enterprise Zone.

Adopted this 20th day of April, 2004.

Fran Zwach

FRAN ZWACH
ACTING MAYOR

ATTEST:

Mary Buenzow

MARY BUENZOW
RECORDS SECRETARY

**City of Waseca**
**Policy and Criteria For Consideration**
**And Granting of Benefits**
**Within JOBZ Enterprise Zone**

The City of Waseca has received approval from the Minnesota Department of Employment and Economic Development for designation and participation in the State's JOBZ Enterprise Zone Program. A map depicting property for inclusion in this program is attached.

Any business seeking to participate in this program shall submit all of the following information:

1.) Information requested on the attached "Outline for Proposal To Waseca, MN"
2.) Enter into a Business Subsidy Agreement with the Sub-zone Administrator
3.) Fill out JOBZ Survey and submit to Sub-zone Administrator to forward to the State
4.) If business is relocating form another Minnesota Community, enter into a Relocation Agreement with the State
5.) Submit proper forms to the Department of Revenue to claim appropriate tax exemptions
6.) Provide information to Sub-zone Administrator for completion of the Minnesota Business Assistance Form (annual business subsidy report).

Following submission of this information the City shall calculate the estimated annual benefit to be derived by the business seeking assistance. The estimate of benefits shall include real estate tax savings, sales tax savings and state income tax savings. If the JOBZ benefits are to be provided the City shall conduct a public hearing and may authorize execution of a binding development agreement with the business. The minimum requirement for consideration of inclusion in the JOBZ program is the creation of 1new full-time employment position at a base wage of at least $9.73/hour, and capital investment of at least $500,000. If approved for participation, the business may receive benefits for the duration of the program (through December 31, 2015).

While this stated policy and criteria set the minimum standards for participation, the City Council will evaluate each request based upon the unique factors that result in overall economic benefits to the community. **Meeting the minimum requirements <u>does not guarantee</u> approval for participation!**

Other impacts that the City Council may consider in trying to determine/evaluate overall economic benefit of a specific project to the community include:

- Estimate of total job creation/job retention
- Estimate of total capital investment
- Estimated market value increase
- Potential economic multiplier (e.g. impact/opportunity to increase sales of other businesses within the community)
- Ratio of jobs created/retained:estimated subsidy provided
- Ratio of subsidy provided:private investment leverage

Whenever participation in the JOBZ program is granted the City Council shall document the ability of the business to meet the minimum criteria and articulate other anticipated overall economic benefits to the community. The City may require that the qualified business agree to and commit to pay administrative costs for initial review and participation in the program as well as annual fees for monitoring and reporting as required by statute. The amount of these fees will be determined based upon the complexity of the project and corresponding requirements for administrative services.

# OUTLINE FOR PROPOSAL TO WASECA, MN

- Company description including product or service, history, legal structure, ownership and subsidiaries

- Management (brief resumes), include all owners and key employees

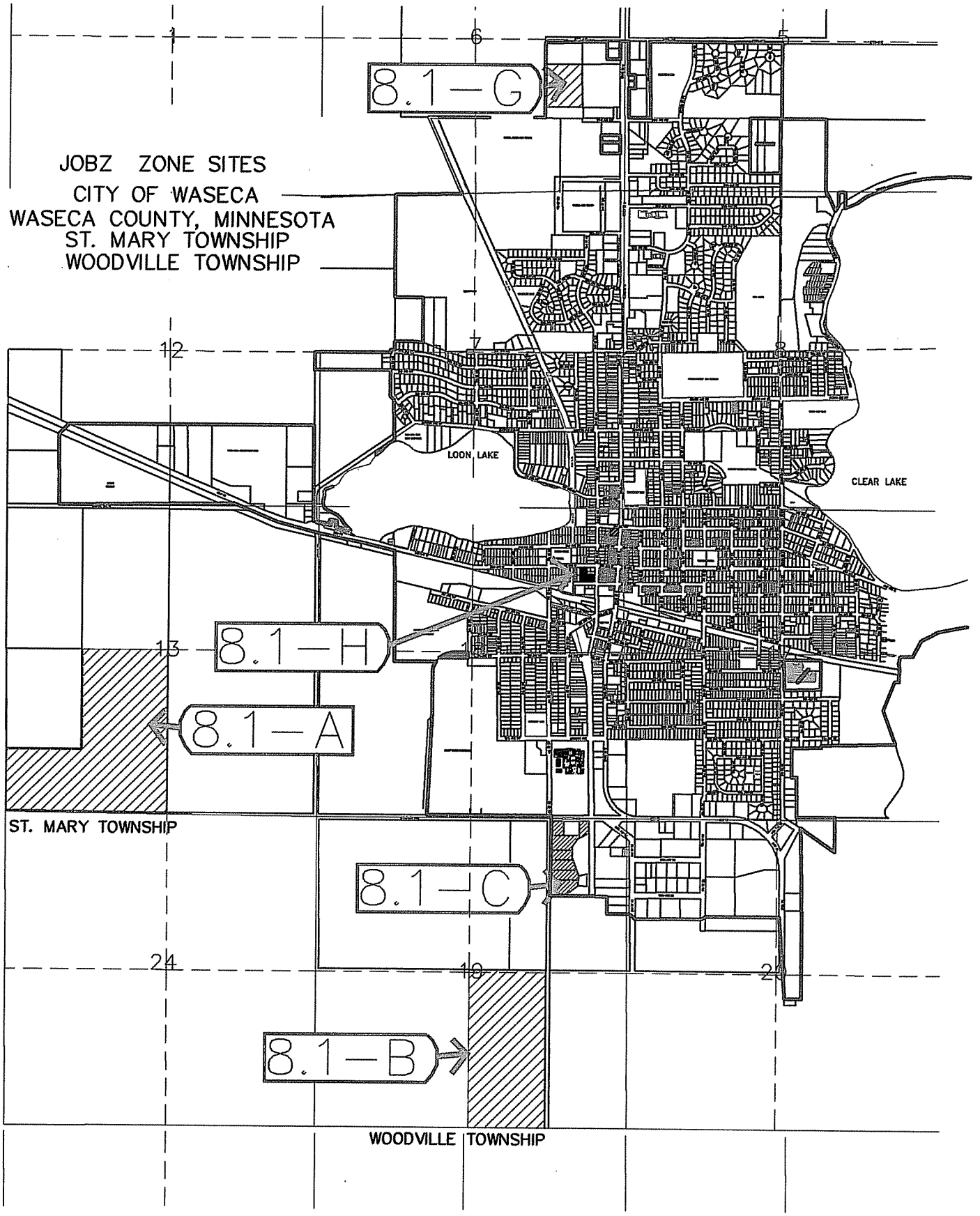
- Marketing strategy including description of the industry, major customers and suppliers, competition, prospective customers, marketing activities and sales activities

- Financial data including banking contact, accountant, attorney, personal financial statements of owners, historical financial statements of business (three years balance sheet and profit and loss statements), interim financial statements and 24 month cash flow projection

- Description of project including project costs (land, site preparation, building construction, soft costs); the project costs should be based upon written bids or estimates from architects/contractors

- Anticipated sources of financing to complete the project including equity contribution, bank loans (please include bank commitment letter) and any other sources of financing including public funds requested

- Project impacts, please provide information regarding estimated number of jobs to be created/retained, a timeframe for creation of the new jobs, base wage rates, estimated annual payroll, and anticipated increase in local tax base as a result of development.


JOBZ ZONE SITES
CITY OF WASECA
WASECA COUNTY, MINNESOTA
ST. MARY TOWNSHIP
WOODVILLE TOWNSHIP
8.1—G
8.1—H
8.1—A
8.1—C
8.1—B
LOON LAKE
CLEAR LAKE
ST. MARY TOWNSHIP
WOODVILLE TOWNSHIP
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