



Kandiyohi County & City of Willmar  
ECONOMIC DEVELOPMENT COMMISSION

**JOINT OPERATIONS BOARD MEETING**

**AGENDA**

**11:00 a.m., March 12, 2020**

**EDC Board Room, Willmar, MN**

11:00 **CALL TO ORDER** (7 members/4 = quorum) . . . . . President Kelly TerWisscha

11:01 **ADDITIONS OR DELETIONS TO AGENDA OR CONSENT AGENDA** . . . . . President TerWisscha

11:03 **CONSENT AGENDA**

- Approve:
1. Minutes of February 13, 2020 meeting
  2. Financial reports as of February 29, 2020
  3. Addition of Tim Furr, Chief Information Officer of Ridgewater College, to the Broadband and Advanced Technology Committee
  4. Payment of bills over \$1,000:
    - a. REDstar Creative for \$2,397.18 from the Marketing and Public Relations Committee's budget
    - b. WORKUP Invoice No. 00231 for \$1,350 as budgeted for 4<sup>th</sup> quarter 2019 membership
    - c. WORKUP Invoice No. 00254 for \$1,800 as budgeted for 1<sup>st</sup> half 2020 membership
    - d. \$34,000 to Willmar Lakes Area Convention & Visitors Bureau as budgeted for annual Tourism Partnership Agreement

- Accept: Committee/Subcommittee Minutes
1. Agriculture and Renewable Energy Development 2/20/2020
    - a. Ag Industrial Hemp 2/10/2020
  2. Broadband and Advanced Technology 2/3/2020
  3. Business Retention and Expansion/Recruitment 2/7/2020
  4. Marketing and Public Relations 1/27/2020
  5. Leisure Travel 2/3/2020

11:05 **ITEMS REMOVED FROM CONSENT AGENDA** . . . . . President TerWisscha

11:10 UNFINISHED BUSINESS

1. Strategic Planning Session . . . . . Aaron Backman
  - a. RSVP and survey due today
  - b. Planning Session March 26, 2020 9:00 a.m. to 3:00 p.m. at  
Kandiyohi Power Cooperative Community Room, Spicer

11:20 NEW BUSINESS

1. Census Education for Diverse Communities. . . . . Aaron Backman
  - a. Approve EDC as Fiscal Agent and Contract
  - b. Approve Payment of \$5,000
2. New Laptop and Docking Station for Executive Director  
and new MS Office 2019 Software for all office computers . . . . . Aaron Backman

11:45 PROGRESS REPORTS

1. Willmar/Willmar Industrial Park . . . . . Dave Ramstad/Aaron Backman
2. Strategic Priority Areas. . . . . Aaron Backman
  - a. Agricultural Innovation
  - b. Broadband
  - c. Business Support
  - d. Workforce Development
3. Childcare . . . . . Aaron Backman
4. Opportunity Zone Marketing. . . . . Aaron Backman
5. Business Visits and Meetings. . . . . Aaron Backman

12:50 COMMITTEE REPORTS

[REMINDER: UNLESS A BOARD MEMBER HAS A QUESTION OR NEEDS ACTION ON A COMMITTEE RECOMMENDATION, ONLY COMMITTEES WITH NEW INFORMATION SINCE THE MINUTES INCLUDED IN THE BOARD PACKETS SHOULD REPORT]

1. Agriculture and Renewable Energy Development . . . . . Rollie Boll
  - a. Industrial Hemp Exploratory Subcommittee
2. Broadband and Advanced Technology . . . . . Donna Boonstra
3. Business Retention and Expansion/Recruitment. . . . . Les Heitke/Kelly TerWischa/  
Aaron Backman
4. Finance. . . . . Kerry Johnson/Aaron Backman
5. Marketing and Public Relations. . . . . Donna Boonstra/Jesse Gislason/Aaron Backman

6. Leisure Travel ..... Art Benson/Aaron Backman

1:00 **ADJOURNMENT** ..... President TerWisscha

**NEXT MEETINGS—9:00 a.m., Thursday, March 26, 2020**, EDC boards’ strategic planning session at Kandiyohi Power Cooperative Community Room, Spicer; board meeting **11:00 a.m., Thursday, April 9, 2020** at the EDC office, Willmar