

KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION
DOING BUSINESS AS



**JOINT OPERATIONS BOARD MEETING
AGENDA**

11:00 a.m., September 11, 2025

**Board Room, KCED Office, AppleTree Square, Suite 3, 1601 Highway 12 East, Willmar
and Via ZOOM Video Conference**

11:00 CALL TO ORDER (6 members/4 = quorum) President Noah Hultgren

11:01 ADDITIONS OR DELETIONS TO AGENDA OR CONSENT AGENDA President Hultgren

11:02 CONSENT AGENDA

- Approve:
1. Minutes of August 14, 2025
 2. Financial reports as of August 31, 2025
 3. Payment of \$5,552.48 to United Community Action Partnership for the Childcare Community Coordinator for May-July 2025
 4. Approve the 3-year Managed Services Contract from Coordinated Business Systems, adjusting two line items on the 2026 budget to offset the cost. Office Expenses/ Technology Maintenance Contract for Server and Computers will be adjusted from \$10,000 to \$13,600. The next line item (other) will be reduced from \$7,000 to \$3,400

- Accept:
- Committee/Subcommittee Minutes
1. Agriculture and Renewable Energy Development 7/17/2025
 2. Broadband and Advanced Technology 8/4/2025
 3. Finance 8/12/2025
 4. Leisure Travel 6/2/2025

11:04 ITEMS REMOVED FROM CONSENT AGENDA President Hultgren

11:10 UNFINISHED BUSINESS

1. Economic Development Manager position Barbara Carr
2. Boards' strategic planning session Barbara Carr

11:25 NEW BUSINESS

1. Navigating Your Competitive Future (NCF) by Urban Land Institute Barbara Carr
2. Application for new board member Barbara Carr
3. SBAP Grant match funds in 2026 budget Barbara Carr

12:15 REPORTS

1. Economic Development Activity Christopher Corbett/Barbara Carr
2. Elevate Community Business Academy Barbara Carr
3. Childcare Program Barbara Carr

12:30 COMMITTEE HIGHLIGHTS

[Unless a board member has a question or action is needed on a committee recommendation, only committees with new information since the minutes included in the board packets should report]

12:50 WHAT'S UP. Board Members/Staff/Guests

1:00 ADJOURNMENT President Hultgren

NEXT MEETING—The next board meeting is **11:00 a.m., Thursday, October 9, 2025** at the KCED office, AppleTree Square, Suite 3, 1601 Highway 12 SE, Willmar, and via ZOOM video conference