

Swift County RDA Board

Thursday, April 8, 2019 at 4:35 PM

Swift County RDA office – lower level Swift County Courthouse

"Providing opportunities for economic and community development in Swift County"

Tentative Agenda

Notes/Follow-Up

100 Call to Order

200 Agenda Changes

201

300 Consent Items 10 mins

4:36 **1** **301** Meeting Minutes 2-14-19*

4:37 **3** **302** RDA Q1 financials*
303

400 Loan Report 5 mins

4:55 **12** **401** Loan Dashboard -2019 Q1*
402

500 Information Items 10 mins

5:05 **13** **501** Executive Director's Report*

5:30 **502** Announcements from Board Members

5:40 **503** RDA Calendar/Significant Correspondence#

- April 9 Signage Committee
- April 11,12,13 Benson Planning
- April 12 BBC Weld Training Begins
- April 17 Waste to Energy MN
- April 22 BBC Steering Committee
- May 5 BBC Digital Marketing Deadline
- May 7-10 IEDC Training
- May 31st FHLB Grant Deadline
- June BBC Road Trip
- June BBC PCs for People Event
- June RDA Meeting in Holloway/Appleton

504

600 Adjournment – estimated time 5:45 PM

Key: *=enclosure # =handout or presentation



Minutes
Regular meeting minutes of Swift County RDA
Monday, February 14, 2019 @ 3:30pm at Swift County Courthouse

Members Present: Terri Barrett, Heidi Gandsey, Ed Pederson, Tom Walsh, Brady Olson, Rick Molenaar (phone), Eric Carlson

Staff Present: Jennifer Frost

Others Present: None

100 Call to Order 3:31 pm

200 Agenda Changes

300 Consent Items

301 Meeting Minutes 10-29-18

MOTION was made by Tom to accept the meeting minutes with correction to date and location of the 10-29-18 meeting; Eric seconded.

302 RDA & GROW Q3 and Year-End Financials – The 3rd quarter and year-end financials for GROW and the RDA were reviewed.

RDA The balance sheet for showed \$679,742.78 in total liabilities and equity on 9-30-18. Profit & Loss showed a net ordinary income (loss) of \$ \$90,076.51 for the period of 2018 as of 9-30-18. Income and Expenses for the period 1-1-18 to 9-30-18 were \$183,241.54 and (\$93,165.03) respectively.

GROW The balance sheet for showed \$135,339.47 in total liabilities and equity on 9-30-18. Profit & Loss showed a net ordinary income (loss) of 6,419.31 for the period of 2018 as of 9-30-18. Income and Expenses for the period 1-1-18 to 9-30-18 were \$10,601.89 and (\$4,182.58) respectively.

RDA The balance sheet for showed \$725,485.08 in total liabilities and equity on 12-31-18. Profit & Loss showed a net ordinary income (loss) of \$62,664.06 for the period of 2018 as of 12-31-18. Income and Expenses for the period 1-1-18 to 12-31-18 were \$238,128.23 and (\$175,464.17) respectively. Additionally, there is another \$75,000 in restricted Grant – Other Income to be used for Blandin Broadband Community Projects for a total net income of \$137,664.06.

GROW The balance sheet for showed \$ 141,581.10 in total liabilities and equity on 12-31-18. Profit & Loss showed a net ordinary income (loss) of \$12,660.94 for the period of 2018 as of 12-31-18. Income and Expenses for the period 1-1-18 to 12-31-18 were \$17,350.97 and (\$4,690.03) respectively.

MOTION made by Terri to approve the financial statements, second by Tom.

400 Loan Report

401 Loan Dashboard – Jen presented the Loan Dashboard through Q4 2018

500 Decision & Discussion Items

501 Swift County Sign Plan – Jen presented the board with the Final Draft of the Sign Plan, asked for last chance feedback and informed the Board that next steps were for the Sign Committee to meet and put together a work plan to get the signs built and placed. Tom suggested the Fair Grounds sign could be a combination Gateway Welcome sign AND Fair Grounds sign. Jen said he won the feedback award and she would pass that on to the consultant.

502 Annual Meeting – Jen asked the Board if there was interest in doing an Annual Meeting with a lunch and invite stakeholders as we did when GROW had members. She included a copy of a 2018 Year in Review report as a model for the presentation. This report was presented to the County Board. After some discussion, the consensus was to wait until next year to decide on the Annual Meeting luncheon.

600 Information Items

601 Executive Director's Report – Jen presented her Director's report which highlighted her activities since the last meeting including: BR&E and future without the one-time funds, and Housing Institute. Based on some questions from the board regarding GROW and RDA operations, Jen will research options related to GROW as an official Local Development Organization, RDA, Audit/Review and general operation questions posed by the board

602 Dairy Economics 101 – Jen included a link to MN House presentation by Lucas Sjostrom, Minnesota Milk Producers "Dairy economics 101 and overview of the impact of the federal 2018 farm bill on dairy industry". https://youtu.be/Cjykw_fKoCc

603 CVEC/BPP Complaint and Contest into Xcel – Jen presented updates on activities with the former Fibrominn plant including recent filings on Xcel Energy's Petition for Approval to Terminate the Power Purchase Agreement(PPA) with Benson Power, LLC, Acquire the Benson/Fibrominn Plant, and Close the Facility and how these events related to the International Biomass Conference and who will be attending in March.

604 Announcements from Board Members

605 RDA Calendar/Significant Correspondence

700 Adjournment –5:35 pm

Next Meeting Date:
TBD

Management Report

Swift County RDA

For the period ended March 31, 2019



Prepared on

April 8, 2019

Table of Contents

Profit and Loss3

Balance Sheet.....4

Expenses by Vendor Summary6

RDA:Budget vs. Actual 20197

Profit and Loss

January - March, 2019

	Total	
	Jan - Mar, 2019	Jan - Mar, 2018 (PY)
INCOME		
4020 Interest Income-Fin Inst	561.65	145.72
4025 Interest Income-Loans	867.71	721.06
4050 Tax Settlement	833.65	1,210.93
Total Income	2,263.01	2,077.71
GROSS PROFIT	2,263.01	2,077.71
EXPENSES		
5210 Worker's Comp		-36.00
6000 Office Expenses		89.63
6050 Postage	4.15	20.04
6300 Advertising/Promotion/Marketing	547.75	794.83
6600 Telephone	135.00	253.94
7200 Professional Fees	1,475.00	598.11
7300 Filing Fees		46.00
7350 Dues & Subscriptions	395.00	395.00
7375 Registrations	1,610.00	375.00
7600 Bank Charges	12.20	
8300 Travel - Staff	3,520.81	1,019.16
8350 Travel - Board	1,245.88	
County Payroll Reimbursement		
Health Insurance	4,140.00	
Other Benefits	2,299.41	
Payroll Taxes	1,393.50	1,365.26
PERA Contribution	1,492.68	1,463.79
Wages	19,902.40	19,517.20
Total County Payroll Reimbursement	29,227.99	22,346.25
Total Expenses	38,173.78	25,901.96
NET OPERATING INCOME	-35,910.77	-23,824.25
NET INCOME	\$ -35,910.77	\$ -23,824.25

Balance Sheet

As of March 31, 2019

	As of Mar 31, 2019	As of Mar 31, 2018 (PY)	Total
ASSETS			
Current Assets			
Bank Accounts			
Cash-Operating			
Cash-Checking	3,275.76		-800.97
Cash-D Savings	148,347.18		
Cash-Savings	124,009.11		123,682.08
Total Cash-Operating	275,632.05		122,881.11
Funds-Lending			
Cash -ELF Fund	3,983.09		1,418.86
Cash- RDA Loan Fund	26,539.88		17,134.78
Total Funds-Lending	30,522.97		18,553.64
Total Bank Accounts	306,155.02		141,434.75
Other Current Assets			
1150 Investment in CVEC	165,000.00		165,000.00
1155 Investment-Benson Corn Pool	14,850.00		14,850.00
Total Other Current Assets	179,850.00		179,850.00
Total Current Assets	486,005.02		321,284.75
Other Assets			
1200 RDA Loans Receivable	0.00		0.00
1213 Notes Receivable-Corny Goodness	0.00		2,237.43
1215 Notes Receivable-Alona Buddy Ph	3,483.79		5,136.69
1216 Notes Receivable-Midwestern Dri	7,944.50		10,537.03
1219 Notes Receivable-Doering	14,953.11		16,509.73
1220 Notes Receivable-Flower Basket2	12,567.21		14,142.92
1221 Notes Receivable - Swift Machin	0.00		1,826.54
1222 Notes Receivable-JS Repair	9,089.12		9,089.12
1223 Notes Receivable - Hair Connect	3,056.69		3,553.45
1224 Notes Receivable-Whistle	22,561.08		6,993.88
1225 Notes Receivable Raciél's Butch	8,334.98		8,334.98
1226 Notes Receivable - Mi Mexico	19,258.71		20,000.00
1227 Notes Receivable - Timmerman	13,435.77		14,693.37
1229 Notes Receivable-Specsys	17,033.94		24,302.81
Total 1200 RDA Loans Receivable	131,718.90		137,357.95
1300 ELF Loans Receivable			
1301 Note Receivable Zosel	2,286.30		3,383.82
1302 Note Receivable Lee	2,526.20		3,738.68
1303 Notes Receivable Sandstrom	4,250.00		5,750.00
1305 Notes Receivable Honebrink	643.08		1,928.76
1306 Notes Receivable Tenhoff	0.00		200.18
1308 Notes Receivable - Rittenour	1,372.80		1,372.80

	Total	
	As of Mar 31, 2019	As of Mar 31, 2018 (PY)
Total 1300 ELF Loans Receivable	11,078.38	16,374.24
1400 Pass Thru Loans Receivable		
1403 Loan Receivable - GROW	90,000.00	100,000.00
Total 1400 Pass Thru Loans Receivable	90,000.00	100,000.00
Total Other Assets	232,797.28	253,732.19
TOTAL ASSETS	\$718,802.30	\$575,016.94
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 *Accounts Payable	29,227.99	6,427.10
Total Accounts Payable	29,227.99	6,427.10
Other Current Liabilities		
Payable to GROW	0.00	1,845.25
Total Other Current Liabilities	0.00	1,845.25
Total Current Liabilities	29,227.99	8,272.35
Long-Term Liabilities		
ELF Loan - Payable to State	15,000.33	17,748.15
Total Long-Term Liabilities	15,000.33	17,748.15
Total Liabilities	44,228.32	26,020.50
Equity		
3200 Fund Balance	448,970.13	448,970.13
32000 Retained Earnings	261,514.62	123,850.56
Net Income	-35,910.77	-23,824.25
Total Equity	674,573.98	548,996.44
TOTAL LIABILITIES AND EQUITY	\$718,802.30	\$575,016.94

Expenses by Vendor Summary

January - March, 2019

	Total
AACC	145.00
Back Street Media	55.00
Benson Area Chamber of Commerce	50.00
Co-op Credit Union	1,255.73
Hoisington Koegler Group inc.	1,475.00
Jennifer Frost	5,760.91
MAPCED	200.00
Swift County	29,232.14
TOTAL	\$38,173.78

RDA:Budget vs. Actual 2019

January - December 2019

				Total
	Actual	Budget	Remaining	% of Budget
INCOME				
4020 Interest Income-Fin Inst	561.65	660.00	98.35	85.10 %
4025 Interest Income-Loans	867.71	3,600.00	2,732.29	24.10 %
4050 Tax Settlement	833.65	117,000.00	116,166.35	0.71 %
4075 Other Income		79,882.84	79,882.84	
Shared Income - CVEC				
4030 Shared Income-CVEC		49,500.00	49,500.00	
7800 Payments to Affiliates		-24,750.00	-24,750.00	
Total Shared Income - CVEC		24,750.00	24,750.00	
Total Income	2,263.01	225,892.84	223,629.83	1.00 %
GROSS PROFIT	2,263.01	225,892.84	223,629.83	1.00 %
EXPENSES				
6000 Office Expenses		1,200.00	1,200.00	
6050 Postage	4.15	100.00	95.85	4.15 %
6075 Printing		1,000.00	1,000.00	
6100 Computer Services		600.00	600.00	
6300 Advertising/Promotion/Marketing	547.75	492.75	-55.00	111.16 %
6600 Telephone	135.00	1,000.00	865.00	13.50 %
7200 Professional Fees	1,475.00	7,475.00	6,000.00	19.73 %
7300 Filing Fees		500.00	500.00	
7350 Dues & Subscriptions	395.00	2,400.00	2,005.00	16.46 %
7375 Registrations	1,610.00	3,325.00	1,715.00	48.42 %
7500 Miscellaneous		200.00	200.00	
7550 Special Projects		34,113.93	34,113.93	
7600 Bank Charges	12.20	100.00	87.80	12.20 %
7700 Investment Expense		4,950.00	4,950.00	
8000 Insurance		2,750.00	2,750.00	
8300 Travel - Staff	3,520.81	6,000.57	2,479.76	58.67 %
8350 Travel - Board	1,245.88	1,745.88	500.00	71.36 %
8375 Board Mtg Expenses		3,000.00	3,000.00	
County Payroll Reimbursement		117,000.00	117,000.00	
Health Insurance	4,140.00		-4,140.00	
Other Benefits	2,299.41		-2,299.41	
Payroll Taxes	1,393.50		-1,393.50	
PERA Contribution	1,492.68		-1,492.68	
Wages	19,902.40		-19,902.40	
Total County Payroll Reimbursement	29,227.99	117,000.00	87,772.01	24.98 %
Total Expenses	38,173.78	187,953.13	149,779.35	20.31 %
NET OPERATING INCOME	-35,910.77	37,939.71	73,850.48	-94.65 %
OTHER INCOME				
Grant - BBC		75,000.00	75,000.00	

				Total
	Actual	Budget	Remaining	% of Budget
Total Other Income	0.00	75,000.00	75,000.00	0.00%
NET OTHER INCOME	0.00	75,000.00	75,000.00	0.00 %
NET INCOME	\$ -35,910.77	\$112,939.71	\$148,850.48	-31.80 %

3/31/2019

**Swift County Rural Development Finance Authority
Available to Lend**

Available to Lend RDA Fund			
Beginning Balance 12/31/178			\$20,638.90
2019	Loans Disbursed		
	Loan Prin	\$4,770.55	
	Loan Int	\$867.71	
	Bank Int		44.22
218.50 Whistle Stop			
3/31/2019	RDA RLF Funds Available		\$26,539.88

Available to Lend Swift County Fund			
Beginning Balance Dec. 31, 2018		Fed Funds	\$ 361,433.72
2019	Loans Disbursed		
	Loan Prin	\$31,303.45	
	Loan Int	\$4,318.41	
	Bank Interest		
3/31/2019	Federal Funds Available		397,055.58

Available to Lend Energy Loan Fund			
Beginning Balance 12/31/18		\$	2,703.00
ELF Receivable	Loan Prin	\$1,273.92	
	Bank Int		6.17
2019 Grant Returned			
3/31/2019	Balance - No Funds Available to Lend	\$	3,983.09

Available to Operate			
Beginning Balance 12/31/19		\$	203,451.43
Net Change YTD 2019			(2,819.38)
3/31/2019	Balance		200,632.05

Loan	ELF Loan Fund	Origination Date	Original Amount	Interest Rate	Term	Payment Due Frequency	Last Paid Date	PMT Amt	YTD Int	YTD Prin	Outstanding Balance	Payoff Date	Type of Pmt
Zosel's	ELF	4/29/11	\$12,125.00	NA	10 year, beg 3/11	15th	Mar-18	\$91.46	NA	\$274.38	\$2,377.76	4/10/2022	ACH
Lee's	ELF	5/9/11	\$10,975.00	NA	10 years, beg 5/11	15th	Mar-18	\$101.04	NA	\$303.12	\$2,627.24	4/10/2022	ACH
Sandstrom	ELF	11/10/11	\$15,000.00	NA	10 year, beg 2/12	15th	Mar-18	\$125.00	NA	\$375.00	\$4,375.00	2/15/2022	ACH
Honebrink	ELF	9/15/12	\$9,000.00	NA	7 years, beg 10/12	15th	Mar-18	\$107.14	NA	\$321.42	\$750.22	9/15/19	ACH
Rittenour	ELF	5/30/14	\$3,295.00	NA	5 year	20th		\$54.92	NA	\$0.00	\$1,372.80	6/20/2019	ACH
											\$1,607.42	\$11,503.02	

Loan	RDA Loan Fund	Origination Date	Original Amount	Interest Rate	Term	Payment Due Frequency	Last Paid Date	PMT Amt	YTD Int	YTD Prin	Outstanding Balance	Payoff Date	Type of Pmt
Alona Buddy	RDA	7/14/10	\$15,000.00	4.00%	10 years/5 balloon 9/15	1st	Mar-19	\$151.87	\$37.69	\$417.92	\$3,483.79	12/1/2015**	ACH
Doering	RDA	6/8/12	\$24,500.00	3.00%	15 Years/10 balloon 8/22	10	Mar-19	\$169.22	\$114.12	\$393.54	\$14,953.11	8/10/22**	ACH
Flower Basket #2	RDA	9/28/12	\$20,000.00	3.00%	10 years	Annual	Jun-18	\$2,000.00	\$6,000.00	\$0.00	\$12,567.21	7/1/2024	Check
JS Repair	RDA	5/28/13	\$10,000.00	0.00%	10 years/1 balloon 7/16	1st	Jun-16	\$50.00	\$0.00	\$0.00	\$9,089.12	7/1/2023	ACH
Midwestern Drilling, Inc	RDA	9/26/11	\$24,484.00	4.00%	10 years/5 balloon 12/16	15	Mar-19	\$247.06	\$82.29	\$658.89	\$7,944.50	2/1/2017*	ACH
Mi Mexico	RDA	9/20/17	\$20,000.00	4.00%	15 years/10 balloon 12/27	1st	Mar-19	\$147.94	\$194.25	\$249.57	\$19,258.71	12/1/2032	ACH
Whistle Stop	RDA	10/20/2014	\$10,000.00	3.00%	10 years	1st	Mar-19	\$315.06	\$173.07	\$772.11	\$22,561.08	12/1/2024	ACH
The Hair Connection	RDA	5/28/14	\$5,101.00	2.00%	10 year - SCDP match	1st	Mar-19	\$46.94	\$15.69	\$125.13	\$3,056.69	1/1/2025	ACH
Raciel's Butcher Shop	RDA	9/4/2015	\$8,900.00	3.50%	10 years	1st	Oct-16	\$88.01	\$0.00	\$0.00	\$8,334.98	10/1/2025	ACH
Image Xperts	RDA	10/30/2017	\$15,000.00	4.00%	10 years	1st	Mar-19	\$151.87	\$136.49	\$319.12	\$13,435.77	12/1/2017	ACH
SpecSys	RDA	12/31/2017	\$26,091.83	1.75%	7 years (beg. 7/14)	1st	Mar-19	\$649.46	\$114.11	\$1,834.27	\$17,033.94	6/1/2021	Check
											\$6,867.71	\$4,770.55	\$131,718.90

Loan	RLF Loan Fund	Origination Date	Original Amount	Interest Rate	Term	Payment Due Frequency	Last Paid Date	PMT Amt	YTD Int	YTD Prin	Outstanding Balance	Payoff Date	Type of Pmt
Appleton Hardware Hank	RLF Fed	8/10/09	\$50,000.00	4.000%	10 years/5 balloon 7/14	1st	Mar-19	\$506.23	\$39.54	\$1,479.15	\$2,967.72	9/1/2019	ACH
CNH MIF	RLF Fed	9/18/2012	\$400,000.00	1.75%	7 years, beg 10/12	Quarterly	Mar-19	\$15,203.65	\$190.19	\$15,013.46	\$28,742.67	7/9/2019	ACH
McDonald Heavy Industries #2	RLF Fed	12/20/12	\$25,000.00	3.00%	10 years/5 year balloon 4/17	20th	Mar-19	\$253.11	\$114.24	\$645.09	\$10,994.33	4/20/2022	ACH
Northern Geo	RLF Fed	2/27/14	\$125,000.00	3.00%	10 year/7 year balloon	15th	Mar-19	\$1,207.01	\$527.06	\$3,093.97	\$68,209.40	4/15/2021**	ACH
Brink's 104 Club	RLF Fed	5/22/14	\$40,000.00	2.50%	10 year	20th	Mar-19	\$377.08	\$147.23	\$984.01	\$22,900.76	8/1/2024	ACH
Brink's Beer Joint	RLF Fed	10/7/09	\$20,000.00	4.00%	10 years/5 balloon 11/14	1st	Mar-19	\$202.49	\$17.92	\$589.55	\$1,398.78	12/1/2019	ACH
JAX K-BID	RLF Fed	1/16/13	\$26,100.00	3.00%	10 year/5 year balloon	1st	Mar-19	\$264.25	\$0.00	\$150.00	\$20,157.08	3/1/2018**	ACH
R&R Outdoors	RLF Fed	8/15/13	\$11,000.00	4.00%	10 years	15th	Mar-18	\$111.37	\$0.00	\$0.00	\$8,564.33	11/15/2023	ACH
Headwaters Media, LLC	RLF Fed	2/28/14	\$30,000.00	3.50%	10 years	15	Mar-19	\$296.66	\$147.03	\$742.95	\$16,307.26	4/15/2024	ACH
Lamecker General Store	RLF Fed	3/14/14	\$32,000.00	3.00%	15 year/10 year balloon	15th	Mar-19	\$220.99	\$177.75	\$485.22	\$23,374.58	5/15/2024**	ACH
Do Mat's	RLF Fed		\$125,000.00	3.00%	10 years	15th	Mar-19	\$1,207.11	\$764.95	\$2,856.38	\$100,046.72	12/15/2026	ACH
Mi Mexico	RLF Fed		\$105,000.00	4.00%	15 years	1st	Mar-19	\$776.67	\$1,019.83	\$1,310.18	\$101,108.37	12/1/2027**	ACH
Ace Ag	RLF Fed	8/15/18	\$81,398.64	2.50%	11 years	15th	Mar-19	\$1,000.00	\$477.43	\$2,522.57	\$74,706.64	Jun-26	ACH
Appleton Power Equipment 2018	RLF Fed	10/31/18	\$70,000.00	4.00%	10 years	1st	Mar-19	\$708.72	\$695.24	\$1,430.92	\$68,569.08	Dec-28	ACH
											\$4,318.41	\$31,303.45	\$548,047.72

**Swift County RDA
Executive Director's Report
4/5/2019**

#501

100 Business Contacts

101 Entrepreneur Contacts – SBDC referrals to two entrepreneurs. 1 in Kerkhoven, 1 in rural Kerkhoven.

200 Committee/Board Activity

201 RDA/GROW Board questions – Requested and received legal opinion re: RDA & GROW structure/function from Don Wilcox based on questions that arose last meeting.

202 BBC (Blandin Broadband Communities) – Attended several meetings to plan and roll out the BBC Weld Training program with CNH, as well as Digital Marketing Consulting project. *Next BBC steering committee meeting will likely be 4/22/2019 to ensure we are moving forward with new projects and PCs for People in June.*

203 Swift County Commissioner 3/5/2019 Presented One-Time Funds Review to County Board along with the Signage Draft.

204 Kerkhoven City Council/Kerkhoven EDA – “Jump Start Kerkhoven” - Sent program information to City Clerk and EDA President. This is something the City of Hutchinson did back in 2013-2014.

205 Website Updates – engaging Stephanie Smith in 4-H/Extension to spend 4 hours (10% of her time) per week on website updates in line with a new Placemaking Content Strategy with Golden Shovel.

300 Loan Activity

301 Loan Reports - Prepared quarterly loan reports, and filed ARRA quarterly report for Energy Loan Fund with MN Dept of Commerce

400 Financial Activity

401 RDA & GROW Financial Reports - Completed Quarterly Financial Reports for board members

500 Incentive Activity

501 Tax Abatement – emailed County tax abatement policy to someone interested in requesting abatement from City of Benson and Swift County to assist with the development of two 4-plexes.

502 GROW Building – The County is still evaluating their need/desire for the GROW building. We continue to receive inquiries about the building from local businesses, but there is also a bill that will match \$50,000 toward co-working sites in rural Minnesota. If this passes it could pose another grant opportunity to layer into a vitality center to promote economic development opportunities. Something to think about.

600 Goals & Strategic Activity

601 Housing Institute – Met with Barbara Dolan, MHP as part of our technical assistance contract to purchase Gra-Mar, and in regards to our Housing Institute project. We are close to hiring a USDA approved contractor to do a capital needs assessment of Gra-Mar, and we are looking at two Federal Home Loan Bank applications: 1. Owner-occupied rehab to expand a “Small Cities-Like” program throughout Swift County (10 homes min – 20 homes max), and 2. Acquisition-Rehab program for the HRA to acquire and rehab single family homes in Swift County for rentals. I would write the grants and if successful will receive payment based on hours spent on the grants.

602 RDA Website enhancements/activity – 2 Profiles and a new Social

Media/Outreach plan: Kerkhoven’s web profile is underway and has been sent to the city clerk. DeGraff’s is now beginning and the City referred me to a resident to work with to mock up the site. DeGraff does not already have a site so it’s a more robust process than Kerkhoven and Murdock.

Latest Stories: [Claire Goff profile](#) and [Glacial Grain Spirits](#) are pending Jen’s approval and part of the new social media/outreach plan.

603 Key Industries: International Biomass Conference & Ag New Uses Forum

- Jen attended both the Biomass Conference and the Ag New Uses Forum in March. The Biomass Conference provided some policy and light technical overview of the anaerobic digestion system Brightmark is proposing to utilize in Benson, and the [Ag New Uses forum](#) presented a fun Reverse Pitch Session, and was a great networking opportunity. I learned of an Anaerobic Digester policy event in Minnesota taking place in April, from an AURI staff person. After discussing with Rob, and he discussed with someone from the Great Plains Institute, a representative from Brightmark was invited to speak. Both events were well worth the investment in contacts made and knowledge gained.

604 BRE Training & Plan – Jen Attended BRE Training in February and implementing an on-going program and engaging our community is key to being successful in many of our goals. With that in mind, I’m undertaking 2 strategies: 1. *Portfol* – dual CRM, deal management/ loan database (RDA had a contract in 2005, which was discontinued in 2009, and I’ve inquired about restarting it. 2. Formation of a BRE Committee to take web training in the fall September - November 2019. This will put us on pace to start a new BR&E in early 2020.

605 Gateway Signage – Final Report – Committee meeting to formalize strategy on 4/9/2019

WILCOX LAW OFFICE

Professional Association

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March 18, 2019

Jennifer Frost
Swift County Rural Development Authority
P.O. Box 207
Benson, MN 56215

Dear Jen:

You have asked for my legal opinion as to various issues regarding the organization of Swift County RDA and its relationship with GROW. There are a number of questions that should be addressed, not the least of which is what economic development bodies should be continued or created.

Swift County presently has a Rural Development Authority and a Housing and Redevelopment Authority. The powers of these entities are described in Minnesota statutes but in both cases these powers are not broad. However, Minnesota Statutes Section 469.182 gives the county the power to create an Economic Development Authority which would have a wider range of economic development powers. The functions of the RDA could then be absorbed by the EDA effectively eliminating the need for a separate RDA. In addition, the present powers of the HRA could, if approved by the county and the HRA, be given to the EDA. Alternatively, in lieu of creating an EDA, the county could grant to the HRA the EDA powers specified in sections 469.090 to 469.1081 of Minnesota Statutes. This expanded HRA could also then absorb the functions of the RDA.

While, on the face of it, it seems that having one entity charged with all aspects of economic development should result in more efficiency, in actuality the functions currently carried out by the HRA are, to a great extent, different from other economic development functions. Different expertise is needed to administer these differing functions and, as a result, the efficiencies may be no better than what would be realized with an HRA and EDA separate from each other. Furthermore, the economic development functions currently carried out by the RDA would, if absorbed into an HRA with EDA powers, lose a significant amount of independence. All economic development would fall under the control of the HRA board which would have to be able to make judgments about housing issues as well as broader economic development issues. I believe that this would not be a very good use of resources.

I was actually involved in the initial incorporation of GROW as a non-profit corporation in 1988. At that time the idea was to create an organization, separate from any governmental agency that could be a tool for economic development in the area in a way similar to the Benson Industrial Development Corporation. As you have noted, the mission of GROW has blurred over the years and now, though it is still a non-profit corporation, it exists as an entity wholly controlled by the RDA. In my opinion, there is little reason for GROW to continue in that form. Only by being truly independent from the RDA, or from an EDA if created, can it be a useful tool. As long as it continues as such an indistinguishable part of the RDA it cannot qualify as a Local Development Organization. Furthermore, all of its activities are subject to the Minnesota Open Meeting Law in the same manner as the activities of the RDA.

One way an independent GROW can be a useful tool is by it becoming an LDO. While it is not required that CDBG-ED funds be administered through an LDO, DEED strongly recommends that local governments with CDBG-ED RLFs consider doing so since it would lead to a decrease in the administrative burden on local government to comply with CDBG requirements and enable the program to operate more efficiently and outside the requirements of the Open Meeting Law. However, GROW can only qualify as an LDO if it is independent. The current use of a shared board makes that impossible. There are, of course, other requirements that must be met to qualify as an LDO but it appears that those requirements are attainable. First, GROW must be organized under state or local law to serve the community/economic development needs of the communities. Second, it must be a non-profit corporation under Federal law. That would require an application for 501(c)(3) status under the Internal Revenue Code but I see no reason why such an application would not be approved. Assuming those requirements are met, an LDO Designation form must be submitted to DEED. There are some negatives to this arrangement of which you are aware, primarily the loss of oversight by the RDA. However, the question is whether the benefits of being freed from the CDBG requirements and the Open Meeting Law requirements outweigh the loss of control.

Although there are instances where the Open Meeting Law requirements apply to non-profit corporations, I believe that GROW could be operated without having to comply with those requirements. Minnesota Statutes section 465.719, among other things, makes the Open Meeting Law applicable to corporations created by a political subdivision before May 31, 1997. Since GROW was created privately it is not directly affected by this law. However, because it has evolved into a quasi-public entity and is fully integrated with the RDA there is no question that its activities are now covered by the Open Meeting Law. If that control is eliminated and the GROW board is independently operating the Open Meeting Law will no longer apply.

Jennifer Frost

(3)

March 18, 2019

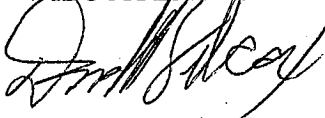
Returning GROW to an independent status does not necessarily mean that all connections with the county must be severed. I believe that it would be permissible to provide the services of a county employee to staff GROW but that should be done through a written agreement that spells out what services are being provided. This agreement could also address transparency and coordination issues but care would have to be given to make sure that control of the corporation is not retained by the county.

In summary, it is my opinion that the most effective way for the county to conduct its economic development activities is by creating an Economic Development Authority separate from the HRA. The RDA would be absorbed into the EDA and GROW would be separated from the RDA and exist as an independent non-profit corporation formed for the purpose of assisting with economic development. GROW could also be used as an LDO if desired and if the proper steps are taken to qualify it as an LDO.

If you have additional questions or if you want to discuss these topics further please let me know.

Very truly yours,

WILCOX LAW OFFICE/P.A.



Donald A. Wilcox

DAW:kw



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DATES

April 12 – May 13

Orientation:

Fri., April 12, 5:00-10:00 p.m.

Hands-on:

Saturdays, 8:00 a.m.–5:30 p.m.

Sundays, 8:00 a.m.–4:30 p.m.

NO FEE

Equipment and materials provided by CNH Industrial. Participants must provide own steel-toed shoes.

LOCATION/FORMAT

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FOR MORE INFO

www.swiftcountyrda.com/weld

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Economic
Gardening



Swift County
Small Business
Opportunities

Swift County was named a Blandin Broadband Community in June 2018 and has embarked on a two-year process to advance local broadband initiatives. For more information, visit <http://www.swiftcountyrda.com/blandin-broadband-grant>

Want to WIN \$1,500 of Digital Marketing Consulting for your Business?



Grant funding for the broadband initiative will allow seven small business owners to receive hands-on consulting from Molly Solberg from MAS Marketing to grow their revenues and build brand awareness through affordable website and social media strategies. Those selected will receive an assessment, customized work plan and hands-on guidance through completion.

Molly Solberg has 17 years of experience in marketing, public relations, sales, social media and digital marketing. She loves to train businesses to market themselves and gives them the tools and training to do so.

Molly is also the founder of the Social Media Breakfast Twin Ports (#SMBTP), a group with over 650 members. SMBTP is made up of large and medium corporations, small and micro businesses, students, universities and entrepreneurs.

3 Easy Ways To Apply: *Deadline is May 5, 2019*

Online: <http://www.swiftcountyrda.com> to download the Marketing Application at the Blandin Broadband Grant tab

Click Here to Fill Out the Online Application

Email:

Scan and send completed application by email to rda@co.swift.mn.us

Mail:

Send completed application by mail to:

Swift County RDA
Attn: Marketing Contest
301 14th St N
PO Box 207
Benson, MN 56215



Economic
Gardening
Expanding your ability to grow

One-Time Funds in Action

Swift County One-Time Funds: \$116,224.97

Jennifer Frost, Executive Director
Swift County RDA

2018 has been a productive year, thanks in part to the support of the One-Time Funds option.

The Swift County RDA was created in special legislation and we want to thank the legislature for their continued commitment to our organization's mission and to initiatives aimed at growing our local economy and improving the quality of life for all our residents. We could not do what we do without your support of community and economic development programs.

Highlights

Here are some of the exciting activities the One-Time Funds have enabled Swift County to tackle in in 2018:



Blandin Broadband Communities - \$37,224.97

BBC Projects

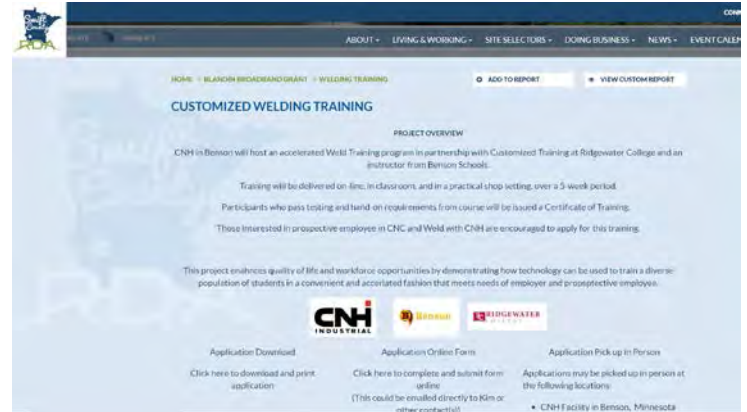
In July, Swift County RDA applied for Swift County to become a Blandin Broadband Community and was one of three communities chosen to participate. **Included in the application Swift County RDA pledged at minimum \$25,000 of Swift County's One-Time Exception Funds to leverage \$75,000 of BBC program funding.** The program is two years long and provides the planning assistance to help us reach our community technology goals. Included in the program is free registration to the Minnesota

Border to Border Broadband Conference, 50 desktop computers for families in need provided thru PCs for People, and \$75,000 to fund projects. Community members have proposed five projects so far:

1. **Digital Marketing for Small Business – One-on-One Consulting,**
2. **Swift County 4H App Development Training,**

3. Accelerated Welding and CNC Training hosted by Case in Benson and partnering with Ridgewater (online & shop instruction to lead to credential),
4. Digital Community Calendar development (county-wide)

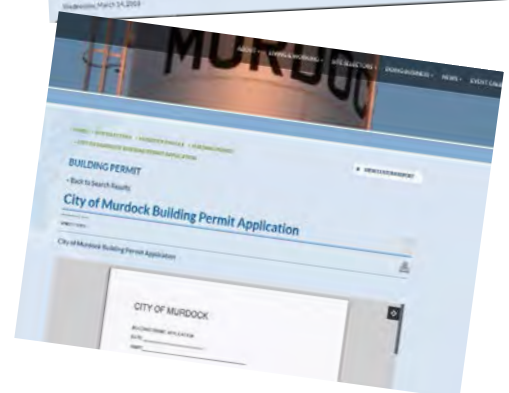
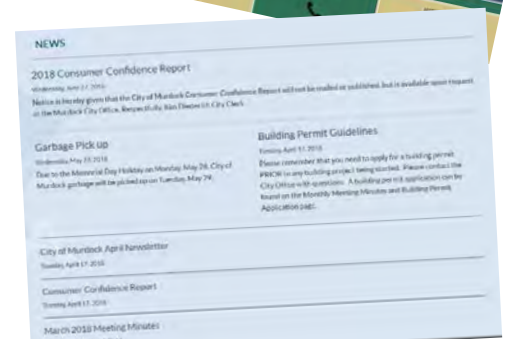
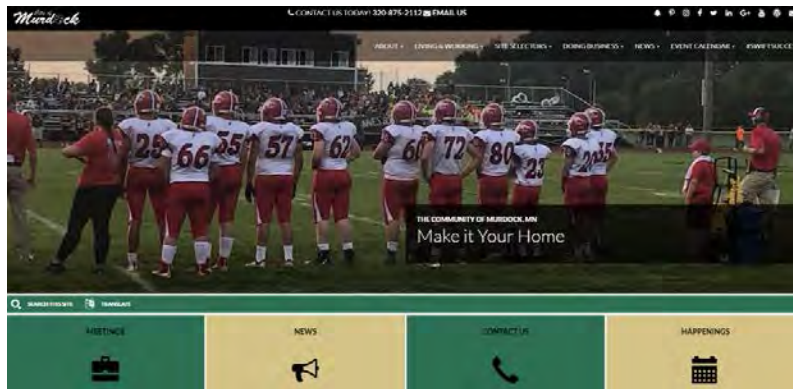
The first projects are still in the planning stages and will begin rolling out in March 2019.



Website Development

As part of the RDA's goal to build on our **Border to Border Broadband** resources, we have decided to add dynamic community profile pages to our website.

- These pages will provide more in-depth information on each Swift County community to help inform newcomers and prospective businesses about the community.
- These profile sites may also serve as a standalone website with unique web address for cities who do not currently have websites.



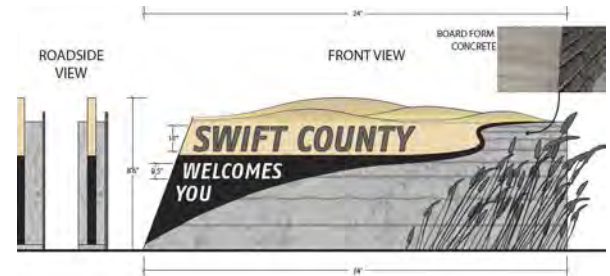
Additionally, the One-Time Funding has provided funding for the development an enhanced Swift County Government website. With updated content and functionality, the goal is for people visiting the County and city websites to know that Swift County has border-to-border broadband and we are truly “enterprising by nature”!

Enhancing the Built Environment - \$60,000

Gateway and Wayfinding Signage

In the Fall of 2018 the RDA undertook an effort to build community pride in our county assets and welcome newcomers to Swift by undertaking a Gateway and Wayfinding signage project. Since October, a working committee has met to come up with a signage plan that:

1. Promotes our County Parks, County Fairgrounds, and
2. Directs & Welcomes highway travelers into the county



We plan to leverage One-Time Funds with additional dollars from grants and fundraising to complete two signs by June 2020, and an additional one per year until we have secured the first targeted five signs.

Looking Ahead



The One-Time Funds provided a 'good hand' the second half of 2018 and we look forward to achieving additional strategic goals with our One-Time Funds.

Economic Gardening - \$19,000

Key Industries - Swift County RDA will continue partner with our cities to promote our key assets and opportunities in **Agriculture** and **Biomass**, to include marketing collateral and trade show exhibits.

Business Retention and Expansion (BR&E) – For 2019 Swift County RDA is investing in training and relationship management software to revitalize and manage its Business Retention and Expansion program to better serve our businesses and our communities.



Jump-Start Downtown

Contest Rules

Sponsor/Partner Logo Space: City of Kerkhoven, Kerkhoven EDA, Swift County RDA, Southwest Initiative Foundation, Kerkhoven Banner, BackStreet Media,

Eligibility

Jump-Start Downtown is a business plan competition for people 18 years of age or older who are interested in starting or relocating a business to Main Street Kerkhoven by January 14th, 2020.

Any type of business is eligible, from hi-tech office services to gift shops, provided that it fits within existing downtown zoning requirements.

Businesses entered cannot be already located in the “downtown area” (i.e. within eight blocks of downtown, as described below) at the time of entry into the competition. For

purposes of this contest, the boundaries of the downtown area are defined as Define Perimeter Streets and include Map

Contest Prizes

- ✓ \$10,000 in start-up capital
- ✓ Building to locate, subject to purchase agreement, (\$xx,xxx value)
- ✓ Up to a \$2,000 grant for signage and / or awning
- ✓ Free business assistance from the Southwest Initiative Foundation.
 - Business plan development
 - Technical assistance & business training
 - Pre-approved financing, subject to credit history and collateral coverage.
- ✓ Free business coaching from the Small Business Development Center
- ✓ Marketing assistance
 - Free one-page website & Social media campaign from MAS Marketing (\$2,500 value)
 - Free business start-up design package from MAS Marketing or Kerkhoven Banner (\$1,000 value)
- ✓ Advertising
 - Ad package from Kerkhoven Banner (\$2,400 value)
 - Ad package from the Benson radio (\$1,010 value)
- ✓ 1-year Chamber of Commerce membership (\$755 value)
- ✓ 1-year Industry membership (\$200 value)
- ✓ Total prizes valued at more than \$20,000!

Entry

The **Jump-Start Downtown** business plan contest will be comprised of three rounds:

Round 1 – Idea Submittal (Due by 4:00 PM, June 24th, 2019)

Applicants must submit the following:

1. Contest entry form
2. A single 8 ½" x 11" page containing
 - a. Name of proposed business
 - b. 1-2 sentence description of the proposed business
 - c. 1-2 paragraph summary explaining the perceived market opportunity, how the business will take advantage of that opportunity, and how the

business would fit into the existing mix of downtown businesses. (i.e. would it compliment or compete with existing businesses)

The contest judges will select the best ideas submitted to go on to Round 2 and notify them on July 1st

Round 2 – Business Plan (Due by 4:00 PM, August 5th, 2019)

Contestants must prepare a detailed business plan, not to exceed 30 pages, that includes the following sections:

Executive Summary
Business Description
Timeline
Competition / Market Analysis
Marketing Plan
Management Plan
Financial Plan
Resume(s) of Owner(s)
Downtown Needs

Please refer to the Evaluation Criteria for additional details on how the business plan will be scored.

The contest judges will select the best business plans submitted to go on to Round 3 and notify them by August 12th.

Round 3 – Oral Presentation and Q & A with judging panel (August 19th, 2019)

Finalists will do a 10-15 minute oral presentation of their business plan before the judge's panel and stand for questions.

Judging

- A panel of judges with small business expertise will evaluate each business plan based upon the criteria listed on the Business Plan Scoring Sheet.
- At their sole discretion, the sponsors of **Jump-Start Downtown** reserve the right to accept or reject any business plan.
- Participants retain all rights to their business plan at all times.
- Judges will review the business plans with strict confidentiality.

- If business plans submitted do not sufficiently meet the evaluation criteria as determined by the judge's panel, prizes will not be awarded.
- All decisions by the judges are final.
- Winner will be announced following the Oral Presentation and Q & A with the judging panel on August 19th.

Additional Contest Provisions

The winner must locate their business on Main Street of Kerkhoven at address of Grocery Store.

The \$10,000 cash prize will be structured as a forgivable loan, the forgiveness of which is contingent upon the following:

1. The proposed new business opens by January 14th, 2020.
2. Contest winner agrees to 12 months of business coaching via the Southwest Initiative Foundation or Small Business Development Center.

Evaluation

Please refer to the Business Plan Scoring Sheet

***Questions? Call Name at the Kerkhoven Economic Development
Authority at xxx-xxx-xxxx***

2019 Placemaking Content Strategy for Swift County

Swift County should be known for:

- #1 Enterprising
- #2 Entrepreneurial and innovative
- #3 Active lifestyle
- #4 Friendly and welcoming
- #5 Border to border broadband

The spirit of Swift County can be described as:

“Enterprising by nature”

- *A big Ag county with natural amenities, state parks
- *Hardworking, innovative, entrepreneurial, creative
- *Making the most of what we have
- *Going after things and succeeding!

Misc.

Telecommuters in the country, etc.

Branding Statement:

Swift County is welcoming, enterprising and has abundant beautiful natural resources. A strong entrepreneurial & cooperative spirit drives our innovative businesses to excel and compete globally. Our residents enjoy active lifestyles and are proud of their friendly, vibrant communities.

#1 Introductory article

Swift County is Enterprising by Nature

Article introducing the community, including the four key points above. These are things that embody the spirit of the community and will be presented in a way that promotes Swift County's economic development goals.

Focus on how Swift County has a history of getting things done. Homesteaders got their 40 acres and worked hard. Broadband all throughout the county. Everyone works to get things done. Each of the three points will be elaborated on, explained, and described.

Include Motto:

Swift County... Enterprising by Nature

This motto supports the branding statement and represents the spirit of entrepreneurship that has been a cornerstone of Swift County's pioneering perseverance since its establishment with the railroads. It puts emphasis on our abundant natural resources that drive Swift County's ag economy, and which businesses, residents and tourists have access to as resources and recreation. It alludes to the innovations and technologies being utilized in the energy/environment and agribusiness sectors in Swift. And it symbolizes the dynamic energy and work ethic (workforce) that drives the people in Swift to be successful.

All future content will tie into these main points or factors that define the community.

Success Story Creation

Each success story should focus on one of the community's three key defining points, but do so through storytelling, rather than statistics. Through stories, readers can visualize what life is like in a community, what opportunities are available, and how they could benefit from living and working there.

#2 "Swift County Can Be a Hub for the Biomass Energy Industry"

Discuss what the industry is, that Jen went to a biomass conference, and that Swift County is trying to recruit CA company. Highlight why Swift County is the ideal location for a biomass energy hub.

#3 “Swift County Entrepreneurs are Seizing Growth Opportunities”

Focus on the spirit of the community (enterprising) and how entrepreneurs are embodying that spirit and using the local energy to grow their businesses. We can also include information on available grants or incentives. Please recommend an entrepreneur or small business owner that can be interviewed for this article.

#4 “Outdoor Recreation Makes for a High Quality of Life in Swift County”

Highlight the many outdoor activities and amenities that make it so enjoyable to live in Swift County. We will use this article to focus on the active lifestyle available in the area and to draw people to the community who want those same benefits.

#5 “Swift County Plays a Major Role in Growing Spirits Industry” – In progress

Demonstrate how Swift County is enterprising by nature in that local farmers are able to use their crops to feed a growing spirits industry.

Glacial Grain Spirits will be interviewed for this article. GGS is “enterprising by nature” because they are using corn grown here, making spirits here and creating opportunities to have fun here.

#6 “Why Professionals are Choosing to Grow their Careers in Swift County” – in progress

Interview a local professional who has moved to the area and achieved career success by doing so. This article will be on Claire Goff.

#7 Young professional success story

We will also explore the opportunities that a young professional has had to advance their career in Swift County that they may not have had elsewhere. We will also describe why they enjoy living in Swift County. **Do you know anyone we can interview for this?**

#8 “Swift Businesses Are Leveraging Border to Border Broadband to Grow”

We can highlight companies who do work outside the area and rely on good broadband to do it. For example, a local marketing company, business who sells products online, someone who imports or exports products overseas, etc. – all of them need a strong internet connection to make it easier or even possible to operate their business. **Do you know anyone we can interview for this story?**

#9 Interview with the Executive Director or a board member

Interview ED and any board members who would like to discuss what makes Swift County special, its' key assets, strengths, and why people and businesses are choosing to locate there. This is their opportunity to highlight key projects, initiatives, successes, and to set the vision for the future.

#10 “Telecommuters Are Choosing to Live in Swift County”

Use this article to highlight the border to border broadband available in the county and how it makes working from home easier. We will also cover the quality of life benefits that make people choose Swift County for their home. **Do you know any telecommuters that we could interview?**

#11 “Swift County Welcomed My Family and My Business”

Demonstrate how welcoming and friendly people in Swift County are by interviewing a business owner who originally lived outside of the area. This can be someone who recently moved or someone who came to the county years ago. Their quotes will relay this important message regardless of when it happened. **Who can we interview for this?**

#12 Save for a Business Recruitment Story

Let's reserve an article for a success story about a new business coming to town. In that story we will highlight why they chose Swift County and use it to reinforce our main messaging points

-

#1 Enterprising

#2 Entrepreneurial and innovative

#3 Active lifestyle

#4 Friendly and welcoming

#5 Border to border broadband

From: Jennifer Frost
To: [Rob Wolfington](#)
Subject: FW: [New post] Bill to support coworking space in rural MN (HF2419) is introduced
Date: Friday, March 22, 2019 9:33:00 AM

Want to go in together on a co-working space in Benson? I'll provide the building. ☺
Encourage this bill while you're down there lobbying. - Jen

From: Blandin on Broadband <comment-reply@wordpress.com>
Date: March 21, 2019 at 9:54:41 AM CDT
To: jennifer.frost@co.swift.mn.us
Subject: [New post] **Bill to support coworking space in rural MN (HF2419) is introduced**
Reply-To: Blandin on Broadband
<comment+2r6solsjb8g4vcc0_rn0z5@comment.wordpress.com>

SWIFT COUNTY SECURITY NOTICE:

This email originated from an external sender. Use caution before clicking on any links or attachments.

Ann Treacy posted: "Today HF2419 was introduced at Jobs and Economic Development Finance Division Committee. It's a bill for a \$50,000 matching grant for a coworking space. It's about creating a technology hub in a community. It was moved over to Ways and Means. The goal "

Respond to this post by replying above this line

New post on Blandin on Broadband



[Bill to support coworking space in rural MN \(HF2419\) is introduced](#)

by [Ann Treacy](#)

Today [HF2419](#) was introduced at Jobs and Economic Development Finance Division Committee. It's a bill for a \$50,000 matching grant for a coworking space. It's about creating a technology hub in a community. It was moved over to Ways and Means.

The goal is to provide funding to support coworking spaces in rural Minnesota. You can see the video of the brief discussion...



And/or read my brief notes... [Read more of this post](#)

[Ann Treacy](#) | March 21, 2019 at 2:54 pm | Categories: [Conferences](#), [MN](#), [Policy](#) | URL: <https://wp.me/p3if7-4Zu>

[Comment](#) [See all comments](#)

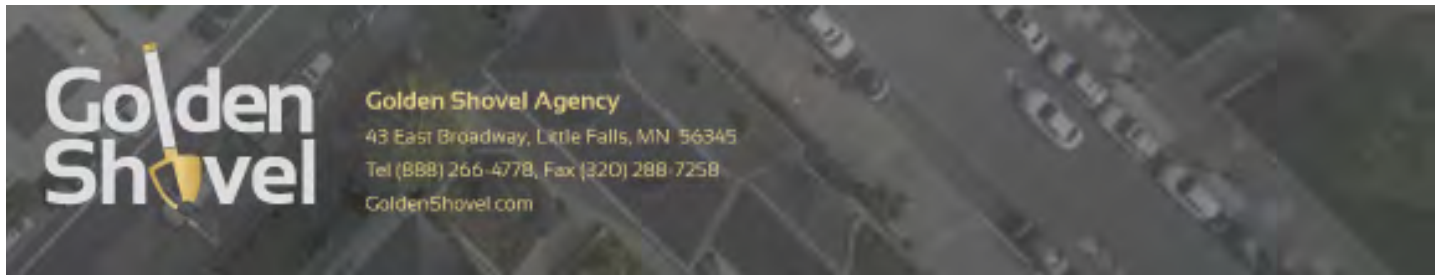
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<http://blandinonbroadband.org/2019/03/21/bill-to-support-coworking-space-in-rural-mn-hf2419-is-introduced/>

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Meet Claire Goff – a Marketing & Communications Coordinator Growing her Career in Swift County

Claire Goff is the Marketing & Communications Coordinator for Chippewa Valley Ethanol Company, a farmer-owned business in Swift County. She is responsible for the branding and identity of the CVEC and CVEC owned, Glacial Grain Spirits, handling the appearance and tone of information and the traditional and digital marketing strategies for both entities. We wanted to learn about her experience as a marketing manager and what she loves about working and living in Swift County. Here is what Claire had to say –

Q: What inspired you to go into your career?

A: My education and background is in Graphic Communications and Mass Communications. This marketing position seemed like a natural fit for my skills and interests. I knew I wanted to head in the direction of graphics and visual communication as early as high school.

Q: Why did you choose to work in Swift County?

A: This is the community that I grew up in from the time I was three. I had a great childhood here and didn't really appreciate that until I left for college. Looking for a career where I could stay in the area and give my children the same experience motivated me to find a job in Swift County and I am happy that I have!

Q: What career opportunities have you had in Swift County that you may not have had elsewhere?

A: The career opportunities I've had in Swift County have been very diverse. In our small community, personality, work ethic and willingness to learn new things gets you further than maybe in a bigger town or city that may just focus on formal education. People really looked out for me and genuinely wanted me to succeed in any position I had the skills for.

Q: What are your future goals?

A: My professional goals include being an asset to Chippewa Valley Ethanol and Glacial Grain Spirits. Much like CVEC has done for a lot of our long-term employees, I hope I can create a stable life for my family as an employee and continue to be a part of this growing business.

Q: Is there anything the community can do to support you and to help you achieve that goal?

A: I feel like the best community support is shown through positive city/county officials and decisions made that are best for the community as a whole. If the officials are doing what they can to improve our opportunities, schools and safety, then I feel supported and our county is a place where businesses and families can thrive.

Q: You said that you wanted to raise your family in Swift County. Tell us about them?

A: I am married to my (Benson) high school sweetheart, Brian, and we have one daughter, Audra, who's looking forward to being a big sister this year too! We have a dog, Otis who is just as important of a family member as the rest of us!

Q: Why did you and Brian choose to raise your children in Swift County?

A: This is home to me. I know what it's like to be a child raised in Swift County and so does my husband- we wanted all those experiences for our kids too! Everything is so accessible- from parks to an outdoor pool, multiple sports and organizations to be part of, genuinely good people to have positive influences on your children, a lake in every direction for a short drive- are all the small things that made my childhood memories the best. I hope my children can enjoy things like the bakery, fishing off the bridge, being able to bike "across town," the Swift County Fair and much more!

Q: What fun/recreational things does your family enjoy?

A: My husband and I have always like to fish and hunt. We spend a lot of our time outside- riding bikes around town, going to the parks and the pool, going for boat rides on the lake or 4-wheeling at the family farm and hosting summer grill outs for friends! We've also loved the addition of the dog park for Otis!

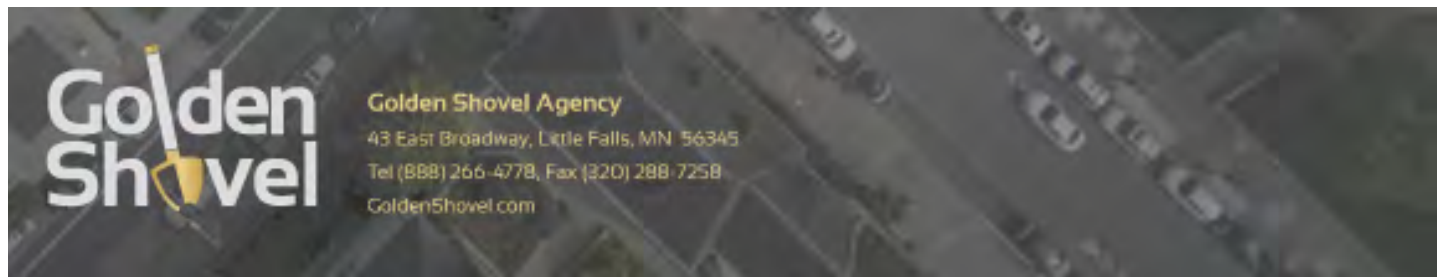
Join Claire and Brian Goff in Discovering Swift County

Swift County is an enterprising community where it is possible to make your dreams a reality. Whether those are dreams of having a successful corporate career like Claire, starting a business or finding a friendly place to raise a family – Swift County has what you are looking for!

Picture:
<https://drive.google.com/file/d/0B0xOjf6x3PMTdTRnemZKMTIMZOJES0tKQjBkRkxWZUJzcmdn/view?usp=sharing>

Snippet: Claire Goff is growing her career and living the dream in Swift County!





Swift County Can Be Proud of Farmer-Owned Glacial Grain Spirits

Glacial Grain Spirits (GGS) is producing high-quality alcohol that is being used by manufacturers throughout the United States. If you have sipped American vodka or used hand sanitizer, there's a chance you're using an end product that started as corn grown in the fields in and around Swift County. This is the magic of Glacial Grain Spirits and their parent company Chippewa Valley Ethanol Co. – they have created a way for locally grown crops to be utilized in a number of different ways – strengthening farmers and our economy in the process.

When GGS began in 1998, there was a poor ethanol market, so the company was looking to diversify. When the fuel ethanol market (CVEC) is down, the industrial grade alcohol (GGS) market is up. GGS allows them to take advantage of that, creating financial balance for the company and its shareholders (local farmers) in the process. This resulted in the corn basis being raised in the area and a greater demand for local crops. As a whole, the local community has benefited as well. When ethanol production was brought to the area, it brought jobs, higher corn prices and diversity to Swift County's economy. Since GGS is farmer owned, this provided greater stability to Swift County's agricultural community as well.

Being farmer owned means that their producers who provide the corn have a vested interest in the company and its' success. Their shareholders supply one bushel of corn for each share owned. Because farmers are the suppliers of their feedstock, there's a sense of pride to produce high quality yields. Additionally, being farmer owned is a great way for shareholders to connect with the farming economy in Swift County and the surrounding area.

Locals can take pride in the success of Glacial Grain Spirits and the farmers who make their success possible. One way the community can show support is to follow GGS's social media pages and ask local bartenders and liquor stores to carry the spirits featured on their page, since they are all made using GGS alcohol. "We know our county is made up of great people who, when they get behind a business, product or a great cause, can make a huge impact for that business," said Claire Goff, Communications and Marketing Coordinator for CVEC and GGS.

Why Glacial Grain Spirits is Located in Swift County

There are several location advantages that contribute to GGS's success in Swift County. The close proximity to their farmer shareholders makes it easy for the company to communicate with farmers and for farmers to deliver their corn. Additionally, the company benefits from convenient highway and rail access. GGS sells, most commonly, 200 proof alcohol to beverage companies/distilleries in various quantities ranging from the minimum of 270 gallons up to rail car quantities which is approximately 28,000 gallons. With such large quantities being sent to distilleries throughout the country, ease of access is important for GGS and for their customers. Swift County's airport is also an advantage since vendors, customers and industry experts travel from all parts of the nation and the world to visit GGS's plant.

From an employee perspective, Swift County has provided a steady pool of talent that has enabled the company to grow. With the average employee staying for over 13 years, employee retention is also high. "Swift County has a great hospital and school system that has helped incentivize employee retention as well," said Claire.

Additionally, they have benefited from the state and local support that is available for companies looking to grow in Swift County. CVEC, the parent company of GGS, accessed tax increment financing during the startup of the company. They also receive incentives from the state per gallon produced to encourage ethanol production and success in the state of MN. The state also provided the JOBZ program.

More information

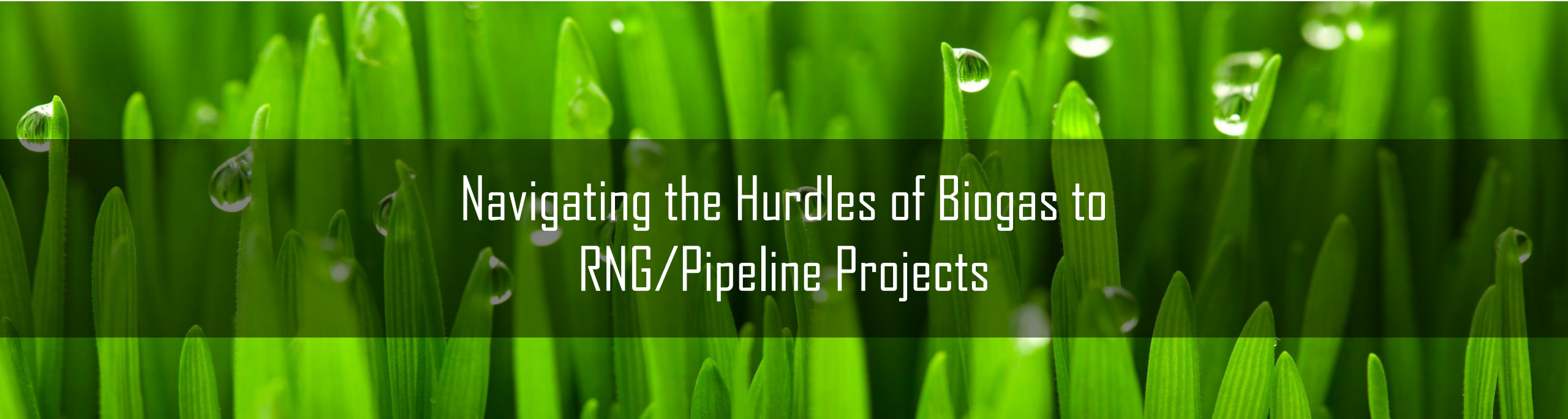
Companies who are interested in learning more about the incentives offered in the state of Minnesota or the strategic advantages of locating in Swift County should contact Jennifer Frost at jennifer.frost@co.swift.mn.us.

Picture:

<https://drive.google.com/file/d/0B0xOjf6x3PMTMWfKSm9UaDZ0b0RXcVhaT1M3TzNVUWtyc0Y4/view?usp=sharing>

Snippet: Did you know that Swift County's farmer-owned Glacial Grain Spirits is making alcohol used in household products? Learn more about the company here?





Navigating the Hurdles of Biogas to RNG/Pipeline Projects

2019 International Biomass Conference & Expo

Audits of
Over 160
Biofuel Plants
in **20 Countries**



Over
2.6 Billion
Gallons of Biofuel Capacity
Under Management



Over **74**
Producers
have enrolled in the
RIN Compliance
Program

Why EcoEngineers?

Assisted
Registration
& Preparation
for more than
90 LCFS
Pathway Projects

One of the **FIRST**
USEPA Recognized
RIN Quality Assurance
Programs

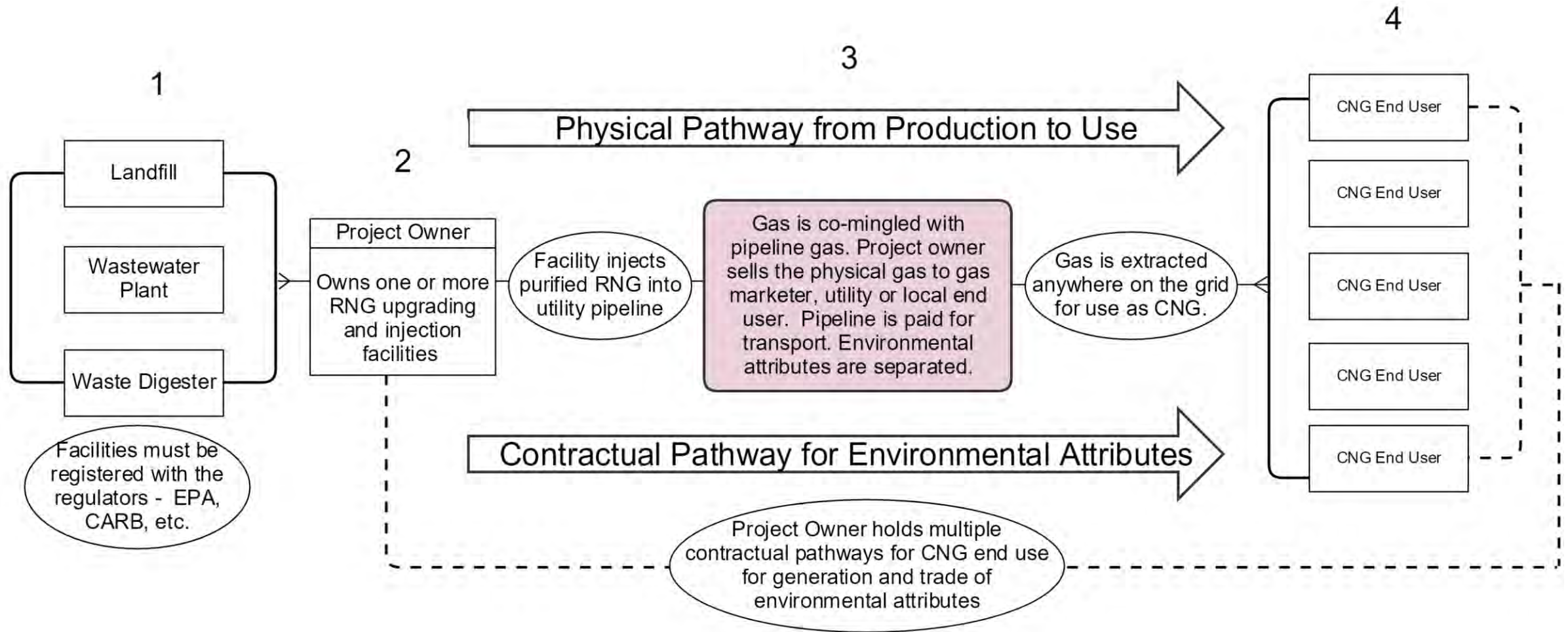


Transacted over
3.1 Billion
RINs in 2017



8.6 Million RINs
Processed each day
on our automated platform

How to Participate in the RFS

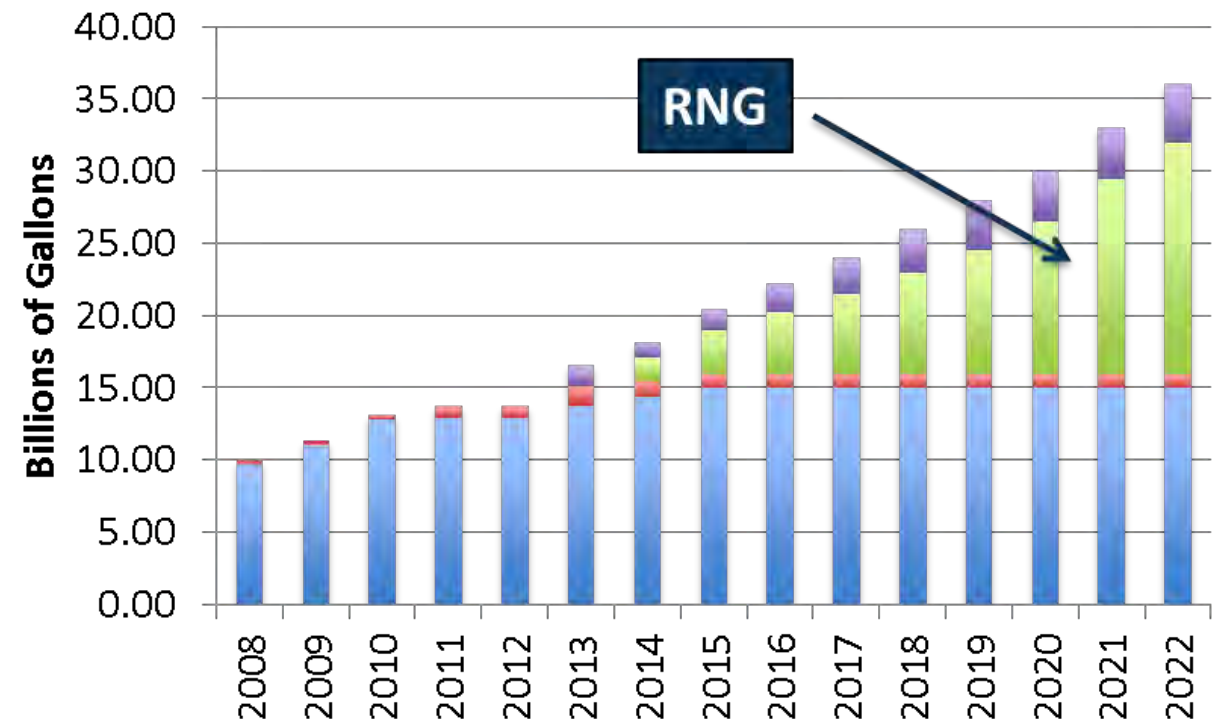


Carbon Credits Add Significant Value to RNG

**One MMBTU of Pipeline Quality Biogas
Produced in the Midwest and Used for
Transportation in California – Assumes
Cellulosic Feedstock and D3 RINs**

Value of Gas	\$3.00	9%
Value of Federal Credits (RINs) - \$1.80	\$21.00	62%
Value of California Credits (LCFS) - \$190 MT, 30 CI	\$10.00	29%
Total	\$34.00	100%

RFS



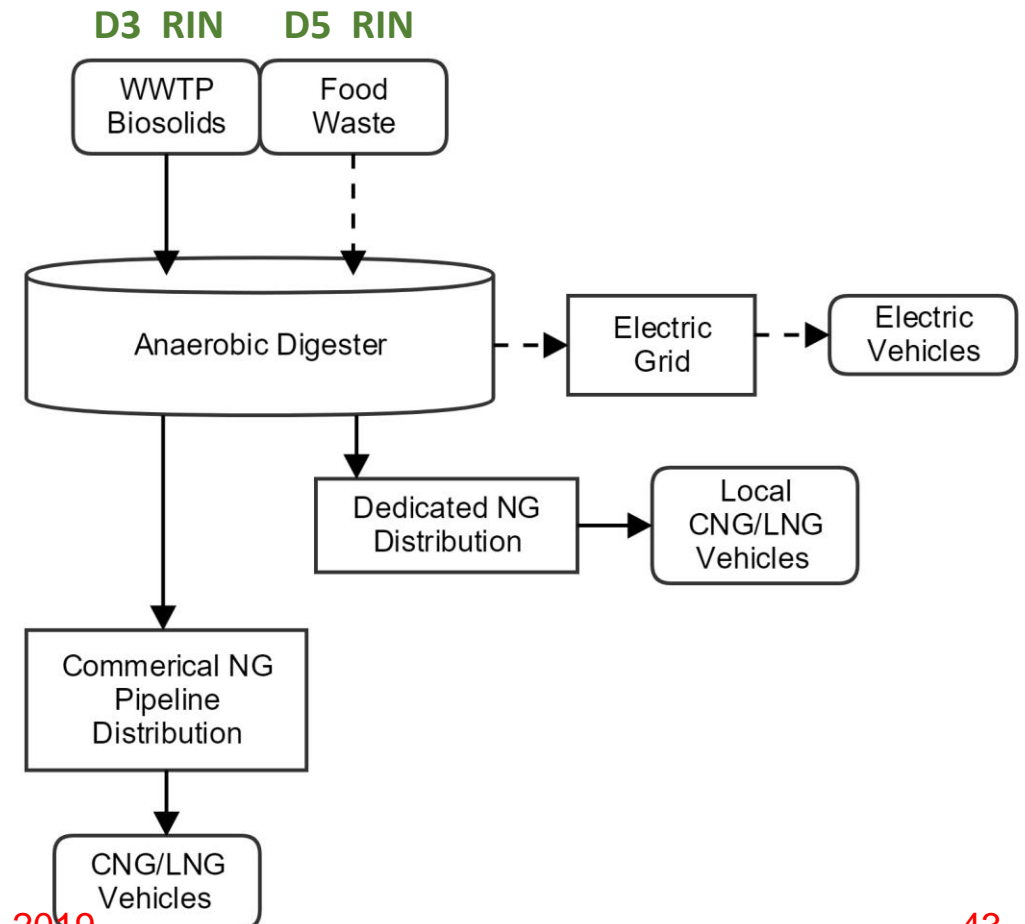
Top 5 Hurdles of a Typical RNG Project

1. Contracting – feedstock procurement, offtake agreements, pipeline interconnection, technologies, etc, etc
2. Injection into a commercial distribution pipeline
3. Financing
4. EPA/CARB approval
5. Risk/Uncertainty



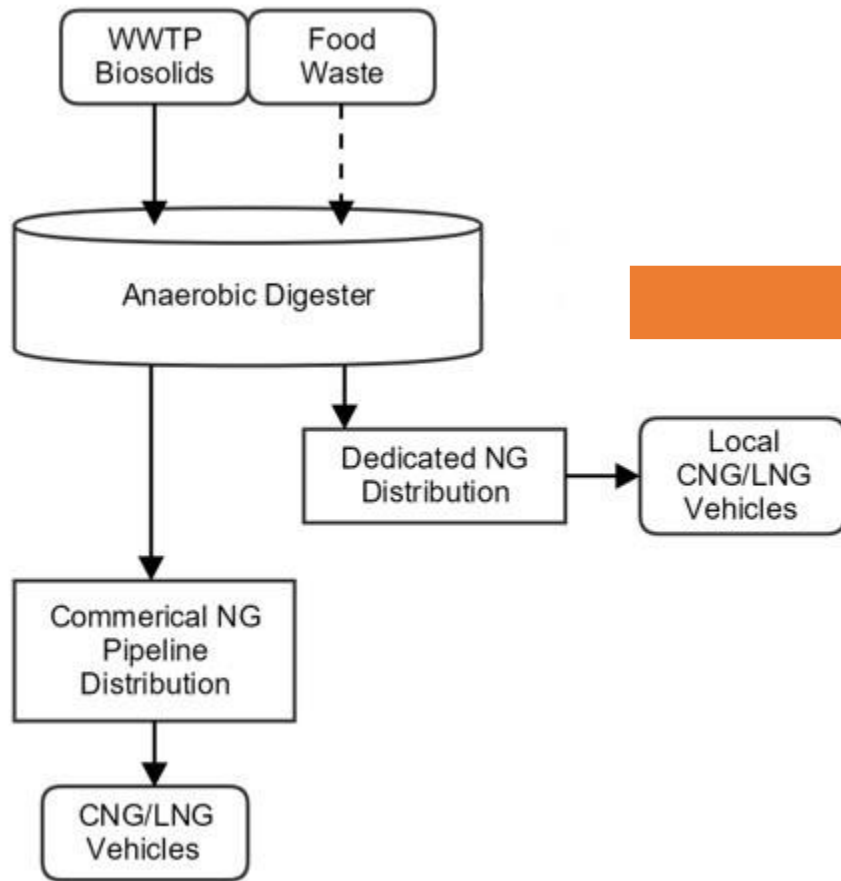
D3/D5 Co-Processing in Anaerobic Digestion

- Cellulosic feedstock streams must meet a 75% cellulosic content threshold
- WWTP feedstock streams entering the AD, modeled by EPA only included: “activated sludge and biosolids – which are aerobically treated residuals from the processing of municipal wastewater solids” (22% cellulose, 36% hemicellulose, 21% lignin)
- Feedstocks which do not meet the 75% cellulosic threshold can generate a D5 RIN

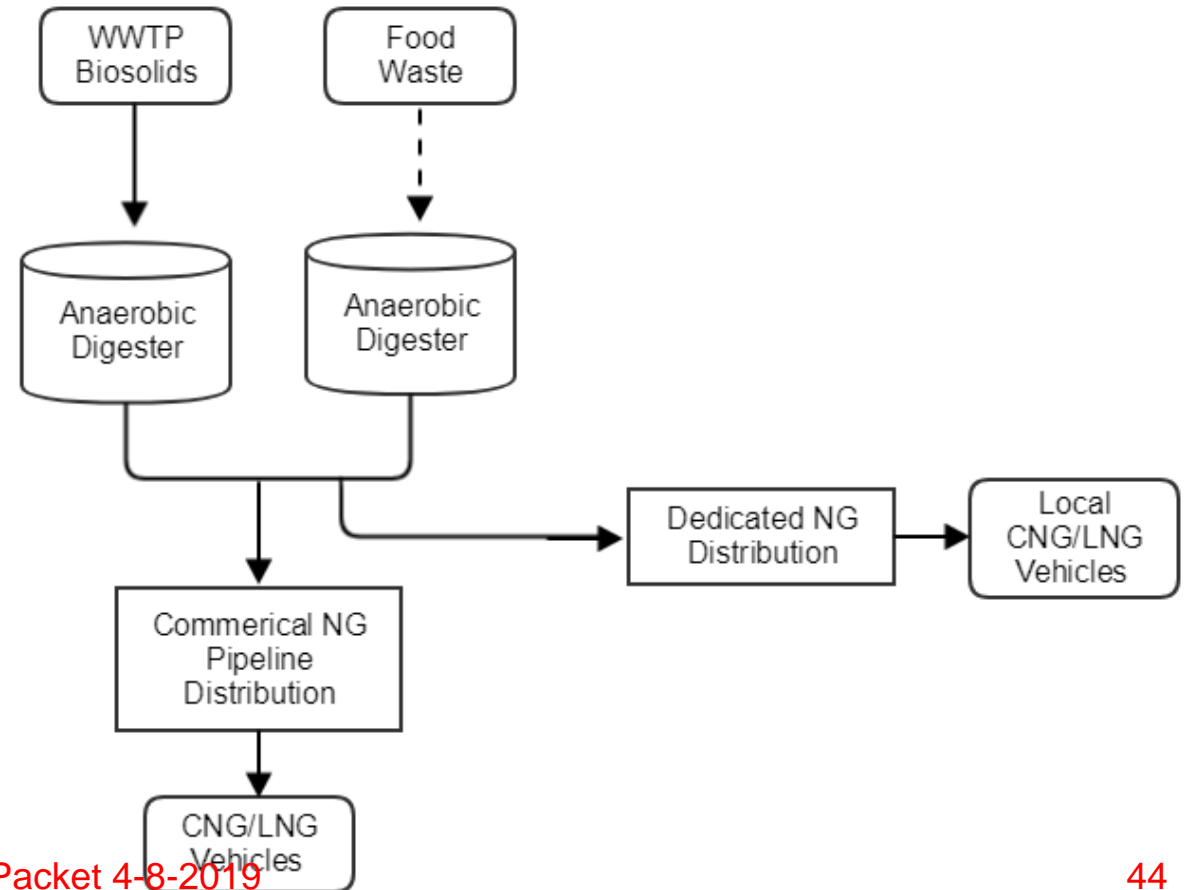


Physical Separation is a Solution

From this:



To this:



Why is D3/D5 Determination Important?

Value of RNG with D3 Feedstocks

Value of Gas	\$3.00	9%
Value of Federal Credits (RINs) - \$1.80	\$21.00	62%
Value of California Credits (LCFS) - \$190 MT, 30 CI	\$10.00	29%
Total	\$34.00	100%

Value of RNG with D5 Feedstocks

Value of Gas	\$3.00	36%
Value of Federal Credits (RINs) - \$0.45 D5 RIN	\$5.25	64%
Value of California Credits (LCFS) - \$190 MT	\$----	----
Total	\$8.25	100%

Top 5 Hurdles of a Typical RNG Project

1. Feedstock procurement & D3 vs. D5 co-digestion
2. Injection into a commercial distribution pipeline
3. Financing
4. EPA/CARB approval
5. Risk/Uncertainty



Pipeline Interconnection

- Begin discussions during feasibility study phase
- Engage pipeline utilities to ask connection fee and O&M schedule
- LDCs typically lower pressure and lower connection cost but may not take gas
- Interstate pipeline companies required to receive the gas onto the system
- Carefully review proposed interconnection agreement



Top 5 Hurdles of a Typical RNG Project

1. Feedstock procurement & D3 vs. D5 co-digestion
2. Injection into a commercial distribution pipeline
3. **Financing**
4. EPA/CARB approval
5. Risk/Uncertainty



Financing & Contract Terms

- **Feedstock contracts**
 - Long term contracts possible
- **Offtake contracts**
 - Longer term possible – but is that in the best interests of the project? Investors want certainty in an uncertain market
- **RIN sales contracts**
 - Longer term possible but with exit clauses
 - Typical spot market pricing with no price guarantees



Top 5 Hurdles of a Typical RNG Project

1. Feedstock procurement & D3 vs. D5 co-digestion
2. Injection into a commercial distribution pipeline
3. Financing
4. **EPA/CARB approval**
5. Risk/Uncertainty



EPA & CARB Approvals

- EPA registration after substantial completion
- LCFS application after 3 months of operational data
- Approach each agency in advance with non-traditional questions
 - Unique pipeline interconnection
 - Unique process/equipment
 - Project with no EPA precedent – wood waste, etc.



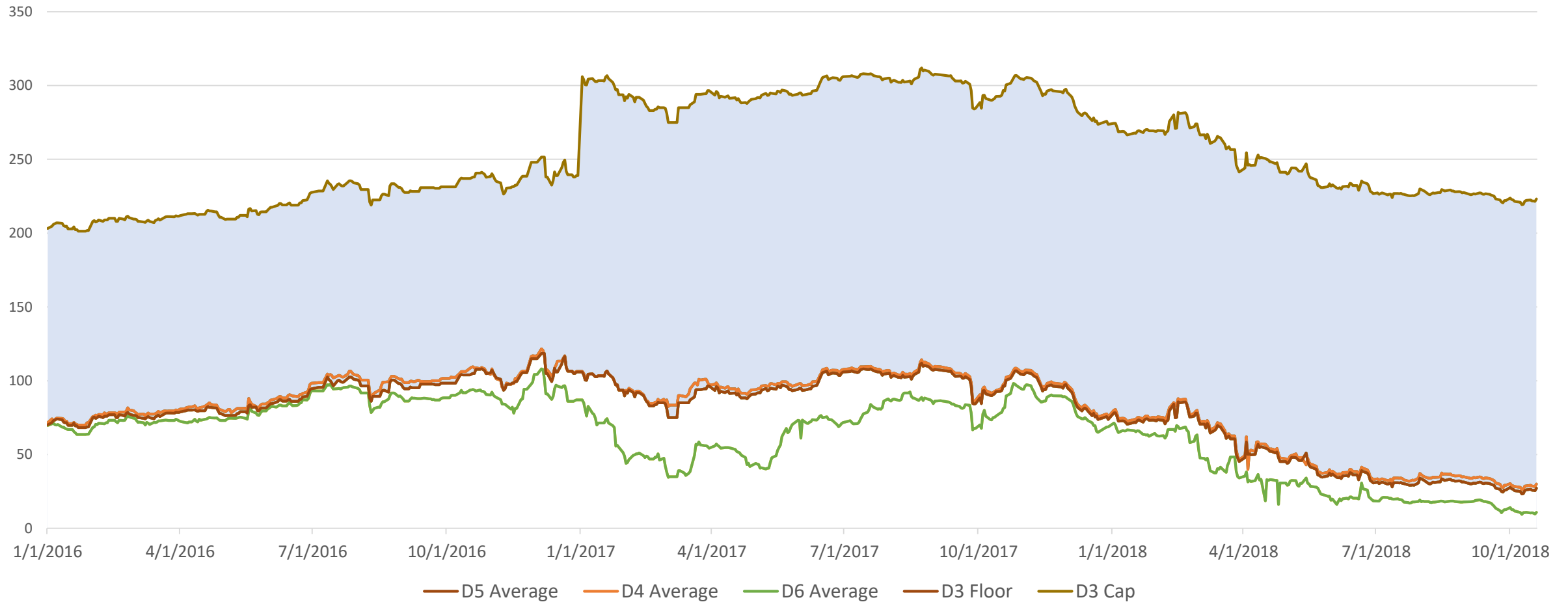
Top 5 Hurdles of a Typical RNG Project

1. Feedstock procurement & D3 vs. D5 co-digestion
2. Injection into a commercial distribution pipeline
3. Financing
4. EPA/CARB approval
5. **Risk/Uncertainty**



RIN Prices Can Be Volatile

RIN Price Chart - D3, D4, D5, D6 RINs
January 2016 to December 2018



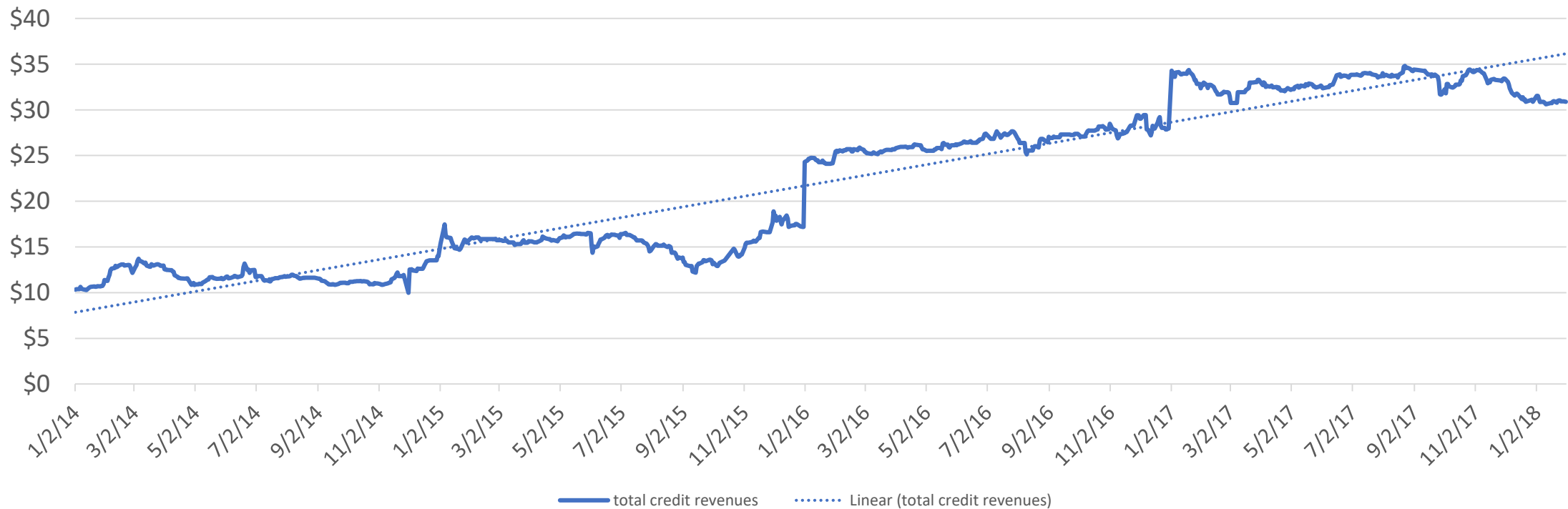
Uncertainty is the New Certainty

- 2019 RVO increased by nearly 100 million D3 RINs. A 40% increase from 2018 RVO.
- Political influence of corn lobby, ag state senators versus oil lobby from oil states
- What will the reset/set provisions look like from USEPA? Initial draft expected in Q2 2019
- Will EPA make final decision regarding renewable electricity as a transportation fuel (eRIN)?



Historical Value of RNG as Transportation Fuel

Average basket of credit values (D3 RINS + LCFS) since 2014 per MMBtu



4-year average for basket of carbon credits for RNG = \$22 per MMBtu

RDA Packet 4-8-2019

Risk Mitigation

Accessing higher value credits:

- RNG carbon footprint reduction
- D3-D5 separation

Financial structuring:

- More reliability, Lower profit
- More risk, more profit

Diversifying across regulations:

- LCFS, Cap & Trade, CFP, power sector, CHP, etc.
- Value is in RINs and LCFS over short term

Reserving some for Local CNG/LNG use:

- Local fleets? Local CNG stations?
- Cost sharing of revenue to incentivize conversion





Creating sustainable solutions for a better tomorrow

A close-up photograph of vibrant green grass blades, each topped with a clear, glistening dew drop. The background is softly blurred, creating a sense of depth and freshness.

Thank You!
Questions?

EcoEngineers
Brad Pleima, P.E.
515-490-8949
bpleima@ecoengineers.us

PDF Packet 4-8-2019



APR
17

The Future of Anaerobic Digestion in Minnesota

by Partnership on Waste and Energy

Free



[Register](#)

Description

The Partnership on Waste and Energy would like to invite you to participate in a discussion about the future of anaerobic digestion (AD) technology in the state of Minnesota.

Goals of the meeting:

- Share information on potential anaerobic digestion projects and hear from experts
- Gather input from a wide range of stakeholder perspectives
- Chart a path forward for the state and discuss policy and regulatory implications

Date And Time

Wed, April 17, 2019

8:30 AM – 1:00 PM CDT

[Add to Calendar](#)

Location

MCIT

100 Empire Drive

Suite 100

St. Paul, MN 55103-1885

[View Map](#)

From: [Michael Darger - via edammemberlist](#)
To: [Jennifer Frost](#)
Cc: [John Bennett](#)
Subject: [EDAMMEMBERLIST] Business retention & expansion courses scheduled and webinars planned
Date: Thursday, March 28, 2019 12:42:08 PM

SWIFT COUNTY SECURITY NOTICE:

This email originated from an external sender. Use caution before clicking on any links or attachments.

Dear colleague,

Registration is now open for the UofM Extension Business Retention & Expansion (BRE) online course. There is an in-person course June 5-6th on the St. Paul campus and a fall online session, September 25 – November 27th. For more information or to register see <http://z.umn.edu/brecourse>.

Reasons to take the University of Minnesota Extension's BRE course:

- Build a new BRE initiative or revamp your existing outreach efforts
- Brush up your skills and consider new research findings on BRE
- Save on travel funds and time away from office (online course) or get away from the office if you learn better that way (in-person course)
- Learn with other economic developers
- You've been meaning to do this for a few years or you just started and the timing is perfect
- Convince your stakeholders, board members and elected officials why most ED success involves businesses already in the community
- You like learning a bit at a time (online) or you like to do it in one fell swoop (in-person)

The course is great for individuals, however we think BRE is best when performed as a team activity. Therefore, we have an incentive price for teams of 2-5 people. We invite you and your colleagues and stakeholders to join us. Thanks for referrals.

Optional certification is available for students from [Business Retention and Expansion International](#) (BREI) for \$75, which includes both the certification AND a membership in BREI. Everyone completing the course receives a Certificate of Accomplishment from UofM Extension.

Please call or reply with your questions. Also, watch for our upcoming Business Retention [webinars](#) (free) on April 24th (How Community Attributes Affect Business Location Decisions) and July 24th (Business Succession). Consider joining our Business Retention [Community of Practice](#).

Best regards,

Michael Darger & John Bennett, co-instructors

--

Michael Darger (he/him)
Community Economics Specialist
Director, Business Retention & Expansion (BRE)
612-625-6246
University of Minnesota Extension Center for Community Vitality

[BRE program information](#)

Strengths: Communication, Harmony, Input, Maximizer, Individualization

Would you also like to create an eMailDodo Group? Check out www.emaildodo.com

This eMail was sent by **Michael Darger** at darger@umn.edu.

For questions and changes contact the Group Administrator: at rsullivan@harringtoncompany.com.

If you want to unsubscribe from this edammemberlist@edam.org Group click [here](#)

To file a complaint please send an eMail to: complaints@emaildodo.com



Swift County Sign Plan

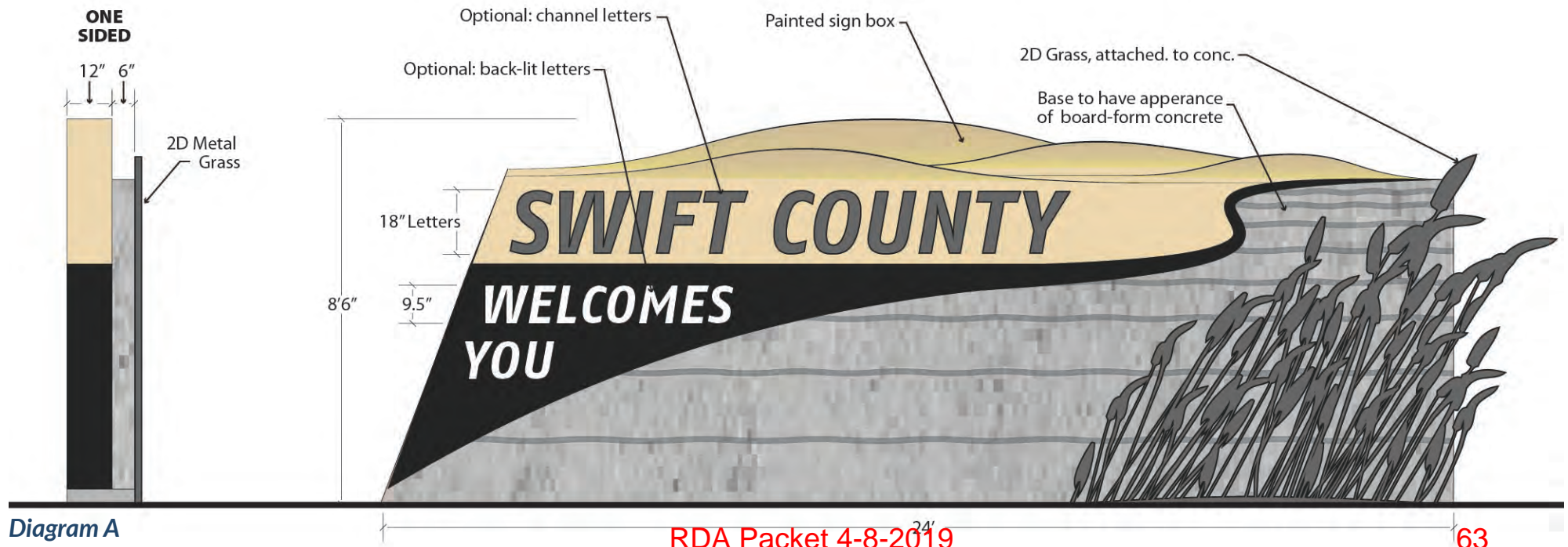
March 15, 2019

ENTRY MONUMENT SIGNAGE

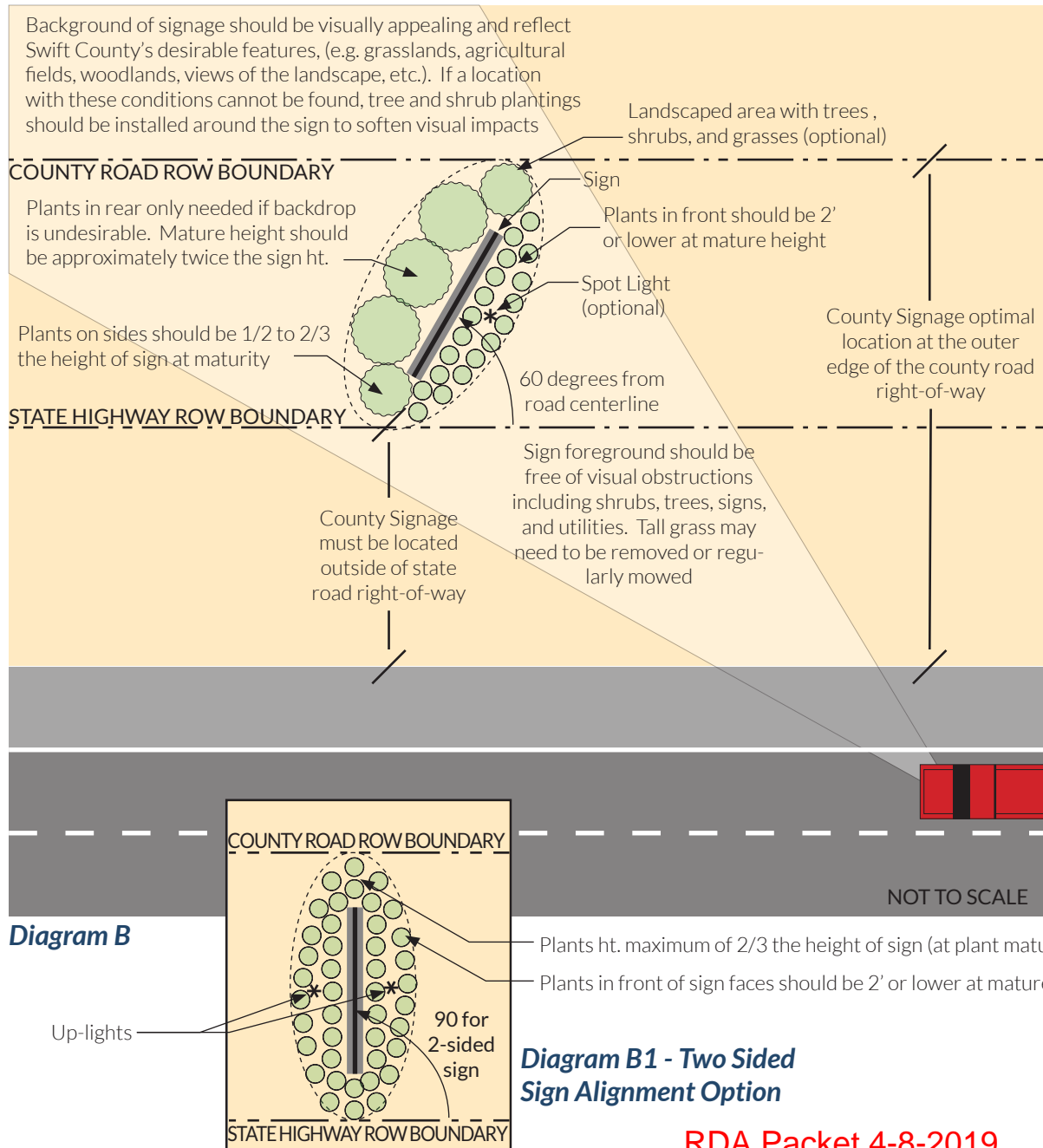
General Signage Criteria

- The Minnesota Department of Transportation does not allow county monument signs and associated lighting and landscaping (except the typical white on green 'Welcome to' regulatory signage found on major roadways at the county boundary) within state road Rights-of-Way (ROW)
- Sign location should priority areas on existing county road ROW or on county owned land where an acceptable site can be identified. If an acceptable entry monument sign location cannot be located on county land, an easement may need to be obtained from a willing private land owner or through negotiations with MnDOT
- Foundation and sign connections should be engineered based on existing soil conditions, wind loads, and final sign design requirements
- Entry signs should orient to a 60 degree angle for one sided signs or perpendicular for two sided signs relative to the centerline of the roadway they are to be viewed from
- Entry signs should be one sided and located to maximize viewing from a distances for motorists
- Entry signs should not obstruct sight-lines for motorists of the roadway, regulatory signage, or adjoining roads
- Signs should not be located near existing utility cabinets, poles, or any underground utility infrastructure
- Signs should not be located in areas inundated with water for any period of time and existing drainage patterns should be maintained
- Entry signs should be located at or above the roadway where feasible
- Entry signs should be located so that the backdrop to the sign takes advantage of naturally attractive landscapes, either natural or agricultural
- Signs should be constructed of durable, weather and vandal resistant materials and landscaping should use low maintenance plants and materials
- Plant selection should include only drought and salt tolerant species that are minimum USDA Zone 4a compatible. Minnesota native plant species are preferred
- Footings and signs should be installed plumb and level

Front and Side Elevations



General Signage Location Diagram (All Signs)



Signage Lighting Option - Preferred

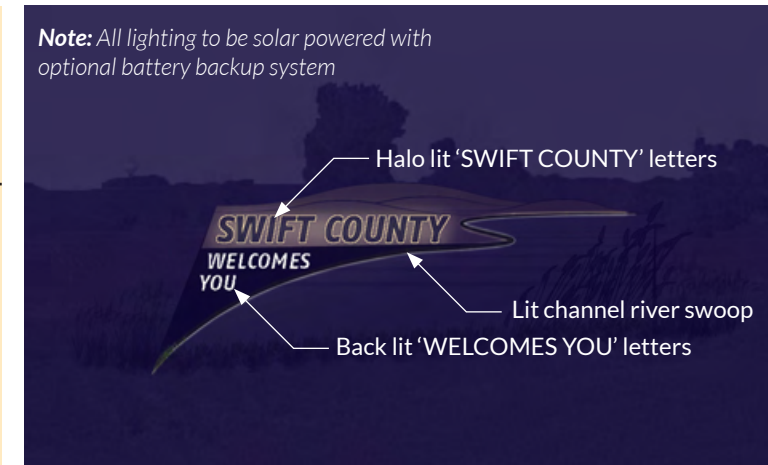


Diagram C

Signage Lighting Option - Budget

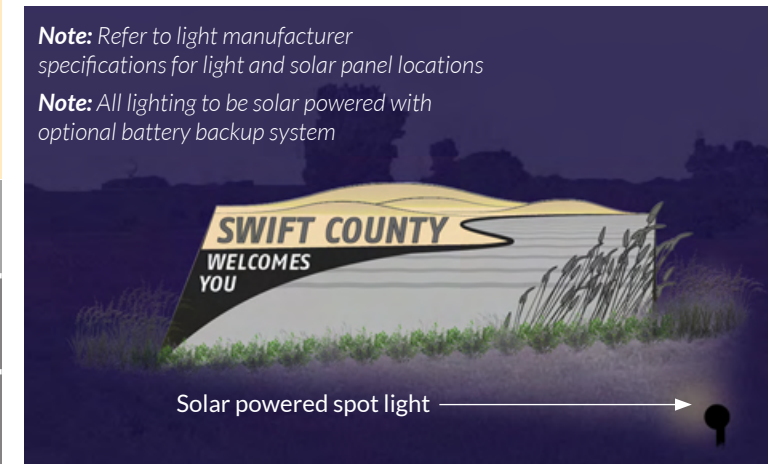
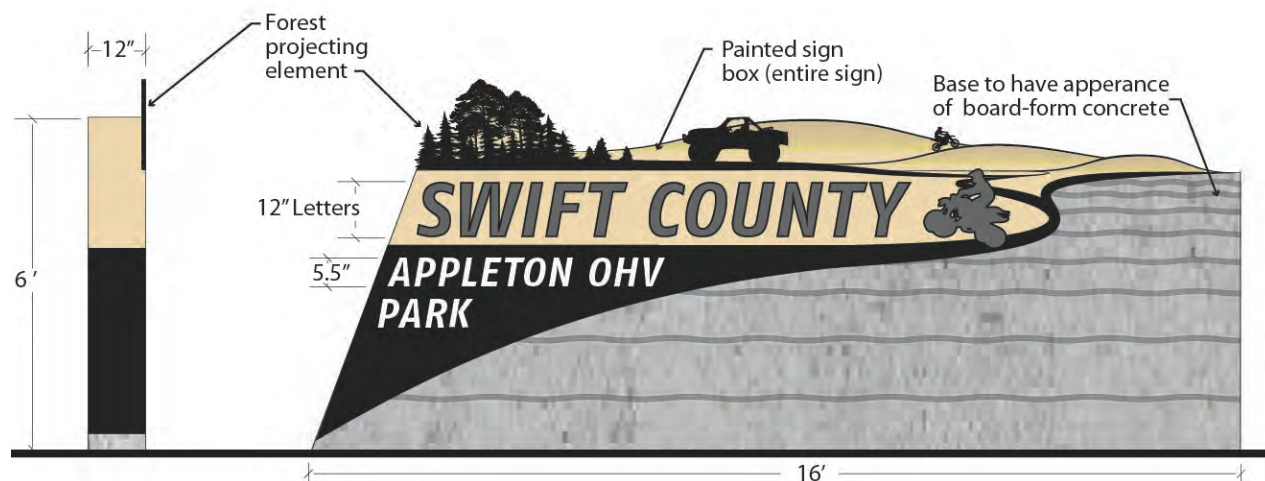


Diagram D

APPLETON OFF-HIGHWAY VEHICLE PARK SIGNAGE (ONE SIDED)

Front and Side Elevations



General Signage Criteria

- Signage and associated lighting and landscaping must be entirely outside of US Highway ROW
- Sign to be oriented for viewing by traffic traveling southwest on US Highway 59 (see Diagram B)
- Planting/landscaping should be used to buffer visual impacts of existing guardrail/fence behind sign
- Sign up-lighting location should occur within planting bed. Defer to light manufacturer guidelines for optimal location
- Solar panel powering sign lighting should be located outside of the backdrop of the sign and should follow manufactures recommendations on installation and orientation
- Foundation and sign connections should be engineered based on existing soil conditions, wind loads, and final sign design requirements
- Signs should be constructed of durable, weather and vandal resistant materials and landscaping should use low maintenance plants and materials

Illustrative Concept Rendering



OHV Park Signage Location Diagram

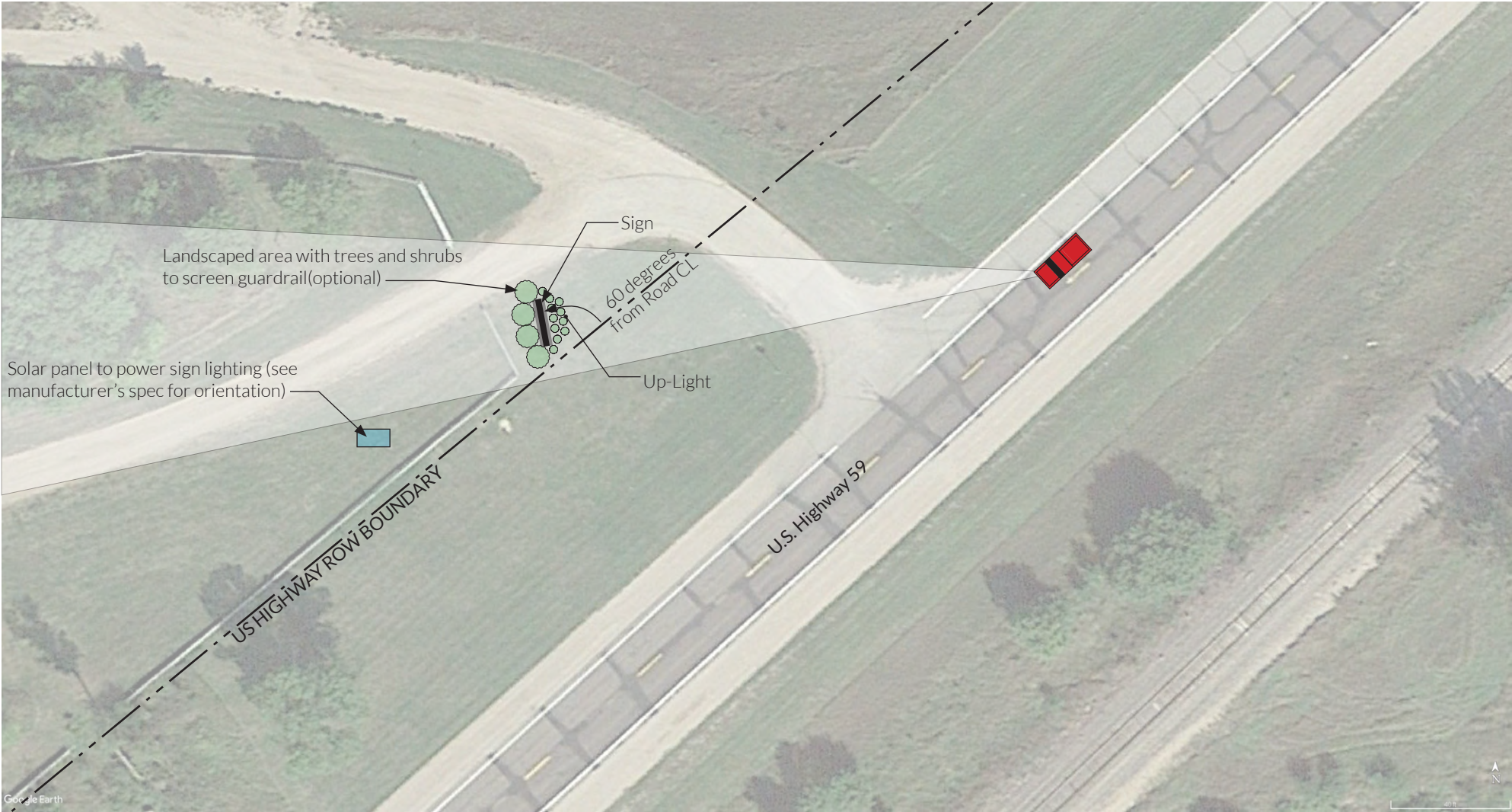
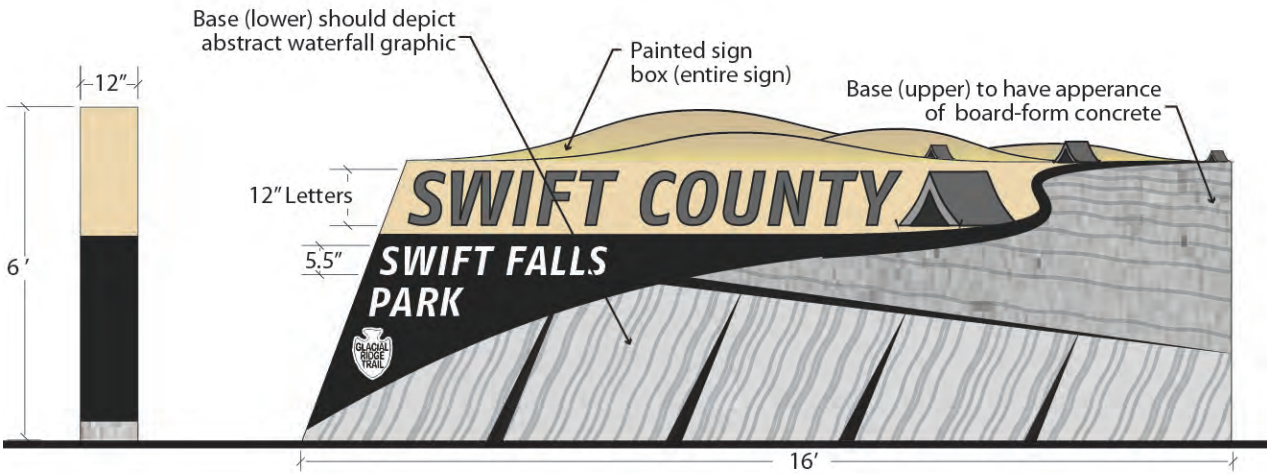


Diagram B

SWIFT FALLS PARK SIGNAGE (TWO SIDED)

Front and Side Elevations



General Signage Criteria

- Signage and associated lighting and landscaping must be entirely within County Highway ROW or on park land
- Two sided sign oriented perpendicular to County Highway 26 center line
- Planting/landscaping should be used to soften transition of sign along the ground-plane
- Sign up-lighting location should occur within planting bed. Defer to light manufacturer guidelines for optimal location
- Solar panel powering sign lighting should be located outside of the backdrop of the sign and should follow manufactures recommendations on installation and orientation
- Foundation and sign connections should be engineered based on existing soil conditions, wind loads, and final sign design requirements
- Signs should be constructed of durable, weather and vandal resistant materials and landscaping should use low maintenance plants and materials

Illustrative Concept Rendering



Illustration is a concept and for marketing purposes only, actually appearance of built sign may differ from image

Signage Location Diagram

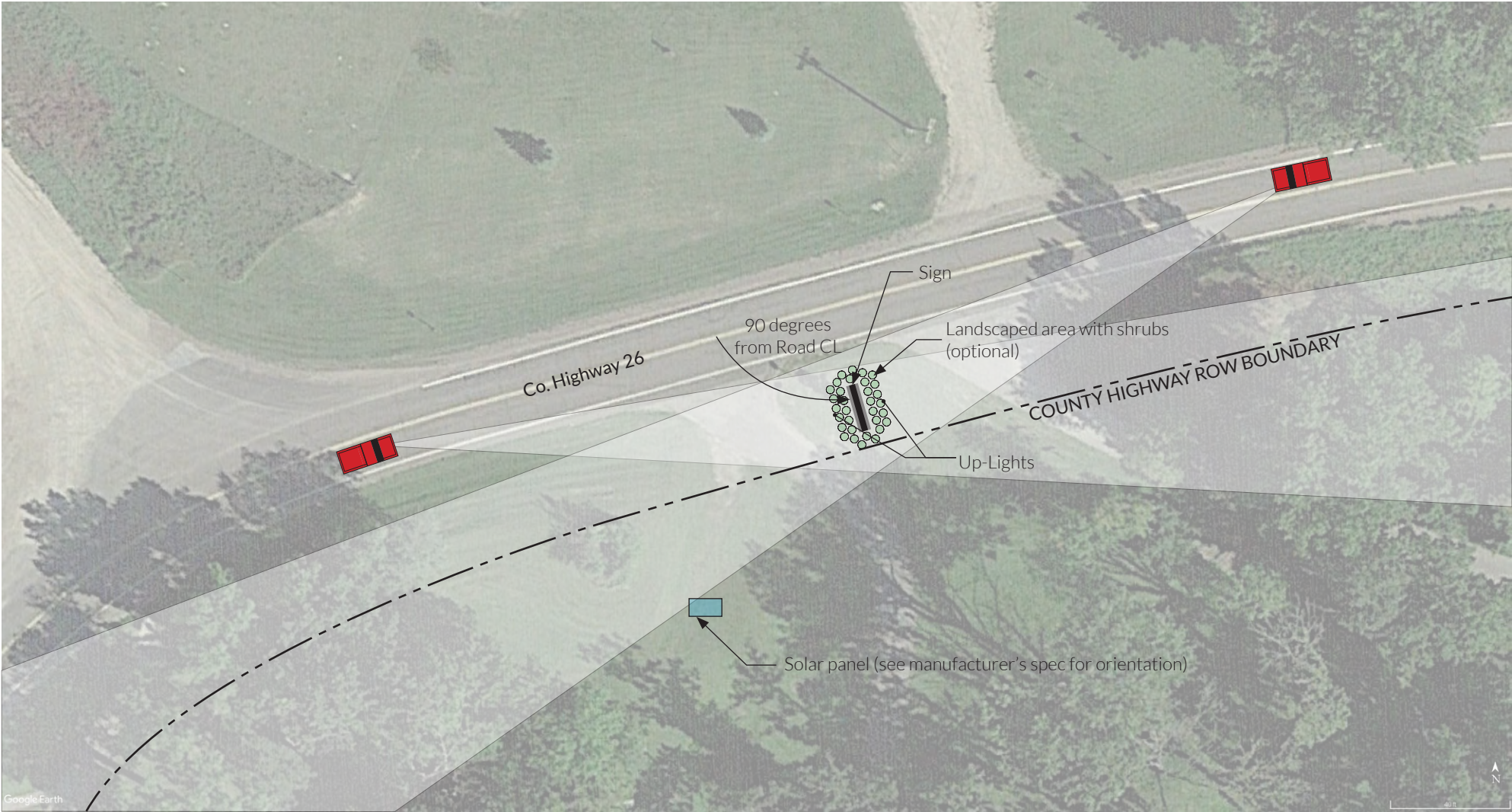
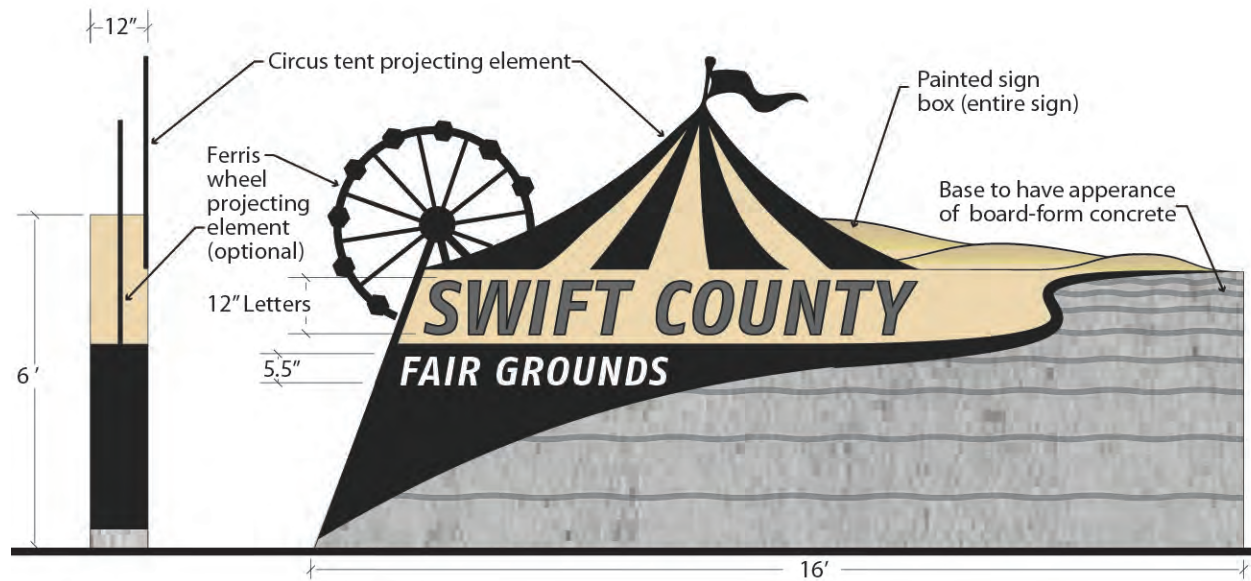


Diagram B

SWIFT COUNTY FAIR GROUND SIGNAGE (ONE SIDED)

Front and Side Elevations



General Signage Criteria

- Signage and associated lighting and landscaping must be entirely within County Highway ROW or County owned land
- One sided sign oriented towards entry road drive (Reuss Ave)
- Planting/landscaping should be used to soften transition of sign along ground-plane
- Sign up-lighting location should occur within planting bed. Defer to light manufacturer guidelines for optimal location
- Tie into existing power at entry building. If utilization of on-site power is not feasible: solar panel powering sign lighting should be located outside of the backdrop of the sign and should follow manufactures recommendations on installation and orientation,
- Foundation and sign connections should be engineered based on existing soil conditions, wind loads, and final sign design requirements
- Signs should be constructed of durable, weather and vandal resistant materials and landscaping should use low maintenance plants and materials
- Final sign orientation (one sided or two sided) and location TBD

Illustrative Concept Rendering



Signage Location Diagram



Diagram B

IMPLEMENTATION

Funding Opportunities

- Grants
- RDA funds
- Local business donations and/or sponsorships
- Local foundations
- Fraternal organizations (Kiwanis, Lions Club, VFW, etc.)
- Use of publicly owned land (city/county) or privately owned land donated for the project

DEFINITION:

**Local(ly): Owned or operated in Swift County*

Implementation Considerations

- Signs located along MnDOT roadways should follow these steps when identifying a location/site:
 - » First: Explore locating signs and associated lighting and landscaping elements on adjacent county owned lands or in easements on private lands that have good visibility from roadway
 - » Second: In the event that an appropriate location cannot be obtained on county lands or through an easement, Swift County may seek an easement with a willing private land owner
 - » Final: If options one and two aren't feasible, the County may seek a partnership agreement with MnDOT to locate the sign within MnDOT ROW
- To the extent practical, construction of the signage and site work in this plan should draw from the local business pool and use locally sourced materials.
- Prior to construction, the contractor/fabricator(s) should submit shop drawings for approval by Swift County.
- Final colors, fonts, and materials to be approved by Swift County prior to construction.
- Final sign lighting option (internal or spot lit) should be established and approved during the quoting and shop drawing process by Swift County
- All sign, lighting, and landscaping locations should be staked and field verified and approved by the County prior to the beginning of construction
- Installer/contractor(s) will be responsible for obtaining an accurate site survey and ensuring the marking of all utilities locations prior to construction
- Installer/contractor(s) responsible for pulling all required permits
- Installer/contractor(s) should be qualified to perform the work and should provide a minimum of 3 similar project examples to qualify
- Swift County should solicit multiple quotes (min. two contractors/fabricators) and include a request for in-kind donation for some or all of the project as part of the quoting process
- Funding option: The entire project cost may initially be carried by the County RDA, with donations or other funding streams offsetting the initial capital investment during or after project(s) completion
- Landscaping and plant installation may be installed separately by Swift County (determine during quoting process). Plants and landscaping material should be sourced locally

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Swift County Signage Plan

SCHEMATIC PRICING - 3.15.19

ENTRY MONUMENT SIGN COSTS

ITEM		QTY	UNIT	COST PER		TOTAL	SUBTOTALS	NOTES
ENTRY MONUMENT SIGN								
NEW FOOTING		1.00	LS	\$	5,000.00	\$	5,000.00	
SIGN PANEL		1.00	LS	\$	28,000.00	\$	28,000.00	
SUBTOTAL							\$	33,000.00
NEW LANDSCAPE (optional)								
PLANTING BEDS		200.00	SF	\$	8.00	\$	1,600.00	These item are something County Public works could install after sign and lighting installation is complete as a cost saving measure
TREES		5.00	EA	\$	300.00	\$	1,500.00	
SUBTOTAL							\$	3,100.00
ELECTRICAL								
SOLAR PANEL, BATTERY, AND ELEC CONDUIT/WI		1.00	LS	\$	5,000.00	\$	5,000.00	PER SIGN, number includes spotlight illumination option, internally lit sign will be an additional cost
SUBTOTAL							\$	
SUB-TOTAL							\$	41,100.00
Mobilization, traffic control, erosion - costs (10%)							\$	4,110.00
Engineering and Design (18%)							\$	7,398.00
Project Contingency (10%)							\$	4,110.00
ONE SIGN TOTAL							\$	56,718.00 EACH