



**Community Planning &  
Economic Development**

105 5th Avenue South - Room 200  
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February 4, 2014

Sent via email and USPS

Michael Henson, Chief Executive Officer/President  
The Minnesota Orchestral Association  
1111 Nicollet Mall  
Minneapolis, MN 55403

**SUBJECT: Deadline for Updated Orchestra Hall Annual Report**

Dear Mr. Henson:

Thank you for your letter of January 22 proposing that you will submit your updated annual report by March 3, 2014. We have discussed your proposal internally and also have verified with the staff at DEED that they are willing to grant a commensurate extension to the date by which the City has to report to them the results of our review of your annual report.

With DEED support of an extension to the City deadline now approved, we can confirm that you may have until March 3, 2014, to submit an updated annual report. This report should have the same types of information as is required by the Lease/Use Agreement, but showing the actual program and budgets that will apply now that the musicians' union contract has been ratified and those terms are known. CPED will then have until April 17 to complete its review report and submit it to the State of Minnesota (with the understanding that additional time would be needed if I were not able to approve the report and needed to bring my findings to the City Council).

CPED staff looks forward to reviewing this updated report, and we certainly are pleased that a new musical season has been announced.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Hanson Willis", written in a cursive style.

Jeremy Hanson Willis, Director  
Community Planning and Economic Development

cc: John Herman, Faegre Baker Daniels  
Susan Segal, City Attorney  
Kevin Carpenter, Finance Officer  
Ann Calvert, CPED  
Shelley Roe, City Attorney's Office  
Gerald Wenner, Minnesota DEED

