

**KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)  
BROADBAND AND ADVANCED TECHNOLOGY COMMITTEE MEETING**

**MINUTES**

**August 3, 2015**

**EDC Board Room, Willmar**

- Present: Mark Boeschen, Travis Bonnema, Dean Bouta, Bruce DeBlieck, Linda Kacher, Larry Kleindl, Les Nelson and Donn Winckler
- Excused: Kathy Dillon, Wes Hompe, Jean Marthaler, Justin Mattern and David Sisser
- Absent: Gary Geiger, Leslie Kelly, Mike Malone and Jonathan Marchand
- Guests: Art Benson and Paul Smith
- EDC Staff: Jean Spaulding, Assistant Director; Connie Schmoll, Business Development Specialist
- Secretarial: Diane Beck, Legal & Administrative Assistants, Inc. (LAA)

Jean Spaulding called the meeting to order at approximately 12:02 p.m. followed by self introductions. Two prospective members were introduced: Art Benson and Paul Smith of Midwest Aerial Technologies.

**MINUTES** – The minutes of July 6, 2015 meeting will be approved at the August 31, 2015 meeting.

**NEW BUSINESS**

**Committee chairperson.** Spaulding moved the Committee chairperson agenda topic to first on the agenda and opened the floor up for nominations for chairperson of the Broadband and Advanced Technology Committee.

IT WAS MOVED BY Larry Kleindl, SECONDED BY Linda Kacher, to nominate Dean Bouta as chairperson of the Broadband and Advanced Technology Committee. MOTION CARRIED.

**UNFINISHED BUSINESS**

**Farmfest Rural Broadband Day.** Farmfest Rural Broadband day is Tuesday, August 4, 2015. Attendees from EDC are Travis Bonnema, Jean Marthaler, Donna Boonstra, Donn Winckler, Connie Schmoll and Jean Spaulding. The Governor's task force will be in attendance as well as the Lt. Governor. Spaulding shared a draft Broadband Infrastructure in Rural Minnesota document, which will be finalized and distributed at Farmfest on Tuesday (see attached). The committee discussed wireless hot spots being used by Jennie-O and large farming businesses. The hot spots work well in lieu of slow DSL service; however, there are data limitations. The best technology for rural areas is fiber to deliver the upload and download. Discussion was held on how much fiber is available. Bouta commented providers do not want to invest dollars for high speed access due to the lower

population in rural areas; however, there is a need to work with the providers as there may be options available. Paul Smith commented this issue is identical to rural electrification. One key point in the white paper should be to convey to the Governor's task force the importance and success of the grants and communicate that rural broadband is extremely important to the large business farming operations in Kandiyohi County. Linda Kacher feels an impact statement of not having broadband speed capability in rural areas would be beneficial; also to develop distinct talking points. Spaulding will finalize the Broadband Infrastructure in Rural Minnesota white paper to REDstar today for printing.

**Blandin WiFi community grant project.** The Grant for WiFi hot spots in the Willmar Civic Center, two wireless routers for Central Community Transit, one router for the Growmobile and two routers each for New London-Spicer and Willmar school buses was approved for \$17,680 by Blandin on July 30, 2015. Spaulding will schedule a meeting with the partners to discuss the criteria and inform them of the process to receive the funds. Schmoll offered to handle the reporting requirements. Matching funds will be provided by Vision 2040, Curling Club, New London-Spicer and Willmar schools, Growmobile and EDC.

**Hack20.** The Hack20 event will be held on September 18-20, 2015 at WORKUP at the MinnWest Technology Campus. The purpose of the event is to bring programmers to the community to work on potential projects and create applications that benefit the community, drive technology and promote the community as a technology place. Bouta asked that Schmoll report on the outcome of the Hack20 event to the Broadband and Advanced Technology Committee at a future meeting. The planning group will meet today, August 3, 2015 to discuss registration and ensure there is a good mix of attendees. Kleindl will submit a project to Schmoll.

**Federated Telephone Cooperative update.** Bouta shared a conference call with Federated Telephone Cooperative (FTC) is scheduled for 10:00 a.m., Thursday, August 6, 2015 at the EDC office. The purpose of the conference call is to try and get a feel on how to move forward in Kandiyohi County due to the lack of grants. Kleindl mentioned Kandiyohi County submitted a letter of support to FTC for Swift County's application. Spaulding invited Broadband and Advanced Technology committee members to attend the conference call.

## **NEW BUSINESS**

**September meeting (September 7 is Labor Day).** Due to the Labor Day holiday, it was decided the next meeting will be held at noon, Monday, August 31, 2015 at the EDC.

**NEXT MEETING**—The next meeting is **12 noon, Monday, August 31, 2015**, in the EDC board room, Willmar.

**ADJOURNMENT**—There being no further business, the meeting was adjourned at approximately 1:00 p.m.

## Broadband Infrastructure in Rural Minnesota

Broadband infrastructure is being debated across MN and we need to do a better job of identifying the issues and the needs of rural agriculture. One thing that the broadband debate is NOT about is whether Netflix or other recreational programs can be downloaded using a personal hotspot. This statement has been made in meetings in our County when discussing internet and we need the telco industry and the policy makers to know the facts about rural agriculture.

### **Who Needs High Speed Internet –**

In Kandiyohi County the agriculture sector is the second largest industry making up our local economy, just behind Government Services. The broadband needs of this sector are largely overlooked by both society and the internet providers because they may not be aware of what “farming” looks like today. A production farming operation is equivalent to a \$\_\_\_\_ manufacturing company that may be located in any thriving City’s industrial park. They really are “large business” operations that, for the most part, fly under the radar of people’s understanding.

### **What is Needed –**

Today’s agriculture equipment utilizes the most sophisticated technology in the world. In order to feed the world, farmers need to maximize their yield while controlling pesticides and fertilizer that can harm the environment. Utilizing custom application software in tractors that can pinpoint to an exact location from GPS tracking is normal protocol. This technology is fed from uploaded information from the tractor itself or from drone technology.

### **Why is it Upload Speed Important –**

Poultry production is one segment of the agriculture industry that is facing immediate and dramatic changes in farming protocols due to the Avian Flu outbreak. How farms have operated in the past will be drastically different in the future. It is expected that transferring information “in real time” will require each poultry operation to be able to upload tests and data on an hourly basis.

### **Today’s infrastructure DOES not support these activities and critical needs!**

Between GPS and drone services used by farmers, the aggregate industry, and the construction industries, the need for reliable access to broadband services becomes greater and greater every day. And the benefits and uses are widespread in rural MN. With reliable broadband services, the agriculture industry can utilize drones which finely tune the needs for pesticides and fertilizers, therefore reducing the quantity of chemicals released in the environment. It also improves yields which will further positively impact the local economies. Mining industries and aggregate industries are able to monitor their piles with GPS and Drones, but need better access to broadband to utilize these technologies. As technologies advance the need for access to internet grows, and without it, our rural areas are increasingly hindered and fall behind.

July 30, 2015

Steve Renquist  
Kandiyohi County & City of Willmar EDC  
PO Box 1783  
Willmar, MN 56201

Re: Award of Grant G-2015-05319

Dear Steve:

I am pleased to inform you that a grant of \$17,680 has been approved by the Blandin Foundation to Kandiyohi County & City of Willmar EDC to increase wi-fi access in Kandiyohi County by installing access points on busses, a mobile daycare center and at the community center as part of the Broadband Program in rural Minnesota.


Please review this Grant Agreement for the specific terms and/or conditions of this grant. If you agree, please follow the instructions provided to electronically sign your Grant Agreement and submit to the Blandin Foundation. A copy will automatically be sent to you after signing. Please retain a copy of the Grant Agreement for your files. If you have questions about any part of this agreement, feel free to contact me or anyone else on our grants team at 218-326-0523.

The release of grant funds, in accordance with the schedule stated in the agreement, is contingent on the timely return of this signed Grant Agreement and the completed Grant Budget Worksheet. Both of these documents should be returned to the Blandin Foundation within 30 days of the date specified on the Grant Agreement.

You will notice that the date of February 1, 2016, is inserted in the Grant Agreement for you to submit a report about the outcomes of this grant. Please let me know if this date is reasonable given other commitments you may have at that time. In addition to our interest in your work, reporting is increasingly important for the Foundation's annual audit and we appreciate your help with this portion of fulfilling the conditions of the grant.

On behalf of the Board of Trustees of the Blandin Foundation, I would like to congratulate you on receiving this award. We are pleased to be a part of this effort and look forward to hearing from you as progress is made towards achieving your goals.

Sincerely,

  
Linda Gibeau (Jul 30, 2015)

Linda Gibeau  
Program Officer

c: File

**Blandin Foundation  
Grant Agreement**

This Agreement, made and executed this 30th day of July 2015, by and between the Blandin Foundation (hereinafter referred to as "Foundation") and Kandiyohi County & City of Willmar EDC (hereinafter referred to as "Grantee").

The Foundation agrees to make the following grant, and Grantee agrees to accept such grant, in accordance with the terms and provisions hereinafter set forth.

- I. **PURPOSE AND TERMS OF THE GRANT.** The grant shall be used solely for the purposes described in the grant application submitted by Grantee and reviewed and approved by the Blandin Foundation. Grantee shall perform its obligations under this Agreement and expend grant funds in accordance with the Grant Budget Worksheet. **Both of these documents must be completed and returned to the Blandin Foundation before grant funds are disbursed.**
- II. **GRANT AMOUNT AND PERIOD.** The maximum amount the Foundation will disburse under this Agreement is \$17,680. Grantee shall perform this grant for the period July 21, 2015 - December 31, 2015. Disbursements under the grant are subject to compliance with the conditions of this Agreement.
- III. **USE OF GRANT FUNDS.** The grant (and all income earned upon investment of the grant, hereinafter together referred to as the "grant funds") shall be used exclusively for the purposes specified herein and approved by the Foundation. The following conditions apply:
  - (A) Grantee has ratified and affirmed that it is an organization that is both exempt from tax under Section 501(c)(3) of the Internal Revenue Code of 1986 (IRC) or a unit of government and classified as a *nonprivate* foundation under IRC Sections 509(a)(1), (2) or (3).
  - (B) Grantee will utilize the grant funds only for charitable and/or educational activities consistent with its tax-exempt or government status described above.
  - (C) Grantee agrees that it will not intervene in any campaign for elective public office, or support or oppose any political party, by expenditure of any resource (including volunteered labor) or in any other way. Grantee also agrees that it will not undertake propaganda or attempt to influence legislation outside the limits of IRC Section 501(c)(3) or more specifically, if applicable, IRC Sections 501(h) and 4911.
  - (D) The grant has not been earmarked to support or carry on any lobbying. If the grant is restricted to a specific project, grantee has submitted a budget for the entire project's operation and affirms that the project's budget accurately reflects Grantee's intentions to expend at least the amount of this grant on the non-lobbying portion of the project.
  - (E) Grantee will inform the Foundation immediately of any change in, or IRS proposal to revoke (whether or not appealed), its tax-exempt status or its nonprivate foundation classification.
  - (F) This grant is not earmarked for transmittal to any other entity or person, even if Grantee's proposal or other correspondence expresses intentions to remit

expenditures to third parties. Grantee accepts and will discharge full control of the grant and its disposition and responsibility for complying with this Agreement's terms and conditions.

- IV. DISBURSEMENT OF GRANT FUNDS.** The Foundation shall disburse grant funds as follows, provided that the Foundation reserves the right to delay or withhold a scheduled disbursement if progress or reporting on the project is not satisfactory or the project requires less funding than originally budgeted, as determined in accordance with the interim interim report(s) and final report submitted by Grantee in accordance with Term V. Satisfactory progress will be determined at the sole discretion of the Foundation, and will be assessed as progress toward stated goals within the project timeline and receipt of timely progress and financial reports. Unsatisfactory progress will be communicated to the Grantee and a plan for addressing any deficiencies in progress will be negotiated between the Foundation and the Grantee.

**Upon receipt of the signed grant agreement and a completed grant budget worksheet, this grant will be scheduled to be paid out on or about:**

**September 10, 2015                      \$17,680**

Grant funds will be transferred electronically. Grantee agrees to complete a Request for Wire Transfer of Funds form provided by the Foundation with the transmittal of this Agreement.

Grantee will be requested to return any unexpended grant funds to the Foundation at the close of the grant period, unless other arrangements have been made with the Foundation.

- V. REPORTING REQUIREMENTS - MAINTENANCE OF RECORDS.** The Foundation will evaluate the success of the Grantee's activities on the basis of the goals that were outlined in the grant application and on a number of specific indicators the Foundation is tracking on its grants. We understand the general goals of the grant to be:

- Improve wi-fi access at the Willmar Community Center for residents and community visitors, especially during large events;
- Provide access on two school buses each for Willmar and New London Spicer Schools, especially on the longest bus rides;
- Provide wi-fi on two buses for Central Minnesota Transit as they travel from town to town within the region; and
- Provide wi-fi on the United Way Grow Mobile as it provides early childhood education in and around Kandiyohi County.

**In addition, the Blandin Foundation has instituted an impact assessment system under which all grantees are asked to report on a set of specific impact indicators. Please review the attached report narrative guidelines to familiarize yourself with the type of information that you should be documenting during the course of implementing the grant. For this assessment system to be effective, it is very important that grantees organize their monitoring reports using the same format as the monitoring report guidelines.**

Grantee shall provide to the Foundation reports relating to this grant pursuant to guidelines and formats in effect at the time the report is due (these reporting requirements and formats may be changed from time to time by the Foundation at its discretion). To assist you in your

evaluation work and reports to the Foundation on the progress that is being made on the grant's goals and overall to the end of accomplishing the grant's purposes, please refer to the enclosed instructions for completion of the Narrative and Grant Revenue and Expense Worksheet. The schedule upon which reports will be due is as follows:

**Final Report:            February 1, 2016**

**Documentation.** The Grantee agrees to maintain records consistent with generally accepted accounting principles to account for the funds received under this grant and to identify how they have been expended. Grantee agrees to maintain documentation of expenditures and activities at its own expense and at its own offices for a period of no less than six years after the expiration of the grant period. Grantee agrees to make records of such documentation available to the Foundation at reasonable times upon the Foundation's request.

**Audit.** If the Grantee has an independent opinion provided on its financial statements (i.e., an "audit") for any period in which it has received grant funds or made disbursements therefrom, Grantee agrees to provide a copy of those audited financial statements within two weeks of the acceptance of the audit by the Grantee's Board of Directors.

- VI. PUBLICITY.** To help the public gain awareness, both of this project and the Blandin Foundation's work, we request that you recognize the Foundation's contribution, where appropriate, on signage, brochures, web site or publicity you generate about your project. Please contact the Blandin Foundation's communications staff at 218-326-0523 for questions about developing public awareness of your grant or to obtain logos as you may need them.

In addition, the Blandin Foundation regularly communicates with its many stakeholders and audiences about its grant activities. As part of this effort, Foundation staff may wish to obtain additional information about and/or photograph/videotape various aspects of your project for use in Foundation communications tools. These may include the Foundation Web site, public reports including the annual report, news releases, brochures or other printed materials and board tours. Foundation staff would contact and coordinate with the key contact listed on the grant application to make arrangements.

- VII. WITHHOLDING OF FUNDS - TERMINATION.** This Agreement may be terminated at any time by either party in writing. Any use by the Grantee of the grant proceeds for any purpose other than as specified herein will terminate the Foundation's obligation to make further payments under this Agreement. In addition, the Foundation may, at its sole option, terminate this Agreement at any time if:
- I. Grantee receives notice of any proposed revocation of Grantee's tax-exempt status or reclassification to other than *nonprivate* foundation status by the Internal Revenue Service or if Grantee loses status as an organization in good standing with any State authority.
  - II. In the Foundation's judgment, Grantee becomes unable to carry out the purposes of the grant, ceases to be an appropriate means of accomplishing the purposes of the grant, or fails to comply with conditions in this Agreement.
  - III. The Foundation reserves the right as to any moneys not yet paid under this Agreement, to withhold payment if the Grantee fails to submit to it any report or reports required hereunder. Said withheld payment or payments may be later released, but only at the discretion of the Foundation. Upon final termination of this



Agreement, the Grantee shall promptly, upon the request of the Foundation, repay to the Foundation all expected grant funds, and the Grantee shall not be entitled to any further funds under this grant.

- VIII. NON-WAIVER BY CONDUCT.** The failure of either party to complain of any default by the other party or to enforce any of such party's rights, no matter how long such failure may continue, will not constitute a waiver of the party's rights under this Agreement. The waiver by either party of any breach of any provision of this Agreement shall not be construed as a waiver of any subsequent breach of the same or any other provision. No part of this Agreement may be waived except by the further written agreement of the parties.
- IX. GOVERNING LAW AND VENUE; AMENDMENTS; ENTIRE AGREEMENT.** This Agreement and any executed amendments hereto shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this Agreement, or breach thereof, shall be in a court of competent jurisdiction in Itasca County. This Agreement and Grantee's performance hereunder may only be amended in writing and are only effective if signed by both parties. This Agreement, with any executed amendments, constitutes the entire agreement between the parties with regard to the matters set forth herein.
- X. COPYRIGHTS, PATENTS.** If it is anticipated that intellectual property issues will result from this grant, specific understandings should be negotiated as part of this grant agreement. Unless otherwise agreed, intellectual property rights resulting from the grant may be copyrighted by grantee subject to the right of first refusal to copyright such materials by the Blandin Foundation.
- XI. PROPERTY RIGHTS.** In regard to personal and real property acquired with grant proceeds, it is expected that in the event of a grantee ceasing to use such property for the purposes outlined in the grant agreement, that such property or the proceeds from sale or lease of said property be directed to a consistent charitable purpose in the same geographic area.

KANDIYOHI COUNTY & CITY OF WILLMAR EDC

BLANDIN FOUNDATION

*Steven C. Renquist*  
Steven C. Renquist (Aug 16, 2015)

*Linda Gibeau*  
Linda Gibeau (Jul 30, 2015)

Signature of Officer

Linda Gibeau, Program Officer

Executive Director

Title



**BLANDIN FOUNDATION  
Grant Report Guidelines**

*Please provide brief answers to the questions below, keeping your report to no more than 4 pages. If you would like further clarification please feel free to contact Linda Gibeau or Sonja Merrild of the Foundation staff at (877) 882-2257.*

**1. Grant Goals and Outcomes**

Please restate the goals outlined in your grant agreement.  
 Please tell us what happened as a result of this grant?  
 How did your organization include the voices and perspectives of the population it seeks to serve (advisory boards, board membership, staff role, or other methods)?

**2. Lessons Learned:**

- a. What lessons learned have you drawn from this effort?
- b. Have you made significant revisions to your goals as a consequence?
- c. If you were to do things over, what would you do differently?
- d. Is there anything else you would like the Foundation to be aware of?

**3. Vibrant Community Outcomes**

How has your work addressed the Foundation’s strategic priorities and outcomes as originally envisioned in your proposal? (please see attached grid) If outcomes in the grid fit your proposal well, please feel free to use them. If there are other outcome statements that fit your work more closely, please provide an update on those.

<b>STRATEGIES That will lead to our vision</b>	<b>OUTCOMES That define success</b>
<p><u>Expand Opportunity:</u>                      Identify and develop activities that actively blend educational attainment, economic vitality, and greater inclusion.</p>	<ul style="list-style-type: none"> <li>• Greater educational and economic opportunities for people of all backgrounds.</li> <li>• Community members collaborate to develop systems approaches to workforce development and educational attainment.</li> <li>• Reduced systemic barriers that prevent people from reaching their full potential.</li> <li>• Accelerated innovation driven by interaction of more diverse perspectives.</li> <li>• Increased self-determination.</li> <li>• Communities are safe and welcoming for all.</li> <li>• Blandin Foundation utilizes its networks to connect resources and share learning.</li> </ul>

**4. What resources were leveraged from sources other than the Blandin Foundation?**

Monetary Contributions:	
In-kind:	
Volunteer Hours	
Space	
Equipment and material	
Other (Describe and value)	

In order to expedite the processing of grant funds and to conform with the internal auditing controls of your organization, would you please designate the person responsible for processing grant funds. All grant payments will be forwarded to his/her attention:

Name: Steven C. Renquist

Title: Executive Director

Mailing Address: 222 20th Street S.E., PO Box 1783  
Willmar, MN 56201

Telephone: ( ) (320) 235 - 7370

E-mail address steve@kandiyohi.com