

### **Meeting Agenda**

July 2<sup>nd</sup>, 2018 (7:00PM)

### Please call 507-479-3219 if you are unable to attend

- I. Call meeting to order
- II. Agendas& Minutes
  - 1. Consider 7/2/2018 Agenda
  - 2. Consider 6/4/2018 Minutes
  - 3. Consider 6/11/2018 Special Meeting Minutes
- III. Bills and Communications:
  - A. Fund Balances \$5,102.93
  - B. Reports
- IV. Monthly Reports/Updates:
  - 1. Mayor's report
  - 2. Council Liaison report
    - i. Mark Wentzlaff
    - ii. Diane Brown
- V. Unfinished business:
  - 1. Approve/Deny revolving loan to JIT in the amount of \$15,000
  - 2. Approve/Deny resolution #2018-1
- VI. New Business:
  - 1. Bartels Truck Line construction in Industrial Park (Allen Smith)
  - 2. MVEC grant and Fundraiser for LED lights
  - 3. Small Towns Grants Program from SMIF
  - 4. Presentation of the City of Green Isle Economic Profile draft
  - 5. Annual Report Draft 2018
- VII. Adjournment



# June 4, 2018 7:00 PM

### I. CALL TO ORDER

Pursuant to due call and notice thereof, Green Isle board member Mike Wentzlaff called the Green Isle Economic Development Authority meeting to order at Green Isle City Hall at 7:00 PM.

Members present: Mark Wentzlaff, Mark Miller, Jason Mackenthun, Diane Brown, and Scott Vos.

Members absent: Randal Bruegger

Staff present: Amy Newsom (EDA Director), Lilian Nakijoba (Intern, Sibley County)

Staff absent: None

Guests present: None

### II. MINUTES AND AGENDA

- 1. 5/7/2018 EDA minutes
- 2. 6/4/2018-Amy requested to add the introduction of Lilian Nakijoba, a new community development intern at Sibley County. Motion by Wentzlaff, second by Brown at accepting minutes and agenda with additions. Motion carried.

### III. BILLS AND COMMUNICATIONS

### IV. MONTHLY REPORTS/UPDATES

- 1. Mayor's report: None
- 2. Council liaison reports (Mark Wentzlaff and Diane Brown): None

### **V. UNFINISHED BUSINESS**

### 1. Update on USDA RLF grant:

a. Lilian reported that the USDA denied Wade Scott's Application and read verbatim the response from David Wittwer, the area specialist, USDA.

'I have reviewed the submitted application from the ultimate recipient. It appears that the building is a mixed use property. The only way that you would be able to use the RBDG funds for a mixed use property is if you were able to isolate that the benefit of the funds would be solely and strictly for the benefit of the commercial use. If the residential portion is benefited at all, the project must be determined ineligible'.

Newsom noted that she is looking at 2 other probable applicants for the grant funds.

# 2. Child Care Update from Brandy Barrett, Green Isle Community School:

a. Lilian Nakijoba reported updates from Director Brandy Barrett that the school currently has 12 children on the wait list. School renovations could not be made while children were still attending school but now organizing and cleaning out class rooms is set to be done by the end of this week. Inspections are planned to follow, and renovations thereafter.

### **VI. NEW BUSINESS**

1. 'Safe Routes to School' Grant Application (Installing a sidewalk along Highway 25 from St. Brendans School to Church Avenue)

Lilian Nakijoba gave updates from Sam Parker, Region 9 Community Development Planner that the grant would be a minimum of \$100,000. It is solicited for at the same time as the Transportation Alternatives (August-September as probable time period).

Sam agreed that R9 could do a free survey for the sidewalk and he would be happy to set it up for the city.

Newsom added that the city would have to provide funds for engineering costs and actual land survey for the sidewalk. The board agreed to include the topic on the city council agenda set for June 12<sup>th</sup>, 2018, for further discussion.

VII. ADJOURNMENT: At 7:30 pm



# Special Meeting Agenda Monday, June 11th (7:00 P.M.)

### I. CALL TO ORDER

Pursuant to due call and notice thereof, Green Isle EDA President Randal Bruegger called the Green Isle Economic Development Authority meeting to order at Green Isle City Hall at 7:00 p.m.

<u>Members present:</u> Randal Bruegger (President), Mark Wentzlaff, Jason Mackenthun, Mark Miller, Diane Brown, Scott Vos

Members absent: None

Staff present: Amy Newsom (EDA Director), Sabrina Hille (Intern)

Staff absent: None

Guests present: Joe Kreger - Mayor

### II. NEW BUSINESS

Discussion on the Industrial Park with Consensus of the Board was to move forward with business within the Industrial Park.

### III. ADJOURNMENT: At 8:00 P.M.

### PRESS RELEASE:

# CHRISTMAS IN JULY FUNDRAISER FOR THE CITY OF GREEN ISLE

The community of GREEN ISLE is looking to celebrate a Christmas in July!

This is one of the ways we can come together and take pride in our community, feel a sense of home and get to know each other better!

The City has organized a fundraiser at the Green Isle City Hall and invites every member and organization in the community to contribute to this noble cause. Bring the family, and enjoy a night in your hometown to add some more sparkle to the Minnesota winter.

Donations will go towards the purchase of Christmas LED lights which will be placed around the city, to extend the life of present decorations and make an addition to making energy more efficient, and hence the theme "Christmas in July".

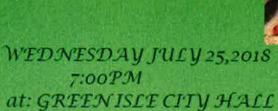
These lights are a symbol of community and togetherness in the Green Isle community and the celebration of our home.

Please come donate to this cause on <u>JULY 25<sup>th</sup> at the GREEN ISLE CITY</u> <u>HALL, starting at 7PM.</u>

Coffee and Cookies will be available.



in JULY' Fundraiser



For more information please contact

At Lilian Nakijoba

At LilianNaco.sibley.mn.us

Or call: 507-237-4050

AMY NEWSOM
At: AmyN@co.sibley.mn.us
Or call: 507-237-7800

The Southern Minnesota Initiative Foundation is seeking applications for small town grants.

The small town grants program is set out for towns with populations of 5000 or less. Requests of up to \$10,000 will be considered.

Ideas considered will be those that have the power to help small towns thrive, for example strategic planning, funds to implement a project or a stipend to support a leadership development program.

Priority will be given to applications that demonstrate an asset-based approach, community collaboration, measurable results and an effective solution to enhancing community vitality.

Ideas for use of grant are welcome.

# Applications are due by August 31st, 2018.

# Awardees will be notified by October 11th, 2018.

# **Application Requirements:**

- 1. Completed application and budget including a narrative of how this project will be transformative for your community.
- 2. IRS 501(c) determination letter.
- 3. Audited financials or filed tax forms(If unaudited)
- 4. Letters of support from partner organization(s) other than the applicant organization.
- 5. All grantees MUST submit final grant reports.



# Southern Minnesota Initiative Foundation Small Towns Grants Program Guidelines and Procedures

Effective June 15, 2018

For the past 31 years, Southern Minnesota Initiative Foundation (SMIF) has been working collaboratively to help create vibrant communities, innovative and successful economies and engaged and valued citizens. A key component to creating a vibrant region is to ensure all of its communities are strong and successful.

Small communities are the fabric of our region, yet sometimes lack the financial resources to build on the assets and uniqueness of their communities. Economic and community changes are inevitable. SMIF believes communities have the ability and leadership to adapt to these changes given the proper resources.

The Small Town Grant Program seeks to build sustainable and vibrant communities by engaging its members, enhancing existing leadership and opportunities for new leadership to emerge. Rather than funding a one-time project, we seek to build enduring, community capacity that will perpetuate collaboration for future work.

Because of our belief in the power that lies within our smaller communities, we have created a grant program for communities in our region with populations of <u>5,000 or less</u>. **SMIF is offering grants of up to \$10,000 for these communities to support projects that can demonstrate a collaborative and economic opportunity for their community.** 

### **Priority Consideration**

- Asset-based approaches—projects that maximize the strengths, talents, and resources of the local community
- Collaboration/partnership—projects that bring the community together in unique and effective ways
- Sustainability of local or other funding streams—projects that have solid plans for continuation outside of SMIF funding
- Leveraged funding—projects that access all available resources and maximize SMIF's investment and provide a local match of in-kind and/or cash (25% in-kind or cash match is required)
- Effectiveness—projects that aim to effectively address an identified need and/or opportunity





- Measurable results—projects that will demonstrate impact within your community as defined by the community
- Priority Consideration is given to smaller communities whose projects demonstrate the
  information above and to projects that are "new" or clearly demonstrate an
  "enhancement" to an on-going effort.

### **Project Examples**

- Fostering community buy-in, such as an outcome-based and goal-driven visioning and planning initiative
- Engaging stakeholders in developing economic opportunities in their community like a trail system or travel destination
- Aligning local businesses, community stakeholders and the school district to create a community Makerspace program
- Spurring new collaborations towards leadership training or a community project such as an event or outreach like a multi-cultural festival in celebration of different cultures or a community garden
- Working with the community to develop a brand identity and marketing approaches to attract new residents

### **Application Requirements**

- Completed application and budget including narrative of how this project with be transformative for your community
- IRS 501(c)(3) determination letter (if nonprofit organization)
- Audited financials or filed tax forms if unaudited
- Letter(s) of support from partner organization(s) other than the applicant organization and fiscal agent
- Up to \$100,000 in total grant funds will be awarded to 10 communities
- SMIF requires all grantees to submit final grant reports.

### **Exclusions**

- Individuals, businesses, or other for-profit organizations
- General operating expenses and expenses not directly related to the project/program
- Existing deficits
- Programs or services mandated by law
- Routine city, county, or township planning or zoning
- Routine maintenance
- Routine capital projects that cannot demonstrate an impact within the community





### **Application, Grant Review and Award Process**

SMIF awards grants on a competitive basis. Eligible applications that demonstrate a transformative and collaborative impact within their community will receive a full review, which may include a site visit, by SMIF staff members. Note: Site visits are intended to gain additional information about the organization and the proposal. The most successful site visits include all collaborative partners.

The Grant Review Committee, comprised of Board of Trustee members and community members, makes the final grant award decisions.

Grant award payment(s) will be made once all grant contract requirements are completed. SMIF requires all grantees to submit grant reports as outlined in the grant contract. Failure to submit a report, incomplete reports, and/or late reports may jeopardize future grant funding from SMIF. SMIF will provide a public announcement highlighting the project on behalf of the grant recipient.

# **Application Deadline**

**Deadline for application is 4:00 pm on August 31, 2018.** Awards will be made by October 11, 2018.

Submit application and attachments via mail, fax or email to:

Southern Minnesota Initiative Foundation

Attn: Jennifer Heien

PO Box 695

Owatonna, MN 55060 Fax: 507-455-2098

jenniferh@smifoundation.org

All applicants will be contacted via email or telephone to confirm receipt of their application.

### Contact Us

Jennifer Heien, Grants Coordinator 507-214-7040 jenniferh@smifoundation.org

For more information or help with questions, contact 507-214-7040 or visit www.smifoundation.org.



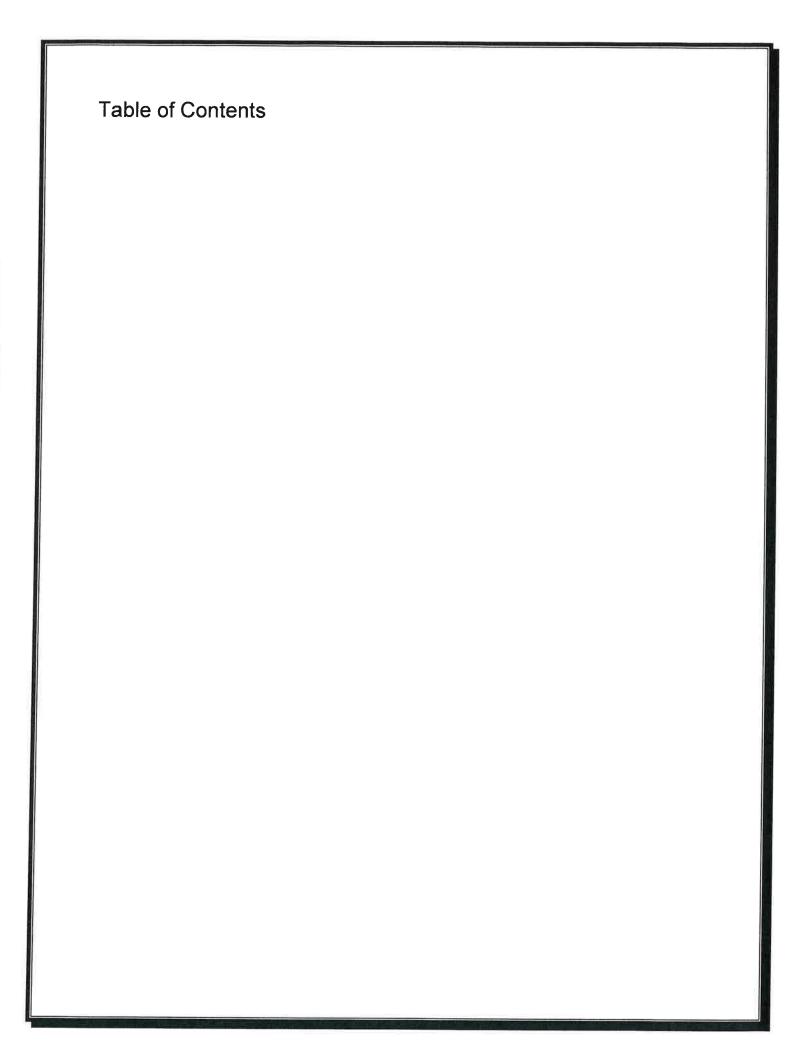
# RESOURCE PROFILE FOR ECONOMIC GROWTH CITY OF GREEN ISLE, MN





"...a bit of Ireland"

Economic Development Authority



# **Overview of the City**

Green Isle is a growing community located in South Minnesota., approximately 55 miles southwest of the Twin Cities. It is a 'Premier City on the Move' within Sibley County located by the intersection of Minnesota State Highways 5 and 25. According to the United States Census Bureau, the city has a total of 0.8 square miles, all of it land, and its elevation is 1,004 feet (306m) above sea level. Bodies of water close to Green Isle include a series of 3 lakes collectively known called the Mud Lakes, along Washington Lake and Shauer Lake. Near Green Isle, there is also Silver Lake, High Island Creek and the Minnesota River.

Green Isle is a progressive city and home to over 555 residents, with low costs of living and crime rates, and easy access to major highways. These aspects have been major contributions towards the growth of the city's housing sector, industrial park establishment and growth.



A map of Green Isle's Location



Aerial View of the City

... Beautiful
Community, a close
distance to
everything; shopping,
restaurants and
more! You have to
check out the
wonderful baseball
field in town!

Mike
 Westphalen,
 Realtor, RE/MAX
 Advantage Plus

# HISTORY OF THE CITY

Green Isle Township settled in 1857, and organized on May 11<sup>th</sup>, 1858. The city received its name referring to Ireland, "the Emerald Isle" by suggestion of Christopher Dolan, an Irish immigrant. The area around Green Isle was settled by several families as early as 1855. The Minneapolis and St Louis railroad with the station came through in 1881. The city of this name, in the adjacent section 18 of Washington was platted in August, 1881 and incorporated as a village on December 8, 1883. The city had a station of the Minneapolis and St Louis railroad and has had a post office since 1866. Lake Erin, next eastward from this city, testifies similarly to the loyal spirit of its settlers from Ireland.

# **COMMUNITY DEMOGRAPHICS**

Between 2015 and 2016, the city population declined by 0.72% and its household income increased from \$54,167 to \$57,500, a 6.15% increase.

The population of Green Isle is 88% white, 10.5% Hispanic and 1.45% other.

9.8% of the people in the City speak a non-English language, and 93.50% are U.S citizens.

Population-551

Median age-34

Median Income-\$54,167

Median Home Value-\$117,000

# MEDIAN AGE IN GREEN ISLE

Median Age	33.6%	
Age 18 Over	68.1%	
Age 21 Over	62.3%	
Age 62 Over	12.8%	
Age 65 Over	12.4%	

# **HEALTH OVERVIEW AND QUALITY OF LIFE**

Green Isle is 6 miles away from the Ridgeview Sibley Medical Center, which is dedicated to providing health care services of outstanding quality, caring for patients and improving the health of individuals served.



The Ridgeview Sibley Medical Center

Green Isle has a 1:27
primary care clinician
to patient ratio and a
Medicare
reimbursement
average per patient
per year of \$8,695.
Green Isle residents
6-17 years of age are
the largest group
with health care.

# **EDUCATIONAL RESOURCES**

The community is home to the Green Isle Community School, dedicated to foster a positive and respectful multiage environment that promotes educational excellence, service learning, community connections and responsible citizenship to children.













**Green Isle Community School** 

..."There are wonderful learning opportunities at the Green Isle Community School that all students can appreciate..."

Shelly King

Parent-Member, Board

All staff work together to enrich the greater Green Isle Community by establishing traditions that celebrate history and heritage. The school also purposefully strives to create a nurturing environment that will foster respect, cooperation and good character development in children.

The school also purposefully strives to create a nurturing environment that will foster respect, cooperation and good character development in children.

In addition, there are a number of universities and colleges within 40 miles of Green Isle, including Ridgewater College in Willmar and Hutchinson, Gustavus Adolphus College, 24 miles away in St Peter, MN, Bethany Lutheran College, Mankato and Minnesota State University, Mankato, about 36 miles away.

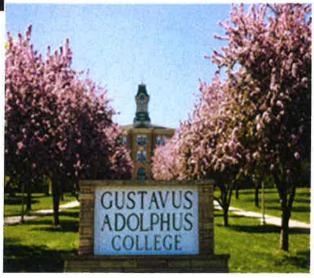


Over 15,000 students are enrolled each year.

Minnesota State

University offers various areas of study both from undergraduate and graduate programs including; Accounting, nursing, sociology, theatre arts and political science.

Gustavus Adolphus College has a student enrolment of over 2,500 students. Some of the programs offered include; Computer Science, Economics, Gender Studies





Ridgewater College offers a

Variety of educational options

including Art&Design,

Business&Marketing, Information

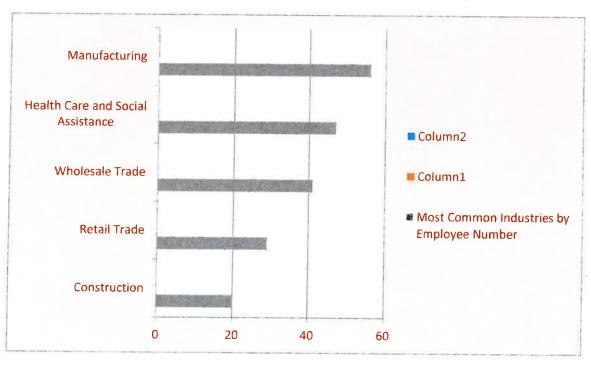
Technology and Law Enforcement

# Overview on the Local Economy

The city of Green Isle employs 280 people. The economy specializes in Wholesale Trade: (Agriculture, Fishing and Forestry), retail trade, manufacturing, health care and social assistance, which employ 2.07 times more people than what would be expected in a location of this size. (datausa.com)

The economy is fairly diverse and has developed its economy and resources through timely and steady investment in developing an industrial park to attract businesses and make the community grow.

# Graph showing most common Industries by Employee Number



# **Select Major Non-Government Employers**

Employer	Product /Service	
Wentzlaff Masonry Construction	Construction Services	
Vos Construction Inc.	Construction Services	
Mineral Service Plus, LLC	Well Drilling Contractor	
JIT companies	Water Jet cutting	



JIT Company, Shamrock Drive, Green Isle



**Vos Construction Inc.** 

'...little has changed since the first time I used Vos Construction Inc. back in the 80's, when I found the company to be honest, punctual, pleasant, while providing outstanding workmanship with the utmost of integrity...'

- Larry Webber, (representing Olsen Chain& Cable Owned and operated by the Camp Family)

# **SERVICES AVAILABLE IN GREEN ISLE:**

The city offers variety of services to residents and businesses to ensure the well-being, comfort and growth of everyone in the community. The amount of growth, as well as the commitment from the City to provide as many services as possible in such a small community is what led the city to the Opening of a charter school, which welcomed students in the fall of 2005.

Services offered include:

### 1. BANKING

The Cornerstone State Bank, a locally owned and independent bank, has grown over the years and extended a branch in Green Isle. All staff is committed to hometown service and growth of its customers, and the community as a whole.

The City combines
many essential
functions and services
with the city of
Arlington namely;
water treatment and
waste water
services. Police
Protection is provided
by the Sibley County
Sheriff's
Department. These
types of relationships
have proven to be
very cost effective



Cornerstone State Bank

# 2. LAW AND ORDER

The Sibley County Sheriff's
Department provides law
enforcement protection for the city
of Green Isle

# 3. HOUSING

The City offers affordable homes in a small town friendly, clean and safe atmosphere, with ease of access to the State Highways 5 and 25, and to nearby businesses and services. The lots are well equipped with one of the newest and most advanced water and wastewater systems.

Whatever your
preference is, the City
of Green Isle offers it:
from single family
custom homes in any
style or size to single
level twin and quad
homes for the
individual that does
not want to the
upkeep of a large yard
or a lot of steps to
shovel.



# City of Green Isle Economic Development Authority Annual Report 2018



Photo: EDA 2018 members

Front Row (Left to Right): Diane Brown, Scott Vos, Randal Bruegger (President)

Back Row (Left to Right): Mark Miller, Jason Mackenthun, Mark Wentzlaff (VicePresident)

City of Green Isle

Economic Development Authority

Annual Report 2018

# **Report Contents:**

- I. Green Isle Economic Development Authority
- II. 2018 Goals and Objectives
  - A. Create and use an EDA bank account
  - B. Create and Economic Profile for the city of Green Isle
  - C. Promote the City
  - D. Create and maintain a city Facebook account
  - E. Attract businesses to Green Isle
  - F. Identify area of Improvement
- III. Activity Report
  - a. USDA Rural Development Grant Application
  - b. New Businesses in the Industrial Park
  - c. Child Care Center at the Green Isle Community School
  - d. One on one face book and website assistance
  - e. Advertising and Purchase of Residential Lots
  - f. Christmas Lights
  - g. SMIF grant
  - h. EDA Website Content
- IV. 2019 GOALS AND INITIATIVES
  - A. Ongoing Initiatives
- V. Conclusion

# I. GREEN ISLE ECONOMIC DEVELOPMENT AUTHORITY

The Green Isle Economic Development Authority (EDA) is governed by a six member Board of Directors. The Board consists of two members from the business community, four residents, and one City Council liaison. The structure of the board during 2018 is provided in the table below.

Member	Position	Affiliation	Term Expires
Randal Bruegger	President	Green Isle Resident	12/2019
Mark Wentzlaff	Vice President, Board of Directors	City Council	12/2022
Diane Brown	Member, Board of Directors	City Council	
Scott Vos	Member, Board of Directors	Business Owner	12/2021
Mark Miller	Member, Board of Directors	Business Owner	12/2022
Jason	Member, Board	Green Isle	12/2023
Mackenthun	of Directors	Resident	

Two members; Diane Brown and Jason Mackenthun were sworn in as EDA members on January 10<sup>th</sup>, 2018.

The EDA is also currently contracting with Sibley County for Economic Development Assistance. Amy Newsom is currently filling this position.

# II. 2018 GOALS AND OBJECTIVES

At the start of 2018, the EDA specified several goals and objectives to be accomplished throughout the year, including creating and using an EDA bank account, attracting businesses to Green Isle, and promoting the city, creating an economic profile and a City Facebook page, and identifying areas of need/improvement in the community. The following were undertaken.

# A. Create and use an EDA bank account:

The Green Isle EDA has opened a bank account for its portion of the revolving loan fund. The EDA is waiting to receive the USDA funds to open a bank account. JIT Company is interested in filling out the RFL grant application to get the process moving.

# B. Create an Economic Profile for the city of Green Isle

The Green Isle Economic Development Profile, highlighting transportation, the community school, housing and the industrial park is currently being arranged and compiled by the Sibley County Economic Development Department.

# C. Promote the City:

# D. Create and Maintain a Facebook account:

Amy Newsom created a city Facebook page and is currently handling its management to help promote the city.

# E. Attract Businesses to Green Isle

The EDA board moved to market and promote the Industrial park, and as a result, the city received a new business in the park and 2 more presented interest in moving to Green Isle.

# F. Identify areas of Improvement:

The EDA board is currently discussing fund acquisition and improvements to be made by 190 McGrann Street, in efforts to build a sidewalk for children attending the Green Isle Community School

### III. ACTIVITY REPORT

In addition to the identified goals and objectives above, there were other activities undertaken by the EDA IN 2018. These included:

# a) USDA Rural Development Grant Application

The Green Isle EDA made the grant application to the United States Department of Agriculture for a grant under its Rural Business Development Grant Program and received the funds, to be used under the EDA board administration. Amy Newsom contacted various businesses to have them apply for the loan.

# b) New Businesses in the Industrial Park

The EDA approved the brewery business and Timberline Wood Products Purchase and operation in the Industrial Park and is currently working with a new potential automated storage business to purchase more industrial lots.

The EDA is currently marketing the smaller lot off Highway 5 to attract a fast food place, coffee house or a restaurant.

# c) Child Care Center at the Green Isle Community School

Director Brandy Barrett reported to the EDA board that the school submitted a license for a child care center, and information on this center was made available on the school website. Class room renovations, inspections and improvements are currently being done, and there are 12 children on the waitlist.

# d) One on One Facebook and Website assistance:

Amy Newsom reported that Sibley County is still offering one-on-one assistance to residents and businesses in creating and maintaining their Facebook pages, business websites and logo creation.

# e) Advertising and Purchase of Residential Lots:

Residential lots available in the City were posted on the city website by Amy Newsom. The mayor reported that new homes are being constructed in Green Isle, and 3 lots were purchased by a resident. Marketing for these lots is still ongoing. Information about location and pricing of available lots is on the City Website

# f) Christmas Lights:

The city will apply for the MVEC operation Round Up again in August. The city is planning on a fundraising event for July 25<sup>th</sup> to raise funds for a grant match.

# g) SMIF grant

The city is looking to apply to the Southern Minnesota Initiative Foundation again. Suggestion for fund uses could be.....

# h) EDA website content

The EDA section of the Green Isle City website now includes information on the city news and updates, upcoming community events and the city contact, board packets on the EDA minutes and agendas (June 2017-June 2018), and resources on the Green Isle Tax

Abatement Policy, Green Isle TIF policy and application, Green Isle City Brochure, Green Isle Commercial Lots policy, local developer listings, Industrial park lots, business lots, residential homes for sale and drone footage of residential lots.

The EDA portion of the website also includes a link to several resources available on the Sibley County website including:
Minnesota Department of Employment, Small Business Development Center, R9, Rural Minnesota Energy Board, Sibley County Funding Sources, Sibley Talk, Southern Minnesota Initiative Foundation, Twin Cities & Western Railroad Company, and Sibley County Workforce information.

# IV. 2019 GOALS AND INITIATIVES

# A. Ongoing Initiatives

- 1. Attract Businesses
- 2. Market Community on City Facebook page
- 3. Create an Economic Profile
- 4. Maintain EDA bank account
- 5. Compiling the 2018 annual report

# V. CONCLUSION

The EDA successfully reorganized the board of directors with the addition of two members and created an EDA bank account. The EDA is constantly working on finalizing the loan applications for the Revolving Loan Fund with help from Sibley County, represented by the EDA Director, Amy Newsom. More businesses are interested in the industrial park so the city is working with a number of them. Many of the other EDA goals continue to be pursued, including promoting the city and attracting more residents and businesses to grow the community.