

KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
JOINT POWERS BOARD OF COMMISSIONERS MEETING
MINUTES
October 24, 2019
EDC Office, Willmar, MN

Present: Julie Asmus, Roger Imdieke, Harlan Madsen, Roland (Rollie) Nissen and Kathy Schwantes

Excused: Fernando Alvarado

Staff: Aaron Backman, Executive Director and Connie Schmoll, Business Development Manager

Media: Shelby Lindrud, West Central Tribune

Secretarial: Diane Beck, Legal & Administrative Assistants, Inc. (LAA)

Chairperson Kathy Schwantes called the meeting to order at approximately 11:34 a.m. and declared a quorum was present.

AGENDA

IT WAS MOVED BY Roger Imdieke, SECONDED BY Rollie Nissen, to approve the Agenda.
All present voted unanimously in favor by roll call.

MINUTES

IT WAS MOVED BY Rollie Nissen, SECONDED BY Julie Asmus, to approve the Minutes of July 25, 2019 and the Minutes of the September 16, 2019 special meeting of the Kandiyohi County and City of Willmar Economic Development Commission Joint Powers Board of Commissioners as e-mailed. All present voted unanimously in favor by roll call.

TREASURER'S REPORT—Aaron Backman presented the financial reports for periods ending July 31, August 31 and September 30, 2019 and highlighted areas from the September financials. Backman noted the EDC is a pass-through organization for the CEO loan program. The CEO expenses of \$36,302.18 (January-September 2019) compared to the YTD Budget of \$23,850.02 was due to the CEO board writing off unpaid loans. Backman stated KCEO loans are a maximum of \$599 or less. Overall, the EDC's total expenses in 2019 are under budget by approximately \$55,000.

IT WAS MOVED BY Harlan Madsen, SECONDED BY Roger Imdieke, to accept the
Kandiyohi County and City of Willmar Economic Development Commission

financial reports for periods ending July 31, August 31 and September 30, 2019, subject to audit. All present voted unanimously in favor by roll call.

UNFINISHED BUSINESS—There was no unfinished business.

NEW BUSINESS

RATIFY ACTIONS OF JOINT OPERATIONS BOARD

State Grant Application by City of Willmar (Epitopix). Backman reported the EDC's Joint Operations Board (OB) passed a motion at its August 8th meeting recommending this board support a state Innovation Business Development Public Infrastructure (IBDPI) grant application by the City of Willmar to extend sewer and water to Epitopix, if the contiguous property is annexed into the City of Willmar. Schmoll provided background information on the project. The EDC assisted in preparation and submittal of the IBDPI grant application and letters of support were received from Epitopix and Vaxxinova. Following submittal of the grant application, DEED contacted the EDC and suggested submitting a new grant application for increased funds. The EDC submitted a new application and received notice this week that the grant was approved for \$1.3 million.

IT WAS MOVED BY Rollie Nissen, SECONDED BY Julie Asmus, to support the Innovation Business Development Public Infrastructure grant application by the City of Willmar for Epitopix. All present voted unanimously in favor by roll call.

Chair Schwantes commented this is very exciting news and a needed project and congratulated and thanked the EDC staff for their participation.

Bronze Supporter Sponsorship for Ridgewater College's Commercial Driver's License (CDL) Simulators fundraising campaign. Backman reported there is a shortage of commercial drivers in the state and nationwide, which impacts economic development. Ridgewater College is holding a fundraising campaign for its CDL program to purchase two CDL simulators at a cost of \$90,000 each. Commercial driving classes are available through Alexandria Technical & Community College and limited training is available through a private trucking business in St. Cloud. Approximately \$30,000 has been raised from the private sector. Ridgewater College also has access to a Minnesota State Colleges and Universities (MnSCU) program that can leverage private funds on a dollar-to-dollar basis. The goal is to raise \$200,000 from public and private entities. Backman reported the EDCOB voted to approve a bronze supporter sponsorship level of \$2,500.

IT WAS MOVED BY Rollie Nissen, SECONDED BY Roger Imdieke, to participate in Ridgewater College's Commercial Driver's License Simulators fundraising campaign at the bronze supporter sponsorship level of \$2,500. All present voted unanimously in favor by roll call.

Renewing Certificate of Deposit at United Prairie Bank. Backman reported the 12-month Certificate of Deposit (CD) in the original amount of \$105,379.32 with United Prairie Bank is maturing. The previous interest rate was 2.28% and the new rate is 1.7%. The EDCOB voted at its October 10th meeting to renew the CD at United Prairie Bank for 12 months. Backman shared staff also checked on interest rates with Heritage Bank and Concorde Bank and United Prairie Bank had the best rate.

IT WAS MOVED BY Roger Imdieke, SECONDED BY Julie Asmus, to ratify renewal of Certificate of Deposit No. XXXXX4720 at United Prairie Bank in the original amount of \$105,379.32 plus accrued interest for 12 months at the rate of 1.7% interest. All present voted unanimously in favor by roll call.

Moving the Microenterprise Loan account to Lake Region Bank. Backman reminded the board that the EDC took over the Willmar Area Multicultural Business Center (WAM-BC) loans and physical assets through the dissolution process. WAM-BC had its loan account at Bremer Bank; however, Bremer Bank is unable to pull loan payments from borrower's bank accounts without the EDC incurring a fee each time. Backman shared both Concorde Bank and Lake Region Bank are willing to host the account and pull funds at no charge to the EDC. The EDCOB is recommending the account be moved to Lake Region Bank.

IT WAS MOVED BY Rollie Nissen, SECONDED BY Harlan Madsen, to approve closing the Microenterprise loan account no. XXXX4397 at Bremer Bank and opening a new account(s) with those funds at Lake Region Bank. All present voted unanimously in favor by roll call.

Replace Toshiba printer/copier/fax. Backman reported staff has been experiencing issues with the duplexing feature of the Toshiba printer/copier/fax machine for approximately the past six months. Loffler's technicians have made repeated efforts to repair the printer with no success. Loffler submitted a cost comparison (see attached) to replace the Toshiba with a Xerox AltaLink C8035 for a 60-month lease at a monthly cost of \$409.99; a savings of \$35.00 per month taking into account all service fees and includes a buy-out (14 months) of the current Toshiba lease in the amount of \$1,820.

IT WAS MOVED BY Julie Asmus, SECONDED BY Harlan Madsen, to accept the quote from Loffler for a Xerox AltaLink C8035 for a 60-month lease at a monthly cost of \$409.99, including buyout of the remaining 14 months on the lease for the Toshiba printer/copier/fax machine. All present voted unanimously in favor by roll call.

Imdieke inquired if the EDC checked with other companies, i.e., Marco. Backman reported the EDC has been satisfied with Loffler's responsiveness and noted the cost compared favorably with Minnesota government rates. Imdieke expressed concerns with the buyout.

Replace Boardroom Chairs. Backman reported the current boardroom chairs were purchased approximately 10 years ago at a cost of \$3,200. The chairs are showing wear and there are issues with loose arm rests and losing random screws and Backman recommended they be replaced. Northern Business Products brought in two showroom chairs to try out and provided a bid of \$4,230 for 12 new chairs (see attached). A discussion was held regarding what to do with the current chairs and if they could be sold or donated.

IT WAS MOVED BY Roger Imdieke, SECONDED BY Julie Asmus, to approve the purchase of 12 boardroom chairs from Northern Business Products at the bid of \$4,230. All present voted unanimously in favor by roll call.

Cancellation of Line of Credit with Heritage Bank. Backman explained the reason the \$25,000 Line of Credit was opened in 2016 with Heritage Bank was to use in case there was a liquidity issue waiting for funds from Kandiyohi County. A renewal cost of 1% of the value of the loan is incurred each year. Renewal is due at the end of October and based on the current strength of the EDC's finances, Backman suggested cancelling the Line of Credit.

IT WAS MOVED BY Roger Imdieke, SECONDED BY Rollie Nissen, to approve canceling the \$25,000 Line of Credit with Heritage Bank. All present voted unanimously in favor by roll call.

2020 Employee Health Insurance. Backman informed the board the EDC's health insurance policy (BlueAccess HSA Gold \$2,200 Plan 653) with a current monthly premium of \$2,267.32 will renew as Blue Access HSA Gold \$2,350 Plan 653. The exact premium has not yet been received for 2020. The budget for 2020 is \$14,000 per staff. Backman stated this is for information purposes and no action is required by the board at this time.

EDCOB appointments. Backman informed the board that the terms of two EDCOB members, Donna Boonstra and Les Heitke, will expire at the end of 2019. Backman shared Boonstra was appointed in October 2014 and Les Heitke was appointed in the spring of 2017; both are eligible for reappointment. Madsen stated he prefers the Kandiyohi County board appointee be held over until the Joint Powers Board meets in January so there is no gap. Madsen stated generally the Kandiyohi County Board and Willmar City Council make recommendations for reappointments; however, they could be reappointed today as they both are interested in reappointment. The board decided to wait to appoint EDCOB members until the Joint Powers Board meeting in January.

PROGRESS REPORTS

Willmar/Willmar Industrial Park. Backman reported the City of Willmar is on track for \$51 million in construction projects. The Herzog project started construction on the 72-unit housing facility and is looking at starting Phase 2 in the spring of 2020. 15th Street Flats opened in September. Backman provided an update on the natural gas line extension in Industrial Park's 4th Addition for Backes

Technology Services. CenterPoint Energy was willing to extend a 4-inch line to the Backes building at a cost of \$14,324. The Willmar City Council approved the natural gas line extension and agreed to split the cost with Backes Technology Services as it will benefit 13 other lots in the 4th Addition. Construction of the gas line has begun. Backman shared Innovative Systems, a company that prints utility bills, needs additional space; Kohl's opened the end of September; and a groundbreaking ceremony for Bethesda North Pointe was held on October 9th. Imdieke provided updates on New London projects, including Pulsifer Construction purchased the former Robbie Johnson 9 & 71 Auto building; Crow River Construction purchased the former Pulsifer Construction building; a second senior four-plex will be constructed; and a new quilt shop opened on Main Street.

STRATEGIC PRIORITY AREAS

Agricultural Innovation. Schmoll reported the Agriculture and Renewable Energy Development Committee does not meet in October due to harvest. The November meeting is scheduled to be held at Kandiyohi Power Cooperative, where attendees will have the opportunity to test drive a Tesla. Schmoll invited board members to attend the meeting. Nissen commented on the Industrial Hemp Subcommittee minutes regarding a Canadian company that produces building blocks from hemp fiber. Schmoll provided additional information and shared other products that can be made from hemp.

Broadband. Schmoll reported she and Donna Boonstra attended Blandin's Broadband Innovation Summit October 8-10th. She shared it was an excellent conference with discussion about new technologies and lots of debate between fiber versus wireless. She recently met with Dovre, Mamre and St. Johns Townships on advancing broadband in those townships. Schmoll announced she will be attending the High-Speed Broadband: Driving America's Growth Conference in Washington, D.C. at the end of the month and will also meet with federal representatives at the Capitol. Imdieke briefly discussed the Tesla satellites and felt this may be a potential for broadband services and also mentioned there is a lot of discussion regarding 5G availability in metro areas due to the number of towers needed in rural areas.

Business Support. Backman reported he attended the third Retail Business Design Workshop reunion meeting at Camille's Closet in New London. Schmoll will give a presentation to the Kandiyohi County Banker's Association on November 7th on the EDC's loan programs. Asmus inquired if the Kandi Mall could be a connection to the EDC for new tenants. Backman stated the mall can provide tenants with information on the EDC's loan program. Schmoll stated the mall has lowered rental rates for some new tenants. Backman reported Jackie Parr, Ph.D. student, who was a trainer at the Retail Business Design Workshops, is working on research and interviewing various businesses in Kandiyohi County.

Workforce Development. Backman continues to meet monthly with Dr. Craig Johnson, President of Ridgewater College and holds discussions with Sam Bowen of Ridgewater College and Jennifer Mendoza, CLUES Navigator, regarding the Certified Nursing Assistant and diverse welding

programs. Schmoll reported the Business Retention and Expansion/Recruitment (BRE) Committee is working with Torry Norling on a three to four minute community video that showcases the community's quality of life, businesses, amenities, etc.

Rural Child Care Innovation Program. Backman reported a childcare meeting was held at Ridgewater College on October 15th to review goals and share updates with Kandiyohi County Commissioners Steve Ahmann and Corky Berg, as well as Senator Andrew Lang and Rep. Tim Miller. Backman reported work continues on the Willmar Child Care Center located in the former Peart and Associates building and the YMCA's Early Learning Center in Spicer. While staffing is critical, Schmoll reported the Willmar Child Care Center has identified a diverse staff of eight certified aides and eight certified teachers.

Opportunity Zone Marketing. Backman noted at its September 16th special meeting, the Joint Powers Board approved entering into a contract with Golden Shovel for Opportunity Zone marketing at a cost of \$18,500. A kick-off meeting was held with Golden Shovel on September 24th followed by other meetings regarding a draft prospectus and assembling a framework. Backman reported there has been good participation by six team members: Dave Ramstad and Sara Swedburg, City of Willmar; Lindsey Donner, REDstar Creative; Melissa Knott, Director of Marketing, Christianson PLLP and Chair of the EDC Marketing and Public Relations Committee; Schmoll and Backman. Backman reported he has been working with potential developers from Minnesota and out of state. He reviewed the map (see attached) of the Willmar sub-zones/neighborhoods in the Opportunity Zone and noted Swedburg will create a map to show potential development site opportunities.

Highway 23 Coalition. Chair Schwantes shared at its October 10th meeting, the EDCOB suggested the Highway 23 Coalition become more independent and less reliant upon EDC staff and administrative staff and that the Coalition explore hiring a staff person. Chair Schwantes stated for continued success and growth of the Coalition, it makes sense the staff person work along with Backman to become familiar with the workload and commented how instrumental the Highway 23 Coalition has been since its inception in 2017. The current membership is at 101 members, including 12 counties and 15 cities. The Coalition was instrumental in Governor Dayton signing the \$105 million bonding bill for construction of the two four-lane gaps from north of New London to Richmond. During the Highway 23 Coalition general membership meeting on October 18th, Minnesota Department of Transportation (MnDOT) Commissioner announced that MnDOT will conduct a safety study at the intersection of Highways 23 and 7 in Clara City. The Coalition lobbied for this study and it was one of the Coalition's 2019 priority projects. The MnDOT Commissioner also commented the Highway 23 Coalition is the best coalition in the state.

Chair Schwantes suggested this board support the EDCOB's suggestion to continue supporting the Coalition recognizing the impact and important work it does and encouraging it explore hiring a staff person to take over the majority of Backman's Coalition duties. The board discussed the time expended by EDC staff and the need for the Coalition to hire a staff person. Board members voiced the importance for the Coalition find the right person to keep up the success of the Coalition. The

board recognized the excellent work done by Backman and Schmoll to date. Backman mentioned the Coalition contracts with Mid-Minnesota Development Commission for bookkeeping services. Backman estimated he spends approximately 15-20% of his time on Coalition duties and it is a team effort by the Coalition's 11-member board. Madsen suggested scheduling a meeting with the Coalition's Chair and Vice Chair, Backman and Schmoll to discuss the possibility of hiring a staff person. Backman felt the staff person could work approximately two to three days per week, needs to have credibility and be able to work well with the communities along the Highway 23 corridor. Chair Schwantes concurred with Madsen's suggestion to hold a meeting.

Business Visits and Meetings. Backman highlighted areas of his report (see attached) noting he participated in the S & P Rating Call at Kandiyohi County for G. O. Water & Sewer Bonds; made a presentation to the Minnesota State Chancellor and system Presidents regarding the importance of Ridgewater College to Kandiyohi County and the region; attended a Minnesota Opportunity Zone meeting and attended the House Bonding meeting at Ridgewater College. Chair Schwantes thanked Backman for his work, time, passion and commitment to the community. See Schmoll's report attached.

ADJOURNMENT—There being no further business, the meeting was adjourned at approximately 1:30 p.m.

NEXT MEETING—The annual board meeting is 11:30 a.m., Thursday, January 23, 2020, at the EDC office.

Roland Nissen, Secretary

APPROVED: 1/23/2020:

Kathy Schwantes, Chairperson



Investment Information

Acquisition Options:

Equipment	60 Month Lease
Xerox C8035	\$240.99
Pricing includes delivery, professional installation, implementation and training.	

Service & Supply Agreement

Unlimited B&W copies bill at \$169/copier.

Unlimited color copies bill at \$169/copier.

Pricing is good through October 2019.

LOFFLER *Helping You Succeed*



Cost Comparison

Current Copier Solution:

Toshiba e-Studio 3055C

Color copies at \$.087846

3,250 color average/month = \$285.50

B&W copies at \$.01461

2,022 B&W average/month = \$29.54

Monthly Lease: \$130

Monthly Service average: \$315.04

Average Monthly Print Cost: \$445.04

Loffler Copier Solution:

Xerox AltaLink C8035

Unlimited Color and B&W copies

8,910 color month/average

10,214 B&W month/average

Monthly Lease: \$240.99

Monthly Service Total: \$169

Monthly Print Cost: \$409.99

Average Monthly Savings: \$35

**Proposal includes payment of the last
14 months of the current lease. \$1,820**

LOFFLER *Helping You Succeed*



Price Quote Form

Kirk Davis "Your Office Solution Provider"

Prepared For:

EDC

Date:

10-11-19

Rth Aaron

Quantity	Description	List Price	Sale Price	Extended Price
12	Harmony Hexagonal Back Black Leather Executive Chair		340 ⁰⁰	
				4080 ⁰⁰
	Setup & Deliver			150 ⁰⁰
				4230⁰⁰
	Should take a week			
	to Hank			
	Kirk			
*Prices quoted valid for 20 days after date shown				Total

Phone: 320-235-9540/1-800-252-4234

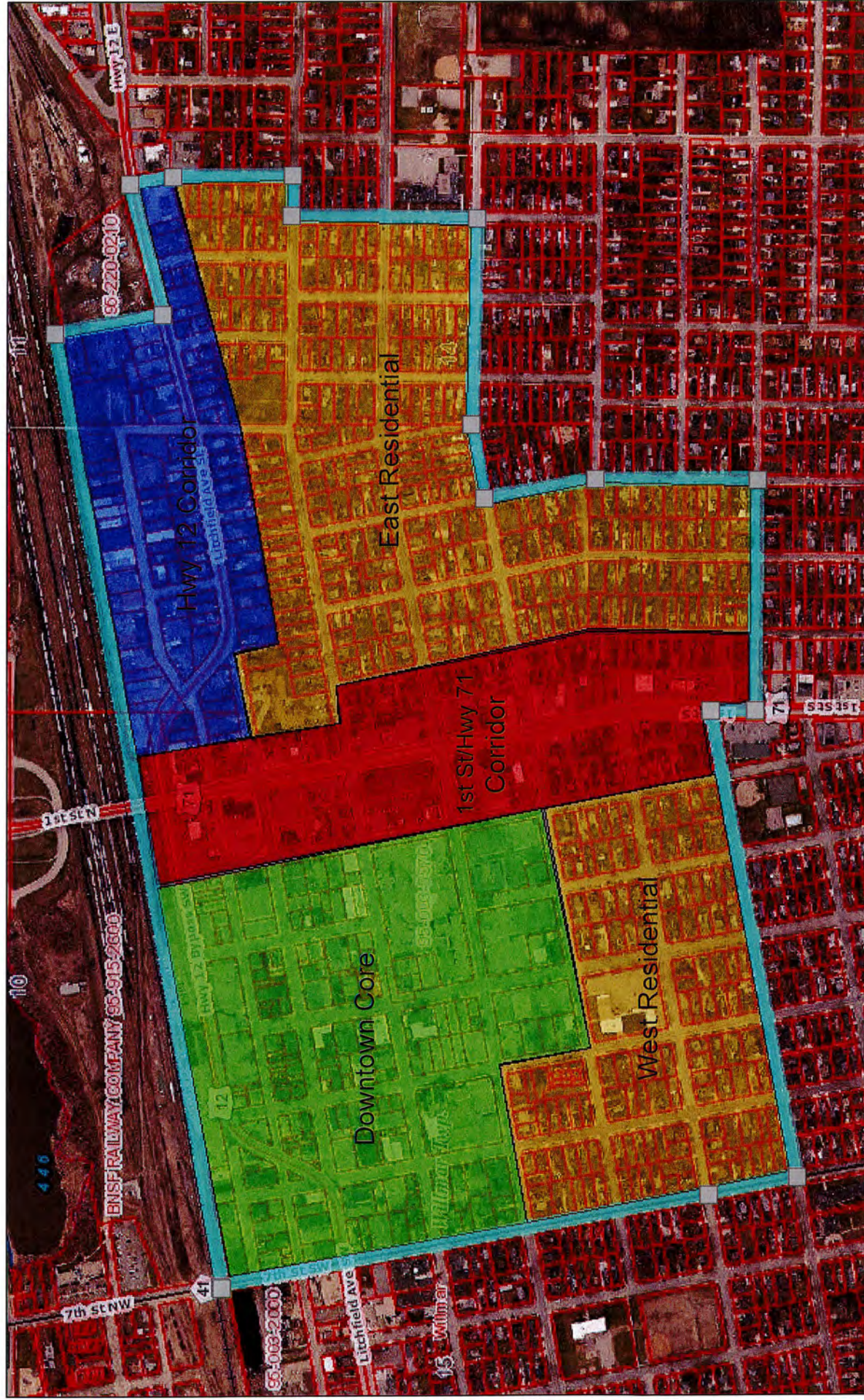
Fax: 320-235-0629/1-800-866-6501

Email: kdavis@nbpoffice.com

www.nbpoffice.com

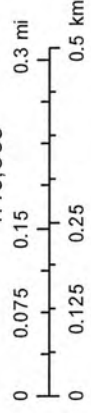
Northern Business Products
1210 Lakeland Drive SE
Willmar, MN 56201

Current Uses



October 1, 2019

1:10,805





Joint Powers Board Meeting

Aaron Backman Report

October 24, 2019

Highway 23 Coalition

North Gap – The purchasing of homes has begun. Approximately 10% of land acquisition/right-of-way activities are completed. ROW purchases are a lengthy process. Final engineering is about 30% completed. MnDOT held an Open House in Richmond on October 3rd. It was very well attended with over 200 residents participating, inc. representatives of the Coalition. Bidletting is planned for early 2022 and construction is planned for 2022 and 2023.

South Gap – Land acquisition activities have begun. MnDOT will be holding an Open House regarding the South Gap later in 2020. Construction is planned for 2023 and 2024.

Coalition Meetings – The Coalition's Fall General Membership Meeting at Prairie's Edge Convention Center in Granite Falls on October 18th. Seventy members and guests attended the event that was headlined by guest speaker Senate Majority Leader Paul Gazelka. MnDOT Commissioner Margaret Anderson Kelliher also attended and spoke. During the course of the meeting she announced that MnDOT District 8 was going to move ahead with and fund the Intersection Safety Study at Hwy 7 and Hwy 23 in Clara City. That project was a top priority for Clara City and Chippewa County and one of the Coalition's top four priorities for 2019. The Coalition is very grateful that MnDOT District 8 has agreed to undertake the study!

The MN House Bonding Tour Meeting was held at Ridgewater College in Willmar on October 8th. Mel Odens presented the CSAH 55 Railroad Overpass Project, also one of the Coalition's top four priorities for 2019.

Marketing Proposal for Willmar Downtown Opportunity Zone

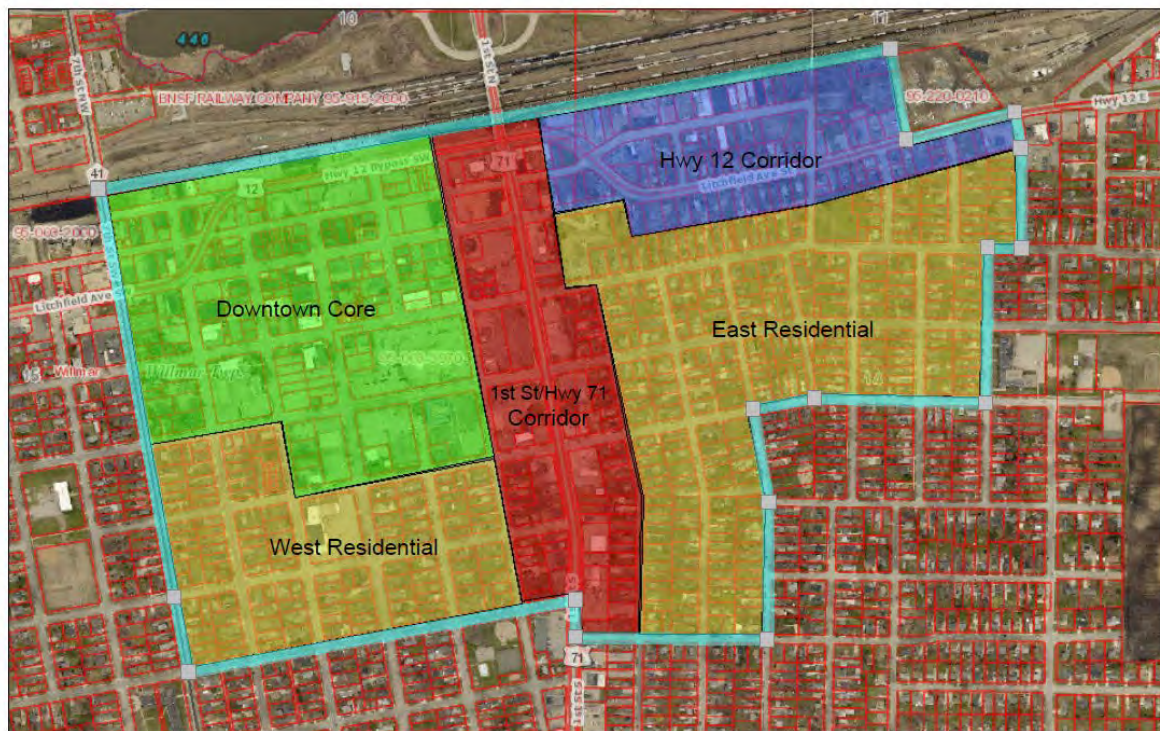
In June of 2018 Governor Dayton selected 128 census tracts to be Qualified Opportunity Zones (QOZs). These are low-income communities that the federal government is encouraging investment by deferring taxation on capital gains until December 31, 2026, reducing gain that is taxed by up to 15%, and no tax on additional gain if property held for 10 years. So, there can be direct tax benefits to developers, developers can raise equity capital from investors who can use the tax benefit, and property owners can attract tenants who can use the tax benefits for capital costs.

In Kandiyohi County there is one approved Opportunity Zone (QOZ) located in Census Tract 780800 in Willmar. It covers the Downtown and a residential area to the east of 1st Street. To take full advantage of the program, investments should be initiated in the near future. However, this requires a significant marketing effort (a marketing strategy, a prospectus and other materials provided to potential investors). Given current workloads of Connie and myself, I am suggested that we partner

with an agency that has experience marketing Opportunity Zones. The Golden Shovel Agency, based in Little Falls, MN, specializes in marketing for economic development organizations around the country. (They have about 185 clients around the country.)

On September 16th the EDC's Joint Powers Board held a special meeting to discuss the proposed marketing contract with Golden Shovel to market the Willmar Opportunity Zone. The Board approved the contract as was proposed by the EDC's Joint Operations Board, with \$13,500 coming from the EDC and \$5,000 from the Willmar Main Street Program. The contract was promptly executed and the initial Kick-Off meeting was held two days later. Team members include: Ron Kresha, Golden Shovel COO; David Ramstad and Sarah Swedburg from the City of Willmar/Willmar Main Street; Lindsey Donner, REDstar Creative; Connie Schmoll, EDC; Melissa Knott, Director of Marketing, Christianson & Assoc.

Current Uses



October 1, 2019

One way to look at Willmar's OZ is that there are at least five sub-zones or neighborhoods in the zone: the 1st Street/Business 71 Corridor, the Hwy 12 Corridor, the East and West Residential (which are primarily R-2 1 & 2 Family Residential) Areas, and the Downtown Core (the Central Business District).



Among the highlights from the Kick-off Meeting on September 18th was assembling documents in a Google Drive (logo files, brand standards, current marketing materials, etc.); reviewing the Kandiyohi Start-Up Guide that discusses the process and deliverables; and considering elements in the planned prospectus. Subsequently, the Willmar OZ Team We met on October 2nd to consider the prospectus and brainstorming guide to build consensus on the components of the prospectus and assembling a framework. We reviewed similar documents from three communities from three different states. Ron Kresha is currently drafting the initial version of the Willmar OZ prospectus with input from team members.

Natural Gas Line Extension into 4th Addition

Backes Technology Services, Inc., a communications-related company, was the second business to locate in the 4th Addition. In 2016 Backes purchased one lot in the northwest corner of the certified site. In early 2017 the company completed its facility west of Dooley's Petroleum facilities. While Backes Technology was able to hook up to municipal water, sewer and electricity, CenterPoint Energy, the local natural gas supplier, had not extended service to this portion of the industrial park. A subsequent quote of over \$25,000 to get natural gas service was not cost effective and dissuaded Backes from doing so. CenterPoint charges installation costs based upon expected natural gas load. Typically businesses with larger loads will experience greater discounts on installation costs.

As a stopgap measure, Backes utilized a propane tank and furnace last winter. Ideally they want to have natural gas. CenterPoint Energy is willing to extend a 4-inch line nearly half a mile to the Backes building at a cost of \$14,324. As a small business, it would take many years for Backes to get a return on its investment. They are asking if the cost of the line extension can be shared between the City and the business. The extension would go from the intersection of Trott Avenue SW and 28th Street SW to near the intersection of 32nd Street SW and 3rd Avenue SW. Backes argues that the new line will serve 13 other lots in the 4th Addition. At 290 feet, their property represents 12% of the total distance, or \$1,719 of the cost. Backes is willing to pay \$4,000 or 28% of cost, if the City is willing to pick up the difference (\$10,324).

The EDC assisted the business by presenting their proposal to the Willmar's Community Development Committee on July 22nd. The Committee unanimously recommended that the City Council approve the cost-share arrangement. On August 5th the Willmar City Council unanimously approved the natural gas line extension into the 4th Addition and splitting the cost with Backes Technology. Having natural gas available to the majority of lots in the 4th Addition is a positive development, will enhance recruiting efforts and is being done on a cost-effective basis for both the City and Backes.

Subsequently Backes Technology paid its share upfront to the City of Willmar. The City signed the utility agreement with CenterPoint. The natural gas company obtained the necessary permits and is scheduled to begin the natural gas line project the week of October 22nd.

Business Meetings (July 26th – October 25th)

1. Weekly development meetings w/Dave Ramstad, Director Planning & Development, City of Willmar (7/23, 7/30, 8/6)
2. Meeting w/Abdul, Nadeer Construction, the general contractor for the Willmar Child Care Center renovation project (7/26/19)
3. Various discussions w/Marc Manderscheid, Attorney w/Briggs & Morgan, representing Kandiyohi County in regards to RockStep petition (7/31/19)
4. Attended Partners in Agricultural Innovation event at MWTC (8/1/19)
5. Attended Willmar Chamber Connection event at Magnum Trucking (8/2/19)
6. Attended Somali Culture Panel Discussion at Willmar Public Library (8/2/19)
7. Attended CVB Leisure Travel Committee mtg. at Sibley State Park (8/5/19)
8. Presented at Willmar City Council Mtg. re natural gas line extension (8/5/19)
9. Presentation to Granite Falls City Council re renewal of Hwy 23 Coalition membership (8/5/19)
10. Participated in S& P Rating Call at Kandiyohi County for G.O. Water & Sewer Bonds (8/7/19)
11. Mtg. w/Steve Okins and Dave Ramstad re funding for Epitopix Utility Extension (8/7/19)
12. Presentation to Willmar Planning Commission re Epitopix Utility Extension (8/7/19)
13. Participated in meeting w/Kevin Bronner re WAM Loan and restaurant concept for Kandi Mall at EDC offices (8/9/19)
14. Participated in Poultry Research Facility meeting w/Mayor Calvin, Dr. Johnson, Kathy Schwantes at MCROC (8/9/19)
15. Development Mtg. w/Dave Ramstad, Director of Planning & Development, City of Willmar (8/13/19)
16. Presentations to Benton County (8/12), Yellow Medicine County (8/13), Pine County (8/20/19), City of Sartell (9/9/19), and Pipestone County (9/10/19) re Hwy 23 Coalition membership
17. Mtg. w/Kevin and Lisa Bronner re WAM Loan for Re-Cover Temp Agency at EDC Offices (8/14/19)
18. Attended MN Marketing Partnership Meeting at Como Zoo in St. Paul (8/15/19)
19. Attended Southwest Business Development Network meeting at Ortonville Public Library (8/16/19)
20. Presented at Willmar City Council re resolution of support for grant application for utility extension for Epitopix (8/19/19)
21. Willmar Planning Commission re Legacy Commons Phase II – Caribou Cabin project (8/21/19)
22. Presentation to MN State Chancellor Maholtra & all System Presidents re the importance of Ridgewater College to Kandiyohi County and region (9/10/19)
23. Monthly Mtg. w/Dr. Johnson, President, Ridgewater College (9/11/19)
24. Attended Christie Ransom's Going Away Event at Willmar Chamber (9/11/19)

25. Participated in Special Meeting of Joint Powers Board; approved Golden Shovel Opportunity Zone Marketing Contract (9/16/19)
26. Participated in business development meeting w/Joanna Schrupp at MWTC
27. Presented 2020 EDC Budget to Willmar City Council (9/16/19) and Kandiyohi County (9/17/19)
28. Participated in Poultry Research Facility meeting w/Mayor Calvin, Dr. Johnson, Kathy Schwantes at MCROC (9/17/19)
29. Set up and manned booth at the West Central Minnesota Area Job Fair at Ridgewater College (9/17/19)
30. Signing new loan documents w/Kevin and Lisa Bronner re WAM Loan for Re-Cover Temp Agency at EDC Offices (9/18/19)
31. Development Mtg. w/Dave Ramstad, Director of Planning & Development, City of Willmar (9/24/19 , 10/8/19, 10/22/19)
32. Attended MN Opportunity Zone Summit at Marriot in Brooklyn Park (9/18/19)
33. Meeting w/party regarding upper-end housing project in Willmar
34. Participated in Open Mic Radio Program at KWLM
35. Kick-off Meeting in Willmar w/Golden Shovel at EDC (9/24/19) and follow-up meeting with team (10/2/19)
36. Meeting w/Sean Christensen re Epitopix Utility Extension Project; EDC submitted Innovative BDPI Grant Application to DEED (9/26/19)
37. Participated in Hwy 23 Coalition Board Mtg. at Dooley's Petroleum and participated in Priority Projects Committee Mtg. (9/25/19)
38. Participated in Ridgewater College General Advisory Council Meeting at Administration Building in Willmar (9/26/19)
39. Led MAPCED Quarterly Meeting in the City of Faribault (9/26 – 9/27/19)
40. Presentation to Chippewa County (10/1/19) re Hwy 23 Coalition membership and attended Hwy 23 North Gap Project MnDOT Open House in Richmond (10/3/19)
41. Monthly Mtg. w/Dr. Johnson, President, Ridgewater College (10/2/19)
42. Attended V2040 Steering Committee Mtg at Willmar Foundation (10/7/19)
43. Willmar Job Fair Partners Follow-Up Mtg at Ridgewater College Customized Training (10/7/19)
44. Attended House Bonding Tour Meeting at Ridgewater College in Willmar re Mel Oden's Presentation re CSAH 55 Railroad Overpass Project (10/8/19)
45. Attended the Southwest ATP Meeting at MnDOT District 8 facility in Granite Falls (10/11/19)
46. Attended the Vision2040 Housing Subcommittee Meeting at HHS
47. Presentation to City of Raymond re Hwy 23 Coalition membership (10/14/19)
48. Participated in Poultry Research Facility meeting w/Mayor Calvin, Dr. Johnson, Kathy Schwantes, Harlan Madsen, etc. at MCROC (10/15/19)
49. Conference call with potential Willmar OZ developer (10/15/19); call with Ron Kresha, Golden Shovel re prospectus draft (10/16/19); Zoom Conference Call w/Willmar OZ Team (10/17/19)



50. Presentation to Willmar Chamber of Commerce Board re economic development and future development in Willmar (10/17/19)
51. Participated in Hwy 23 Coalition Board Meeting and General Membership Meeting at Prairie's Edge Convention Center in Granite Falls (10/18/19)
52. Disc. w/Sam Bowen, Customized Training, regarding CDL Training Program (10/22/19)

Business Visits

1. Dale Odom re business plan for family entertainment business in Willmar
2. Tour and meeting w/Sterilucent (CVN prospect) in Minneapolis; Later in month conference call w/principal & Joanna Schrupp, MWTC
3. Mtg. w/Nu-Tek Bioscience (CVN prospect) in Minnetonka
4. Meeting w/family re prospective Mexican Seafood business in Willmar
5. Mtg. w/Joanna Schrupp at MWTC re Nu-Tek Bioscience response
6. Jim Bach, Marcus Construction, re potential projects in Willmar
7. Tour of 15th Street Flats with Nick Schoenecker, Project Coordinator
8. Attended "Wall-breaking Event" for YMCA Early Learning Center at Green Lake Mall, Spicer
9. Larry Walter, Innovative Systems, & Connie re building option for business
10. Blake Graves re Redevelopment on property on Hwy 12 and across from Legacy Commons
11. Mtg. w/Abdi, ADC, at the Willmar Child Care Center (WCCC)
12. John Vornholt, Manager, Kandi Mall re Kohl's
13. Participated in 2nd Retail Business Design Workshop Reunion at Patina Marquet
14. Participated in meeting w/Epitopix management re utility extension project at MWTC Corporate offices (8/8/19)
15. Meeting w/Aydee Lopez, Spurs Restaurant
16. Attended Co-op Credit Union Ribboncutting Event in Willmar (9/12/19)
17. Spoke at 15th Street Flats Grand Opening (9/20/19) and sat in a follow-up housing meeting with CLUES reps with Housing Commissioner Jennifer Ho.
18. Attended New London Food Co-op Quarterly Meeting at N.L. Little Theatre
19. Participated in 3rd Retail Business Design Workshop Reunion Meeting at Camille's Closet in New London
20. Participated in meeting w/Epitopix management re utility extension project
21. Spoke at Bethesda North Pointe Groundbreaking Ceremony in New London (10/9/19)



**Joint Powers Board Meeting
Connie Schmoll Report
October 24, 2019**

Child Care

Willmar Childcare Center. The build out of the former Peart and Associates building at 500 Industrial Drive SW in Willmar has been completed and looks colorful, professional and inviting for children. They have secured 8 certified aids and 8 certified teachers. United Community Action Partnership assisted with training and certification of the staff. These staff members are a mix of 7 Somali, 4 Latino and 5 Caucasian service providers. The hope is to have just as great a mix of “beautiful children to serve at the Center,” reported Abdi when I met with him in September.

Abdi from the African Development Center is checking into playground fencing for the Center. He reported that they will be bidding on some playground fencing that will be sold from one of the schools in Willmar. Blue Cross Blue Shield conducted a toy drive for the Center and has gifted items for the playground and the rooms.

The principle owner is seeking some additional loan funds to cover unexpected costs in addition to the original budget for construction. Laura Warne at Home State Bank is willing to meet with him after updated financial reports are completed and submitted for review.

Broadband

The EDC’s Broadband Committee encouraged member and County Commissioner Rollie Nissen to apply to be on the Governor’s Taskforce on Broadband. His application was submitted after the new candidates were already selected but he will be entered as a potential alternate for the future.

The Minnesota Rural Broadband Coalition reported that for 2019, more than 70 applications were submitted for Broder-to-Border grant funds totaling more than \$80 million in funding requests. The Coalition is working on conversations to assess the possibility of increasing the amount in the state budget for Border-to-Border grants in 2020.

Donna and I attended Blandin’s Broadband Innovation Summit October 8-10.

Engineering Study Update

Jared Britten of Compass Consultant’s Inc. attended the October 7, 2019 meeting of the Broadband and Advanced Technology Committee. Also in attendance were 3 members of Mamre Township Board. Jared provided a handout with graphs showing the number of structures in the townships that are served, underserved or unserved according to FCC maps. Dovre Township shows a considerable amount of served residents and businesses in comparison to the other two townships. Preliminary costs to provide fiber broadband throughout the three townships is around \$5 million.



The study so far has not taken into account the fiber in the driveways. Our committee members informed Jared that this cost will need to still be calculated and added as including the drive is a requirement for a Border-to-Border granted project. A project would need to eliminate areas that are served, therefore some costs would be reduced.

The next step for Compass Consultants will be to send a survey to the businesses and residents in the townships to assess the actual current speeds and the interest and need for greater speeds. The Committee members voted to fund a pre-letter to the constituents to inform them of the upcoming survey and encourage participation. Compass will send a draft survey for our review.

Neighborhood Development Centers

I was introduced to the Neighborhood Development Centers (NDC) in early 2018. This program uses a four step approach to assisting entrepreneurs that have a great business idea and/or skills or experience in a certain business idea but lack capital to invest or otherwise have barriers to starting a business. The four pillars of assistance include:

1. Training
2. Technical assistance
3. Loan funds, and
4. Real estate

Mihailo Temali, founder and CEO of the Neighborhood Development Center in St. Paul contacted me again in September to inquire about moving forward on establishing a program in Willmar. He had staff forward a training schedule so I could attend a Mpls/St. Paul area training for new business entrepreneurs to assess the curriculum and process used there. In addition, Mr. Temali reported that state funds are available for us if we decide to start a program. With a 30% match of local funds we would be able to access \$6,000 for training purposes; \$7,500 for lending or loan guarantee, if mixed with technical assistance for the business; and \$7,500 for the technical assistance portion of the program. Mr. Temali has requested to meet with the EDC and Southwest Initiative Foundation to further discuss the program. The philosophy of the Neighborhood Development Program closely matches that of the WAM-BC funds we have acquired; lower interest rates, businesses that may be un-bankable, training is provided in business management, and more advocacy and support is offered during the early stages of the business start-up.

On Thursday, October 17th, Scott Marquardt of SWIF and I were able to view a NDC training session in South Minneapolis. This was the 4th class in a series of 12 classes for the participants. We were impressed with the quality of the training materials, the professionalism of the instructor and the commitment and eagerness of the entrepreneurs to learn and to complete the tasks involved. There were 7 women involved representing a variety of business plans including a boutique, hair design studio, Asian/gluten free restaurant, construction company, senior home assistance and others.



The program would be an asset to entrepreneurs in our ethnic business communities and for low income potential business owners. Scott and I would like to further plan for some type of Neighborhood Development Center for Willmar and possibly the surrounding area. We will further investigate how other such centers are funded and the contract expectations to secure a program for our area.

Minnesota DEED Commissioner Visit

The Minnesota Department of Employment and Economic Development (DEED) Commissioner Steve Grove visited Willmar on August 29, 2019. Joanna Schrupp of MinnWest Technology Campus and I worked with the commissioner's staff to make arrangements for the day and host the visit. The Commissioner's Chief of Staff, Ms. Anna Peterson, was also in attendance. A tour of Jennie-O Turkey Store was conducted by H.R. Director Melanie Faust. The tour included the main administrative building and the research and development kitchens.

Joanna led tours of Nova-Tech, Prinsco and WORKUP on the MinnWest Technology Campus. A public discussion took place on the Campus with almost 30 people in attendance. Topics included workforce and immigrant workforce, childcare, broadband, public infrastructure, businesses related to turkey production and processing, the farm crisis, KCEO and the role of government. The Commissioner then toured the Willmar CareerForce facility (Workforce Center) and visited with staff there, who are all employed under Minnesota's DEED office.

Meetings and Events

1. CERTS Advisory Board meeting
2. Child Care Core Leadership Team meetings
3. Job Fair Planning Meetings
4. MN Dept. of Ag call on industrial hemp and fed. incentive programs – Kevin Hennessy
5. Farmfest with Ag Committee Members
6. Guest speaker Todd Mathewson at Industrial Hemp Exploration Meeting
7. USDA Grant work on behalf of Simply Shrimp – Christianson and Paul Damhof
8. Tour of WCCC with Melanie Faust of Jennie-O
9. Work with Blue Cross Blue Shield on behalf of WCCC
10. Planning with cities and counties on Highway 23 membership renewal
11. Childcare Core Leadership Team meetings
12. Industrial Hemp Exploration Meeting
13. IBDPI Grant writing and submission
14. New London EDA Meeting
15. 15th Street Flats Ribbon Cutting
16. Ag Visioning planning
17. Neighborhood Development Centers Discussion
18. MAPCED in Faribault

19. Video planning and consulting
20. Golden Shovel planning for Opportunity Zones marketing
21. Public Policy Meeting
22. Community Venture Network—business presentations
23. Partners in Ag Innovation Workshop debriefing
24. MN DEED Commissioner visit planning and hosting
25. Industrial Hemp Exploratory Subcommittee meeting
26. Grow MN Team Chamber
27. Chamber Agri-Business
28. Chamber farewell for Christy Ransom
29. Chamber Connection at United Way, Rice Hospital Foundation, MWTC, Procore
30. Meeting with Nancy Miller—business services
31. Dooley's Appreciation Event
32. Meeting with potential Ag Committee Member, Christy Kallevig
33. Meeting with new BRE Committee member, Samantha Crow
34. Neighborhood Development Center Training in South Minneapolis
35. Launch Minnesota
36. Partners in Ag Innovation Conference
37. Nancy Miller Business HR Services

Business Visits

1. Pinnacle X-Ray Solutions Business Planning
2. Innovative Systems
3. Follow-up visit with K-traps of Pennock
4. VP Enterprises, closing of loan
5. Universal Athletics
6. Kandi Mall
7. Beauty Box Boutique
8. Glow by J Boutique
9. Epitopix discussions on sewer and water options and broadband options
10. K & O Enterprises business planning
11. Camille's Closet
12. Willmar Childcare Center
13. Mill Pond Salon
14. West Central Steel
15. Mass Hysteria Fitness Center
16. Dahlberg Trailers
17. Diamond Trailers
18. Sewn Edge Tailor/new business at the Kandi Mall
19. Tour of Pioneer Research Facility which is for sale



20. Safety Services Business Planning

21. Fishtales Restaurant Business Planning

22. Vendor Market- Marquet at the Mall