

ANNUAL REPORT

Calendar Year 2016

MID-MINNESOTA DEVELOPMENT COMMISSION



*Serving the People of Kandiyohi, McLeod,
Meeker, and Renville Counties since 1974.*

333 Sixth Street Southwest, Suite 2
Willmar, MN 56201-5615
Email: mmrdc@mmrdc.org

Phone: 320-235-8504
Fax: 320-235-4329

Visit us at: www.mmrdc.org

2016 Commission Members

Kandiyohi County Representatives

Cathy Baumgartner.....Public Interest
 Kevin Crowley ****Vice Chair**
 Municipalities / Public Interest
 Rick Fagerlie City of Willmar
 Idalia (Charly) Leuze.....Public Interest
 Robert Moller, SecretaryPublic Interest
 Shawn Mueske.....Public Interest
 Rollie Nissen County
 DuWayne Underthun..... Townships

McLeod County Representatives

Robert Anderson ++..... Townships
 Bill Arndt..... City of Hutchinson
 Bob BeckerMunicipalities
 Alan Fredrickson + Townships
 Sheldon Nies..... County

Renville County Representatives

Jeff Benson Public Interest
 Ronald Degner..... Municipalities
 Helen Ruebel Townships
 James Schafer..... Public Interest
 Francis Schweiss Public Interest
 John Stahl, ***Chairperson**.....County

Meeker County Representatives

Dan Barka..... Townships
 Mike Housman, Treasurer County
 Greg Langmo..... Public Interest
 Maureen Melgaard-Schneider, ***Vice Chair, **Chairperson**
 Public Interest
vacant *Municipalities*

- + Denotes on Board until April 27, 2016
- ++ Denotes on Board after April 27, 2016
- * Denotes office held until June 22, 2016
- ** Denotes office held after June 22, 2016

MMDC Outgoing and Incoming Commission Members

We give our sincere thanks to the following members who have retired from the Commission Board at the end of 2016:

- Bill Arndt, City of Hutchinson Representative, 13 years of service on MMDC
- Dan Barka, Meeker Co. Township Representative, 3 years of service on MMDC
- Ron Degner, Renville County City Representative, 20 years of service on MMDC
- Idalia (Charly) Leuze, Minority Representative, 12 years of service on MMDC
- Sheldon Nies, McLeod County Commissioner, 21 years of service on MMDC
- John Stahl, Renville County Commissioner, 14 years of service on MMDC

MMDC welcomes the following new members beginning in 2017:

- Frank Eder, Mayor of City of Watkins
- Doug Erickson, Renville County Commissioner
- Sue Hilgert, Mayor of City of Olivia
- Doug Krueger, McLeod County Commissioner
- John Lofdahl, Councilperson for City of Hutchinson



Chairperson Melgaard-Schneider presents service plaque to Commissioner Stahl



Commissioners Nies, Arndt, & Degner



MID-MINNESOTA DEVELOPMENT COMMISSION

Serving the People of Region Six East

To Those We Serve:

On behalf of the Mid-Minnesota Development Commission (MMDC), we respectfully submit this 2016 Annual Report. We thank you for taking the time to review this report. This report highlights key achievements of the Commission and its staff in carrying out the Commission's mission during calendar year 2016. The enclosed year-end financial data is for Fiscal Year 2016 (July 1, 2015 to June 30, 2016).

One of the primary activities undertaken in 2016, and highlighted in the annual report is the preparation of the "Comprehensive Economic Development Strategy" (CEDS) document. The Commission, being a federal EDA Economic Development District is required to prepare a CEDS document every 5 years, with updates in between. MMDC has a CEDS Committee comprised of Commission Board members and our region's economic development partners who have helped staff prepare this document. The CEDS helps guide our economic development activities and can be found on our website.

The Commission helped prepare several major transportation planning projects in 2016. Staff assisted McLeod County prepare a Trails Plan, and begun assisting Kandiyohi County with a Bicycle and Pedestrian Plan. Safe Routes to School Plans were prepared for BOLD, and Hutchinson School Districts, and for the City of Dassel. Community development activities included city code work and comprehensive planning, among other projects. Further information of these and others is highlighted in this report.

Please take some time to read through the 2016 Annual Report to gain an understanding of the variety of tasks we perform. Further information about the Commission can be found at the MMDC website: www.mmrdc.org. Give us a call if there are projects with which you need assistance. Please also contact us if you would like us to attend one of your meetings to either discuss a particular project need, or simply to provide a general update from the Commission. Through our Board's leadership, and our talented staff, we will continue to strive to make a strong positive impact on the Region. We pledge that we will not consider a job complete until the client is satisfied with the end product.

Respectfully yours,



Maureen Melgaard-Schneider

Maureen Melgaard-Schneider
Chairperson

Donn Winckler

Donn Winckler
Executive Director



Economic Development

The Mid-Minnesota Development Commission and its area served has been designated a Federally Certified Economic Development District (EDD) by the U.S. Department of Commerce's Economic Development Administration (EDA). The EDA and its planning program provides essential investment support to district organizations. The planning assistance provided assists MMDC with short term planning investments. Eligible activities under this program include the development, maintenance, and implementation of a Comprehensive Economic Development Strategy (CEDS) for the region and related short term planning activities.

Staff assisted in preparing Kandiyohi County's Blandin Foundation Broadband Feasibility Grant Application. Assistance on this project also included assistance with a draft RFP and vetting RFP applicants. The Blandin Broadband Grant Application was funded in the amount of \$25,000 with a higher local match from Kandiyohi County.

Staff participated with the Minnesota Association of Development Organizations to update the DEVELOPMN Plan.

Staff attended meeting of the statewide MADDO Economic Development Professionals to discuss pertinent topics related to economic development.



MMDC staff met with USDA Rural Development staff to discuss projects and align services.

Staff attended a meeting of the Southwest Minnesota Economic Development Professionals to hear about updates and professional development.

Staff attended meeting of the City of Willmar at two public forums regarding potential projects investment from a local option sales tax.

Staff attended a training session provided by the Department of Employment and Economic Development regarding the Minnesota Investment Fund.

Staff authored the MMDC EDA "Draft" copy of the planning grant application.

Staff met regularly with representatives for the Central Minnesota Jobs and Training Workforce Center.

Staff attended meetings or provided professional technical assistance to the following entities:

- * Kandiyohi County/City of Willmar EDC
- * Meeker County EDA
- * Renville County EDA
- * Hutchinson EDA

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY



The CEDS, a locally-owned strategic planning document, is critical to facilitating regional economic development efforts. Effective planning creates a roadmap, which practitioners and policy makers use to identify and take actionable steps necessary to realize their desired economic vision. This is central to the bottom-up strategy of working with local communities to help them meet goals and achieve success with the support of MMDC and EDA.

A new Revised Comprehensive Economic Development Strategy was authored by staff, and formalized in late 2016. This was performed with public comment from several CEDS Committee meeting along with a 30-day public comment period. Federal Economic Development Administration guidelines and regulations were followed along with the *DEVELOPMN* format. Information from the *DEVELOPMN* Greater Minnesota Plan were also included in the plan. Information on the *DEVELOPMN* plan can be found at www.mnado.org/developmn/. A SWOT Analysis was also included in the CEDS, along with background information on the Region. The CEDS document can be found on the Commission's website at <http://mmdc.org/ceds.html>.

In 2016, The MMDC played a role in a number of grants awarded in our four-county region, worth over \$6.7 million. MMDC assistance was with helping prepare the grants, and/or assistance in preparing the plans necessary for the grant application to proceed.

Grants included a *Blandin Foundation Feasibility Study Grant* that documented the need for the Kandiyohi County Broadband Project Grant; *Legacy Grants* for Willmar's Robbins Island Regional Park, and the McLeod County Dakota Trail; *Transportation Alternative Program Grants* to Willmar and Olivia for trails for FY 2020 construction; and a *Local Road Improvement Program Grant* to Dovre Township.

Community Development and Planning

The Community Development Department assists with a wide variety of consulting and planning projects for local units of government, including cities, counties, townships, watershed districts and school districts. This particular program area is not tied to any State or Federally funded program, however, many projects are funded through competitive grants. MMDC also charges a technical assistance rate, which is currently set at \$75 per hour. In addition, numerous questions are researched on a regular basis for our Region’s citizens, elected officials, businesses and other stakeholders, without MMDC charging a fee.

The Community Development Department specializes in the following types of projects:

Official Plans, including comprehensive plans, water plans, hazard mitigation plans, and other types of community development documents.

Official Controls, including zoning and subdivision ordinances, ordinance codification, rules and regulations, and other types of regulatory documents.

Environmental Reviews, including environmental impact statements and environmental assessment worksheets.

Special Projects, including grant writing, community surveys, public facilities planning, housing studies, mapping services, and many other technical services.

As one of Minnesota’s State Data Centers, MMDC also regularly provides Census and demographic data free of charge to businesses, non-profit agencies, citizens and other interested organizations.

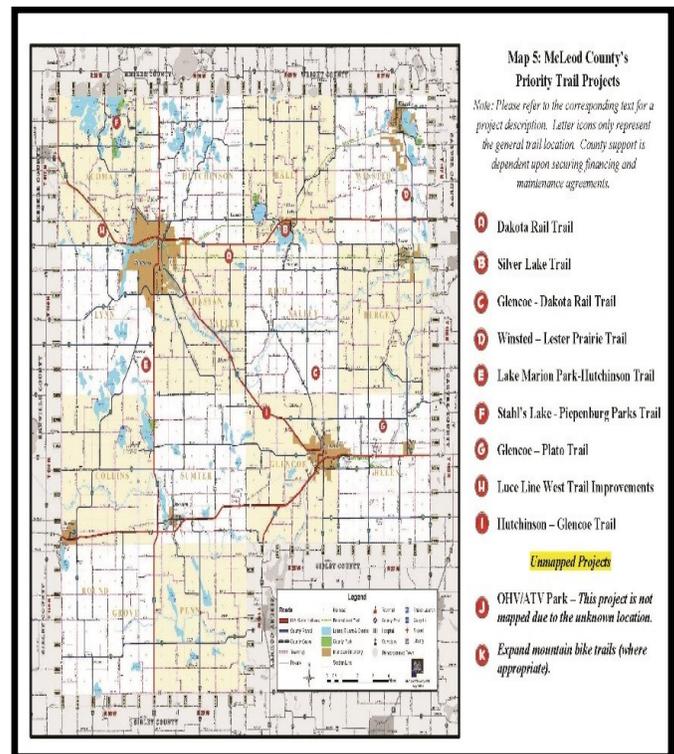
Main Projects during the Calendar Year

McLeod County Trails Plan

MMDC finished the McLeod County Trails Plan, which was adopted by the County Board on May 3, 2016. The plan identifies a number of trail projects that will be a priority to implement over the next 20 years. The priority projects will be dependent upon local stakeholders securing funding and developing maintenance plans. Many of the trail segments identified would use paved shoulders along existing County Roads.

Willmar Projects of Regional Significance

MMDC was contracted by the City of Willmar to facilitate the decision on which local projects are needed in the community. Refer to page 14 of this Annual Report for more information.



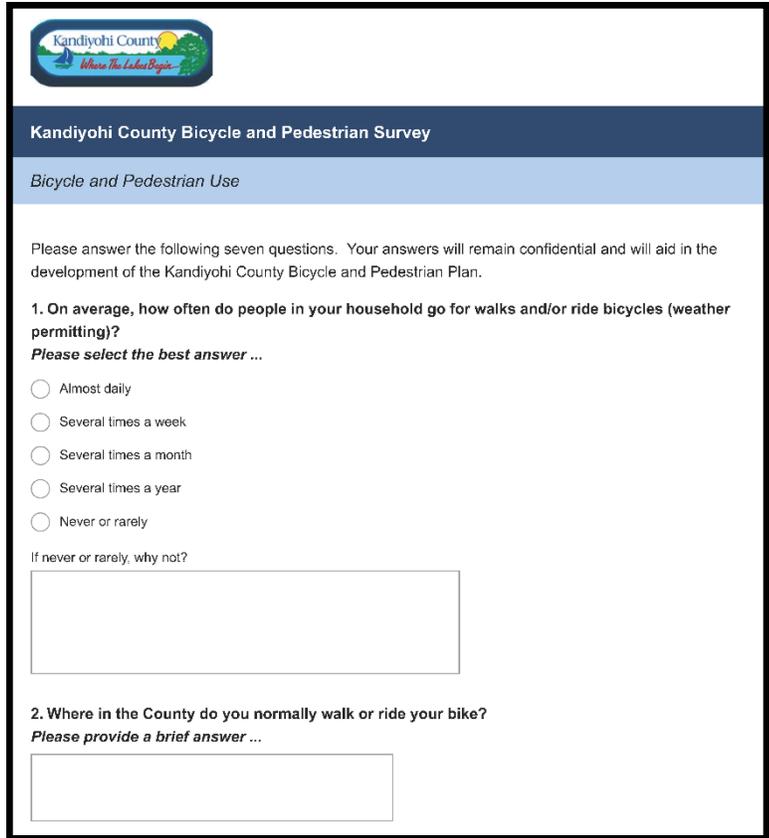
Kandiyohi County Bicycle & Pedestrian Plan

Kandiyohi County began a 12-month planning process to identify needed bicycle and pedestrian improvements in the unincorporated areas. Many of the identified bicycle routes would be created using paved shoulders along county roads.

MMDC developed and administered an on-line survey through SurveyMonkey.com. The survey had 393 respondents, with mostly positive support for improving access to bicycle and pedestrian trails (69% support). The survey also revealed a number of suggestions for new trails located throughout the county. Many of the comments suggested creating loops off existing trails.

Lester Prairie Comprehensive Plan

MMDC began work on updating the City of Lester Prairie’s Comprehensive Plan. The new plan will have a revised urban growth area map and seven new goal areas. The goals range from economic development to promoting Lester Prairie as a family and kid-friendly community.



The image shows a screenshot of a survey titled "Kandiyohi County Bicycle and Pedestrian Survey". At the top left is the Kandiyohi County logo with the slogan "Where The Lakes Begin". The survey title is in a dark blue header. Below that is a sub-header "Bicycle and Pedestrian Use". The main text asks respondents to answer seven questions, with a note that answers are confidential and will aid in the development of the plan. Question 1 asks "On average, how often do people in your household go for walks and/or ride bicycles (weather permitting)?" with radio button options: "Almost daily", "Several times a week", "Several times a month", "Several times a year", and "Never or rarely". Below the options is a text box for "If never or rarely, why not?". Question 2 asks "Where in the County do you normally walk or ride your bike?" with a text box for "Please provide a brief answer ...".

City of Lester Prairie 2016 Aerial photo.
Source: Herald Journal



City Codes

MMDC completed updating ordinances for the cities of Franklin and Pennock. After investing numerous hours in adding new language and reformatting the documents, MMDC is well situated to assist other communities with updating their city codes.

WCDAN Assistance

On behalf of the West Central Dementia Awareness Network (WCDAN), the MMDC received a grant from the Minnesota Board on Aging in 2015. The grant allows WCDAN to expand its ongoing activities of providing community awareness, education and support related to dementia and Alzheimer's disease in the Kandiyohi County area. The MMDC is the fiscal host for the 18-month long grant.

WCDAN provides assistance in a number of ways. The organization provides awareness education to care professionals, local businesses, faith organizations, caregivers, and community members. They also provide resources to people living with memory loss and their caregivers. A volunteer community education team is utilized for these efforts. In addition, WCDAN has begun the Forget-Me-Knot Memory Café. The Memory Café provides a safe, supportive environment for people with memory loss and their caregivers.



The grant helped WCDAN host two major events in 2016. In October, WCDAN co-sponsored the Teepa Snow Conference at the Willmar Assembly of God Church. Teepa Snow is a world renowned speaker and one of the nation's leading educators on dementia. The event was attended by approximately 600 individuals. In April, they hosted a Spring Education Event featuring Lori La Bey. She is the founder of Alzheimer's Speaks, a Minnesota-based advocacy company that provides education and support for those dealing with Alzheimer's disease and their caregivers.

World renowned speaker, Teepa Snow, during her presentation above and to the right surrounded by those who helped make it happen.



To learn more about WCDAN and the services they offer, please visit their website at: www.wcdan.com.

Active Living Transportation Plans

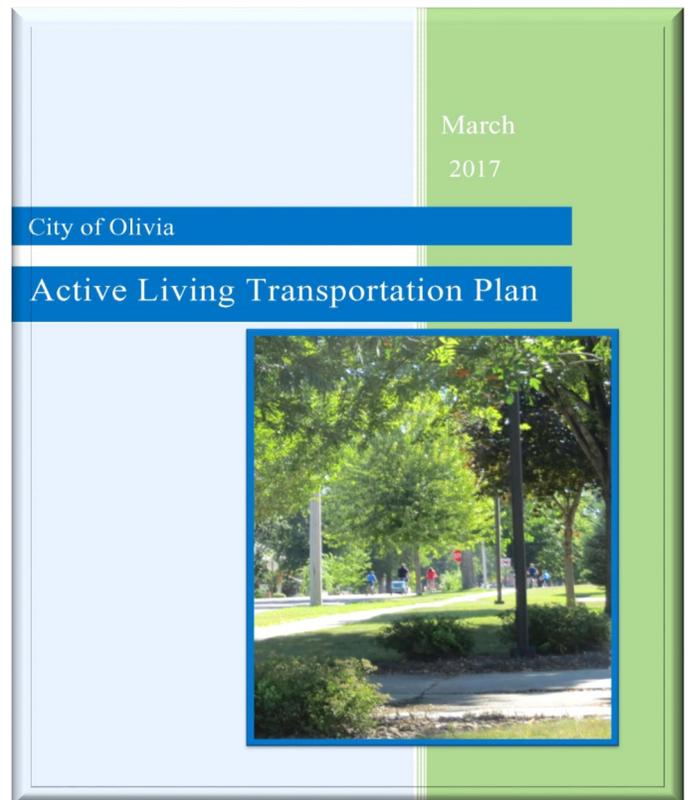
This past year, the Mid-Minnesota Development Commission (MMDC) has taken on assisting communities with creating documents called Active Living Transportation Plans. Through the funding assistance from Kandiyohi and Renville SHIP (Statewide Health Improvement Program) a Plan has been prepared for the City of Olivia, which was completed in early 2017. We are currently assisting the City of Bird Island.

The Active Living Coalition defines Active Living as “incorporating physical activity into your daily life”. It is a way to incorporate increased physical activity in our normal daily routines. Most communities are designed primarily for transportation by automobiles that restrict other safe and viable opportunities to get around. Active living transportation plans look to improve a community’s built environment to promote walking and bicycling in the community.

There are a number of benefits to encouraging active living. The foremost benefit and reason to undertake an active living transportation plan is to have a positive impact on the health of the residents. Physical activity has been shown widely as one of the most important things you can do to for your health. Making it more natural for persons to walk and bike is an effective way to increase resident’s physical activity levels. By providing a network of trails, sidewalks, bicycle road sharing routes, and other bicycle and pedestrian accommodations, will improve the livability of the community. A pedestrian and bicycle friendly community is a livability measure that helps attract and retain residents and the needed workforce for the community’s businesses. Better accommodating walking and bicycling in a community also benefits the large portion of the population that do not have motor vehicle licenses, or the ability to drive.

In preparing the plan, MMDC staff reviews a city’s current planning documents and ordinances to find implications for active living in the community. MMDC works with an active living committee to inventory current assets and existing conditions. Strategies are written to improve the walking and bicycling alternatives, and implementation steps are devised to implement these strategies.

Please contact the MMDC if you have interest in having your community prepare an Active Living Transportation Plan.



Transportation Planning

The Mid-Minnesota Development Commission (MMDC) receives an annual grant from the Minnesota Department of Transportation (MnDOT), matched with the local tax levy, to provide transportation planning services within the Region's four counties principally for activities involving surface transportation and to participate in the Southwest Minnesota Area Transportation Partnership (ATP) process. The Transportation Advisory Committee (TAC) makes recommendations to the Commission on these transportation activities.

The Commission annually participates in the Area Transportation Partnership's decision-making process of which projects receive Federal funding through the State's Transportation Improvement Program. MMDC's voting members on the ATP in 2016 were Sheldon Nies and John Stahl. Meeker County Engineer, Ronald Mortensen, was the Commission's County Engineer representative. The Commission holds an annual public informational meeting on the proposed Area Transportation Improvement Program. Staff provides assistance for this activity as well as serving on the ATP Committee that makes Transportation Alternatives Program (TA) funding recommendations. This program combined several federal programs together under the new federal Transportation Act, including the Enhancement Program, Safe Routes to School infrastructure funding, and Scenic Byway funding. Staff continues to be involved with developing application materials for this grant program. Staff has also been part of a statewide MnDOT Local Technical Team that has made recommendations on the ATP process including the TA application process.

Staff completed assistance in the preparation of a Safe Routes to School Plan (SRTS). Staff finalized SRTS plans for BOLD School District (Cities of Olivia and Bird Island), the Hutchinson School District, and for the elementary school in Dassel. The SRTS program is an opportunity to make walking and bicycling to school safer for children and to increase the number of children who choose to walk and bicycle. SRTS is a nationwide program. MMDC is paid by MnDOT to provide technical assistance to school districts and cities that have successfully applied to the state to move forward in creating plans.

Staff was funded by Kandiyohi-Renville SHIP to work with the communities of Olivia and Bird Island to prepare Healthy Living Transportation Plans (refer to page 9 of this Annual Report). Much of Olivia's plan was completed in 2016, while Bird Island's plan was in its beginning stages.

Staff was close to the completion of assisting Kandiyohi County prepare a Bicycle and Pedestrian Plan. A committee provided guidance to determine needed infrastructure to accommodate a network of trails and wider shoulder bicycle routes throughout the county.

Commission staff was also active in the following transportation activities during the 2016 Calendar Year:

- ◆ Staff provided input into various MnDOT statewide plans
- ◆ Staff attended RDC Transportation Planners meetings during the past year. These quarterly meetings allow the planners to share information and coordinate planning efforts.
- ◆ Staff serves on a Willmar Downtown Design Center Committees that are working on improving transportation connections to the central business district.
- ◆ Staff helped prepare an application for the City of Willmar to be named a bronze level "Bicycle Friendly Community" and continues to be part of the City's Bicycle Friendly Community Committee.
- ◆ The Commission continues to provide assistance to the Highway 15 Coalition. The Commission acts as the Coalition's fiscal agent.
- ◆ Staff attended the MnDOT District 8 "Toward Zero Deaths" (TZD) conference that was held in the spring. Staff is a member of the District 8 TZD Committee and has been part of county TZD committee efforts.
- ◆ Staff oversees changes to the Region's roadway functional classification system.

The 2020 Census Local Update of Census Addresses Operation (LUCA)



LUCA is the United State Census Bureau’s voluntary program to give an opportunity to State, county and local governments to review and comment on the residential address list for their jurisdiction prior to the 2020 Census. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census.

In July, 2017 all eligible governmental units will be sent an invitation letter and registration forms. We encourage that all of our local units of government participate in this process to help make sure that all your citizens are counted in the 2020 Census. Reasons why it is important to participate in LUCA are:

- * To help ensure an accurate decennial census count in your community.
- * To help the federal government distribute more than \$400 billion in funds annually for infrastructure, programs, and services.
- * To help your community plan for future needs.

“Under the voluntary LUCA Program, participating governments may review the Census Bureau's confidential list of individual living quarters addresses and provide to the Census Bureau address additions, corrections, deletions, and/or the identification of corrected address counts for census blocks; street and street attribute updates; and legal boundary updates. Governments electing to participate in the LUCA program also provide program contact information, certification of their agreement to maintain the confidentiality of the Census Bureau address information, responses regarding their physical and information technology security capabilities, program option and product media preference information, shipment inventory information, and certification of their return/destruction of materials containing confidential data.”

The Local Update of Census Addresses (LUCA) Program was developed by the U.S. Census Bureau to meet the requirements of the Census Address List Improvement Act of 1994, Public Law 103-430.

“The Geographic Update Partnership Software (GUPS) is new for LUCA. The GUPS is a self-contained Geographic Information System (GIS) update and processing package. In addition to the software, you will receive the Census Bureau’s address list, address count list by census block, and Topologically Integrated Geographic Encoding and Referencing (TIGER) partnership shape-files. The Census Bureau offers its address list in digital or paper formats. The digital format requires the use of spreadsheet or database software. The paper format is available only to governments with 6,000 or fewer addresses.”

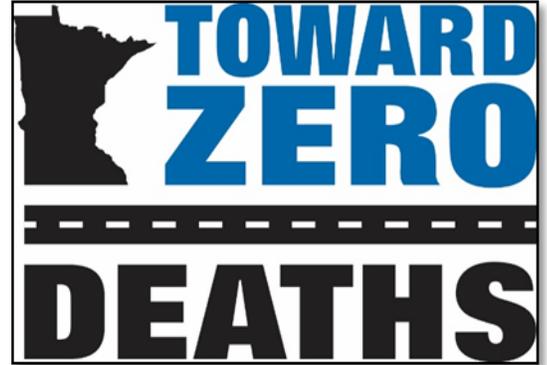


“Maps are offered in digital (TIGER partnership shapefiles that require GIS software) or paper (large format maps are 42 X 36 inches and include a DVD of small format [8.5 X 14 inches] block maps in Adobe PDF) formats. The Census

LUCA (Continued on page 12)

Toward Zero Deaths

Minnesota’s Toward Zero Deaths (TZD) Program is a partnership between the Minnesota Departments of Public Safety, Transportation, and Health, the University of Minnesota, and others. Each MnDOT District has a TZD Coalition, and MMDC staff is a member of the District 8 Coalition (Southwest Minnesota TZD). The TZD program “is the state’s cornerstone traffic safety program that employs an interdisciplinary approach to reducing traffic crashes, injuries, and deaths on Minnesota Roads.” The vision of the program is to reduce fatalities and serious injuries to zero. Through efforts in what is known as the “4 Es”, Education, Engineering, Enforcement, and Emergency Medical and Trauma Services, there has been strong progress made in reducing fatalities and serious injuries in the state. While this is good news, much more work is needed in such areas as improved seat belt use, speeding, drunk driving, distracted driving, and road safety improvements.



While Kandiyohi County has been operating their Safe Community Coalition, since 2006, McLeod, Meeker, and Renville Counties have in the past couple of years began TZD/Safe Road Coalitions. Each have various activities they are working on to lower crashes in their counties. Contact the coalition in your county to see how you can be of assistance. You may contact the Southwest Minnesota Regional TZD Coordinator, Annette Larson, at annette.l.larson@state.mn.us, or (507) 304-6110, to learn more. Please also consider attending a District’s TZD workshop which are held in the spring.

Southwest TZD includes the counties of Big Stone, Chippewa, Kandiyohi, Lac qui Parle, Lincoln, Lyon, McLeod, Meeker, Murray, Pipestone, Redwood, Renville, Swift, and Yellow Medicine.

For additional information, visit the state’s TZD website: www.MinnesotaTZD.org.

LUCA (Continued from page 11)

Bureau offers in-person training using LUCA materials. Self-training aids and webinars are available online at the LUCA web site.”

When a complete review is not possible, focus your review on these areas:

- * Group quarters – College dorms, nursing homes, correctional facilities, etc.
- * Areas of new construction.
- * E-911 conversion areas.
- * Single/multifamily home conversions.
- * New mobile homes.
- * Annexed land.
- * Areas along governmental boundaries.
- * Blocks with the greatest count differences between the Census Bureau’s address block count and your address block count.
- * County reviewers should also focus on the ungeocoded list.

For more information about LUCA, call 1-844-344-0169, e-mail the Census Bureau at: GEO.2020.LUCA@census.gov, or visit their Website at www.census.gov/geo/partnerships/luca.html.

Revolving Loan Fund Program

In 1995, MMDC received a grant from the U. S. Department of Commerce/Economic Development Administration to initially create a \$1,200,000. Revolving Loan Fund (RLF). The grant was partially matched by the Commission, local units of government, and the Southwest Initiative Foundation. Program goals include assisting businesses with gap financing and creating employment opportunities within Region Six-East's four-county service area. After due diligence, by the loan committee, loans are funded for working capital, real estate purchases, and equipment purchases.

The purpose of the RLF program is to strengthen and diversify the local economy. This is reached by providing a source of low interest financing to businesses, when credit is not otherwise available from other sources, and to ensure the successful completion of a project or activity. Job creation and retention are also a priority of the fund. Since inception the fund has borrowed almost \$4,000,000 and leveraged over \$27,000,000 in private investment. The loans have created or retained over 800 jobs in the four counties.



FEATURED BUSINESS



Prior to the formation of Superior Transportation Services, Joe Schieffert, one of the owners, was the manager/owner of the Sleepy Eye Bus Service, providing transportation to school district #84 and #2534. Joe and two partners formed Sleepy Eye Bus Service Inc. in 2004. Joe was responsible for the management of employees, bus maintenance, and communication with the school district including school board members, superintendent, parents, teachers, and students. Joe maintained this role until 2012 when Superior Transportation Services was formed by Joe and his wife Ashley.

Superior Transportation Services Inc. was formed in 2012 for the purpose of providing school bus services to a head start program called Tri-Valley Opportunity Council (TVOC). This program is funded through the USDA and provides curriculum based day care for children of migrant workers in MN. As with most programs like this and school districts that operate their own buses, it is difficult to find and keep good drivers. It is also tough to keep equipment up to DOT standards. TVOC asked Superior Transportation Services to take over transportation services at one of their centers in Elysian MN. The business has also provided similar services to centers in Danube, MN and Monticello, MN on more of an as needed basis. In February of 2014 Superior Transportation Services Inc. expanded by purchasing a bus company in Springfield, MN. Superior Transportation was also awarded the contract for the BOLD Public School District in May 2016. We currently provide the transportation for school district #85 and #2534.

MMDC Can Provide Survey Research Assistance

The MMDC can provide local units of government and other regional entities assistance with conducting surveys, analyzing results, and producing survey reports. Staff have both the capability to produce scientific surveys utilizing SPSS software, or more general surveys that provide an opportunity for community input, using SurveyMonkey.com.

An example of an online survey that was conducted in 2016 for the City of Willmar. Staff assisted the City with a “Projects of Regional Significance Report” that guided discussion of major projects the community may want to pursue over the next two to ten years. Willmar asked MMDC to develop and administer an online survey designed to gauge the public’s interest in a number of potential projects of regional significance. In addition to prioritizing projects, the respondents were also asked if they would support paying for the projects with either local property taxes or implementing a 0.5% local option sales tax. A total of 840 persons participated in the online survey. Filters were used to determine such factors as how Willmar citizens answered the survey compared to non-residents.

City of Willmar

Projects of Regional Significance (PRS) Report

Prepared for the Willmar City Council

**Draft Date:
June 1, 2016**

Prepared by the Mid-Minnesota Development Commission



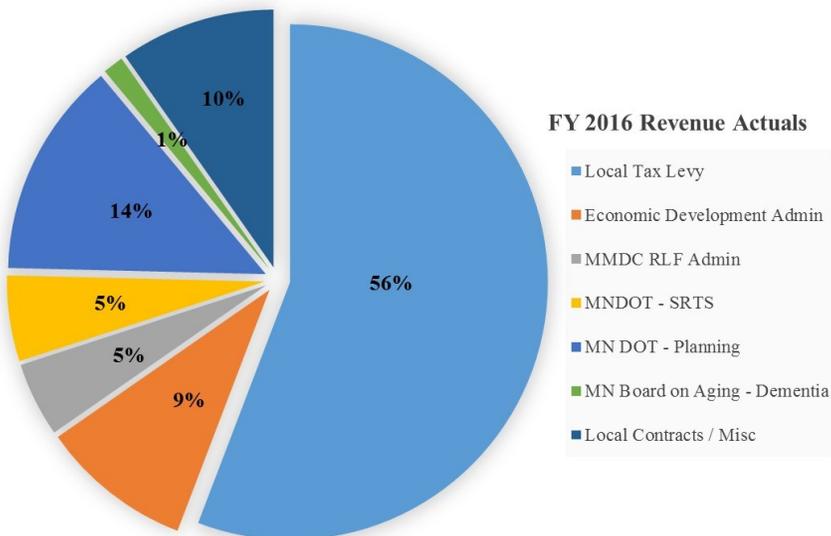


The survey results were presented at two City Council listening sessions. The survey results and the comments made at the listening sessions are summarized the “City of Willmar Projects of Regional Significance (PRS) Report.”

Financials & 2017 Budget

REVENUES	FY 2016 Budget	FY 2016 Actuals	FY 2017 Budget
Local Tax Levy	\$ 306,679	\$ 308,239	\$ 306,679
Economic Development Admin	52,628	52,628	52,628
MMDC RLF Admin	24,467	25,811	25,300
MNDOT - SRTS		29,682	-
MN DOT - Planning	75,000	75,000	75,000
MN DOT - Transit	-	-	25,000
MN Board on Aging - Dementia	6,792	7,161	43,525
Local Contracts / Misc	<u>80,474</u>	<u>53,810</u>	<u>53,694</u>
TOTAL	\$ 546,040	\$ 552,331	\$ 581,826

EXPENDITURES	FY 2016 Budget	FY 2016 Actuals	FY 2017 Budget
Salaries & Fringe	\$ 441,261	\$ 441,521	\$ 456,068
Supplies & Printing	12,281	12,668	16,343
Communications	22,860	23,015	24,834
Services	47,669	47,448	67,239
Capital Outlay	-	-	1,500
Volunteer Services	541	539	2,480
Travel & Training	10,806	10,740	15,011
Commissioner Travel/Expenses	<u>7,300</u>	<u>8,807</u>	<u>7,775</u>
TOTAL	\$ 542,718	\$ 544,738	\$ 591,250



**Fiscal Year
2016 Audit:**

The Mid-Minnesota Development Commission (MMDC) contracts with Conway, Deuth and Schmiesing, PLLP, Certified Public Accountants, Willmar, Minnesota to conduct an annual audit. The Fiscal Year 2016 auditors report expresses an unqualified opinion on the General Purpose Financial Statements of the Mid-Minnesota Development Commission.

Mid-Minnesota Development Commission

333 Sixth Street Southwest, Suite 2
Willmar, MN 56201-5615
Email: mmrdc@mmrdc.org

Please visit us at:
<http://www.mmrdc.org>

Serving the People of Kandiyohi, McLeod, Meeker, and Renville Counties since 1974.



Executive Director.....	Donn Winckler
Financial Director/Office Manager	Sue Gimse
Economic Development Director	Les Nelson
Community Development Director	Matthew Johnson
Admin.Assist./Tech Support Specialist.....	Terresa Westerman

2016 MMDC Staff