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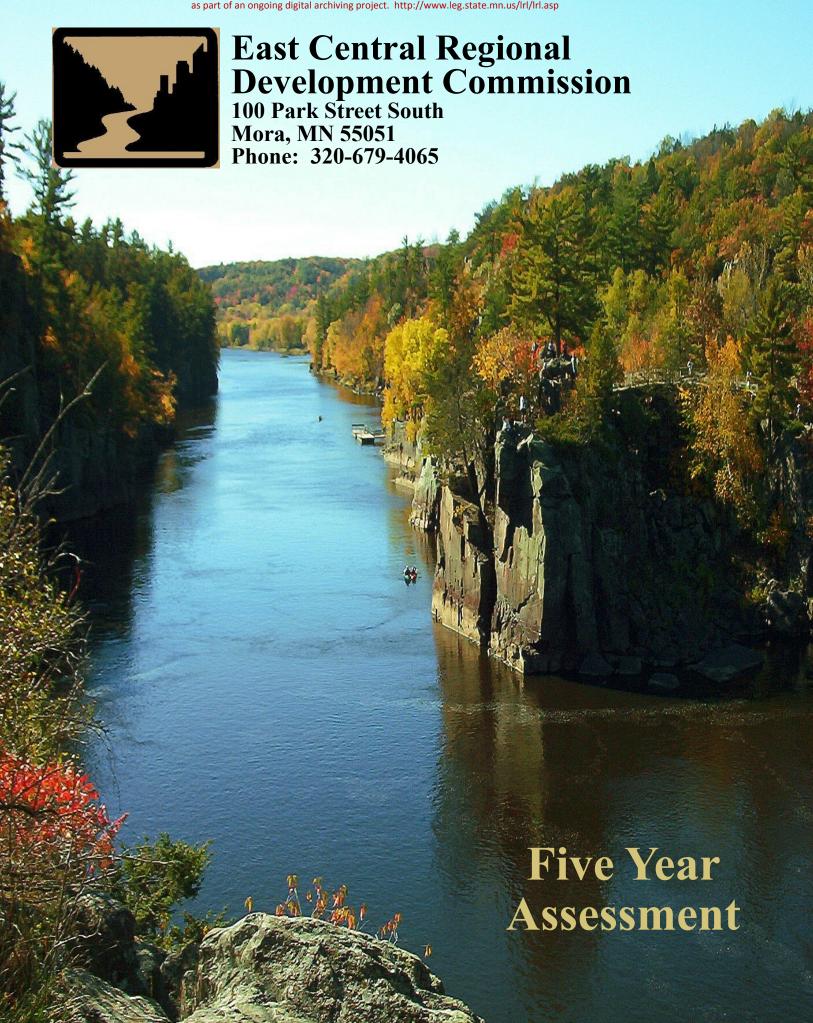


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I. INTRODUCTION

During 2016, the East Central Regional Development Commission (ECRDC) conducted a performance assessment to determine how well it had performed during the preceding 5 years. This assessment was performed as required by Minnesota Statute 462.393 Subd. 2, which states "In 2001 and every five years thereafter the commission shall review its activities and issue a report assessing its performance in fulfilling the purposes of the Regional Development Act. The report shall address whether the existence of the commission is in the public welfare and interest."

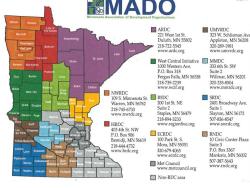
This report will include information gathered by means of a survey, analysis of the survey results, reports on accomplishments in various program areas, setbacks, and financial information for the past five years. At the conclusion of this report, we will discuss possible next steps as the East Central Regional Development Commission positions itself for the future.

The East Central Regional Development Commission conducted a Performance Assessment Survey during September 2016. A total of 45 surveys were disseminated via U.S. Mail to customers who utilized the Commission's programs and services during the preceding 5 years. A total of 18 responded to the mailed survey resulting in a 42% response rate. A copy of the Performance Assessment Survey and its results follow.

A. SATISFACTION

The survey asked its customers to rate their satisfaction with the amount and quality of the assistance provided by the ECRDC. The survey results indicated that 94% of the respondents agreed the ECRDC performed satisfactory to very satisfactory in the amount and quality of services provided. All of the respondents indicated the Commission was useful to their organizations in carrying out the function and responsibilities. Further, that the Commission was useful in communicating local concerns to state and federal agencies.

The key question in this section, however, and perhaps the key question on the survey "Do you feel the Commission is currently fulfilling its



role?" In varying degrees ranging from somewhat to strongly, 94% of the respondents to this question agreed that the Commission was fulfilling its role. The remaining 6% of the respondents answered "no" indicating that they did not feel the Commission was fulfilling its role. The result of this question seems to demonstrate that the "existence of the commission is in the public welfare and interest," as required by the Regional Development Act.

B. PROGRAM PRIORITIES AND PERFORMANCE

Each year the ECRDC develops an overall work program that addresses specific objectives to be accomplished during the upcoming fiscal year. Many of the objectives vary little from year to year, and reflect the ongoing operations of the ECRDC. Respondents were asked to evaluate the importance of the Commission's major work program areas and rate the performance. Below are these areas and the associated responses.

At the conclusion of the survey, respondents were invited to provide written comments regarding possible changes the ECRDC might undergo to become more efficient and effective.

The mission of the East Central Regional Development Commission mission is to provide leadership and direction through creative problem solving. We do this by initiating projects and programs that lead to creative solutions to regional problems, providing technical assistance and identifying and developing available resources. We serve in a leadership role as an advocate for East Central Minnesota to bring about positive change.

II. ECONOMIC DEVELOPMENT

The ECRDC represents Region 7E as a federally designated Economic Development District (EDD). The Economic Development Administration (EDA) of the U.S. Department of Commerce provides a Partnership Planning grant to the ECRDC to work with local units of government and other stakeholders to develop and implement a Comprehensive Economic Development Strategy (CEDS) that addresses economic distress. The ECRDC also functions as the portal for local governments to apply for other EDA funding opportunities such as the Public Works and Technical Assistance programs.

The ECRDC consistently receives high marks for it administration of the EDD and was among the first Districts in the nation to be upgraded from a 1-year to a 3-year planning grant award in 2008. Over 80% of the survey respondents rated economic development program as either important or very important to either their particular jurisdiction or the region as a whole. Listed below are some of the activities that the ECRDC has engaged in during the past 5 years relating to economic development:

A. JOB OPPORTUNITY BUILDING ZONE (JOBZ) PROGRAM: The ECRDC continued efforts to promote,

market and assist in the administration of JOBZ program in conjunction with the local units of government and the MN Department of Employment and Economic Development (DEED). JOBZ was a State of Minnesota initiative that provides substantial tax relief to companies starting up or expanding in designated locations. The program began on January 1, 2004 and expired on December 31, 2015. A total of 12 cities participated with a total of 1,486 acres being awarded JOBZ status.

During the life of the JOBZ program, about half of the JOBZ acreage was utilized for thirteen projects in the region. A report from the MN Dept. of Employment and Economic Development (DEED) indicates that JOBZ projects in Region 7E produced 823 new full-time-equivalent (FTE) jobs with an average wage of \$23.67 per hour. The results far exceeded the original goals of 521 jobs with an average wage of \$15.00 per hour.



Polaris Industries research and development facility located in Wyoming MN, completed an addition of 145,000 square feet to their facility. They opened the expansion August of 2013 and had a total of 403 employees as of December 30, 2013.

The ECRDC worked extensively with local units of government, GPS 45:93 (formerly the Northern Technology Initiative), and the Initiative Foundation on JOBZ marketing efforts.

B. REVOLVING LOAN FUND (RLF): The ECRDC operates a regional revolving loan fund established in 1994 with federal and local dollars. It offers gap financing for fixed assets and working capital for new and expanding businesses in Pine, Isanti, Chisago, Kanabec, and Mille Lacs Counties. As of June 30, 2016, the fund had loan balances of \$282,437 with \$91,869 remaining available for loans.

The purpose of the RLF program is to accommodate the more risky segments of business financing packages. Therefore, the RLF often have a tendency to experience higher-than-usual delinquency and default rates. The ECRDC RLF made 13 new loans since 2011 totaling \$406,500. Fortunately, payments on all of the loans are current and none have been written off due to default.



Revolving Loan Fund loan made to Freedom Center in Princeton. Pictured (l-r) Jennifer Russell—Economic Development Director, Cheryl Minks -Owner, Robert Voss-ECRDC Executive Director, Cindi Naumann-Owner, Mark Karnowski - Princeton City Administrator, and Ben Montzka—ECRDC Chairman

II. ECONOMIC DEVELOPMENT

SCORE: Since 2011, the ECRDC has hosted a satellite office of the Central MN chapter of SCORE (formerly the Service Core of Retired Executives). SCORE provides mentoring to entrepreneurs and would-be entrepreneurs through the use of volunteer counselors. These counselors are typically experienced former and current business leaders that share their years of experience and expertise to assist others.

D. EDA PUBLIC WORKS GRANTS: The ECRDC assisted the City of Sandstone in securing a \$2.4 million grant from the U.S. Economic Development Administration (EDA) to building the infrastructure for a new regional Medical Campus and 181 acre Business Park. The project, which broke ground in the spring of 2016, includes over \$24 million in private investment with the construction of a new state-of-theart Essentia Hospital and Gateway Clinic. The ECRDC also assisted Pine Technical College in obtaining a \$1.8 million Public Works grant from EDA to fund a technology business incubator & entrepreneurship center on the PTC campus in Pine City which began construction in 2013. The ECRDC continued discussions with the cities of Milaca, Princeton, and North Branch on possible EDA funding for the development and/or expansion of their industrial parks and potential spec buildings as well.



E. PARTNERSHIPS: The ECRDC partnered with a number of outside organizations to further the mission of the regional economic development strategy. Examples of these include participation in the East Central Workforce Partnership (ECWFP), GPS 45:93, the Central MN Jobs and Training Service (CMJTS), the East Central Housing Organization (ECHO), chambers of commerce, local economic development authorities, and the Central Minnesota Housing Partnership (CMHP).

F. SPECIAL EVENTS: A Business Export Summit was held in June 2012 and was focused on linking business leaders and entrepreneurs with service providers and resources that can assist them in growing their businesses by exporting goods and services abroad.

In June 2013, the ECRDC facilitated a Financial Resource Summit which connected new and expanding businesses to resources available through organizations such as the MN Dept. of Employment and Economic Development (DEED), the U.S. Small Business Administration (SBA), the network of Small Business Development Centers; and Central MN Jobs & Training (CMJTS). Information was also presented on the Regional Revolving Loan Fund and the *Microentrepreneur Assistance Program* (RMAP) Microloan Program available through a partnership with the Region 5 Development Commission.



Financial Resource Summit held 2013.

"ECRDC is very valuable to our community."

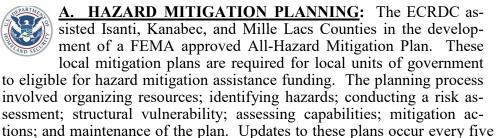
III. Community Development

The ECRDC assisted local units of government on a number of important planning projects through its Community Development department. Funding for these projects have come from a variety of federal, state, and local sources to include foundations. More than 80% of the survey respondents rated the community development program as either important or very important to either their particular jurisdiction or the entire region.

Over the past 5 years, the ECRDC accomplished community development

work in the following areas:

years.





Summer 2016—Residents in Pine and Kanabec counties were put on alert as rising rivers caused flooding.

B. SAFE ROUTES TO SCHOOL: The ECRDC conducted Safe Routes to School Planning in the cities of Princeton, Hinckley, and Kanabec County (Ogilvie and Mora). This planning makes communities eligible to apply for federal funding to improve the routes that children use to walk and bike to school and get the exercise they need. This program was originally part of the 2005 federal transportation bill, SAFETEA-LU. The goal of the program was to help reverse the alarming increase in childhood obesity rates resulting from inactivity. Princeton School was successful in securing \$257,800 in federal funds for the construction of sidewalks and various crosswalk improvements as a result of the planning process.



<u>Walk to School Day</u> brings together students, school administration and staff, parents, and valued community members to celebrate the value of walking to school. The event provides a fun way to increase physical activity, improve health, and highlight the need for improvements to create safer spaces for students that walk and bike.



Walking and bicycling to school was once the way most students arrived at school, but that has since changed dramatically. Minnesota Safe Routes to School projects and programs aim to make it safer and easier for students to walk and bicycle to school.

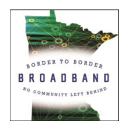
III. Community Development

Lake Mille Lacs
Scenic Byway



Enhancing the lake experience.

C. SCENIC BYWAYS: ECRDC staff provided assistance to local government officials and regional stakeholders in updating the Scenic Byway Plans for the St. Croix and Evergreen Veteran's Scenic Byways. A series of meetings were conducted to garner local input on potential projects along the Byway routes and information about potential funding through the Transportation Alternative Program (TAP) was also provided. ECRDC staff also convened a number of meetings with business owners and stakeholders in the Lake Mille Lacs area to address the economic downturn that resulted from a devastating drop in the Walleye population. As a result of these meetings, the Commission received approval from MnDOT and the State's Scenic Byway office to conduct a Scenic Byway designation study for the areas surrounding Lake Mille Lacs. The study will explore ways to improve tourism by collectively promoting the area in new and different ways.



Making High-Speed a High Priority

Border-to-border high-speed Internet access is the goal throughout Minnesota. **D. BROADBAND DEVELOPMENT:** The ECRDC partnered with the Blandin Foundation's Community Initiative to promote and encourage expansion of internet services in the "Central Woodlands" area (northern reaches of Mille lacs, Kanabec and Pine counties plus southern Aitkin County). This involved conducting a comprehensive assessment of available internet service providers and the areas served. The plan also identified gaps in the system and served as a useful starting point for discussions on how to bring internet services to underserved rural areas. With financial assistance from the Blandin Foundation, the ECRDC facilitated a broadband pilot project in cooperation with Wilma Township in Pine County. This involved the use of a "MESH" networking system that utilizes a series of nodes to expand internet connectivity out to the unserved rural areas.



September 17, 2015-House DFL Leader Paul Thissen and State Representative Mike Sundin discussing rural broadband initiatives in Pine County.

IV. Transportation

The ECRDC contracts with the Minnesota Department of Transportation (Mn/DOT) to provide transportation planning services within Region 7E. This involves a number of activities including the solicitation and prioritization of local candidate projects for federal funds, transit planning and programming, coordination of regional Transportation Advisory Committee (TAC) activities, and providing regional transportation planning services.

Region 7E is located within three Mn/DOT Districts. Kanabec, Isanti, and Mille Lacs Counties are in District 3 (Brainerd); Pine County is located in District 1 (Duluth); and Chisago County is located in the Metropolitan District. Consequently, the ECRDC is responsible for participating in three different Area Transportation Partnership (ATP) processes for prioritizing projects eligible for federal funds. Below is a table illustrating the amount of federal funding received on projects in Region 7E between the years 2012 and 2016:



Federal Transportation Funds for Region 7E 2012-2016							
	Road/Bridge/ Transportation Alternatives	Transit Capital	Highway Safety Improvements	Total			
Federal	\$53,140,894	\$643,000	\$2,804,423	\$56,588,317			
Other (State, Local, etc.)	\$32,399,569	\$239,000	\$348,714	\$32,987,283			
TOTAL	\$85,540,463	\$882,000	\$3,153,137	\$89,575,600			
Total Funding Through ATP Process - \$89,575,600 Total Number of Projects Funded - 68							

<u>A. TRANSIT</u>: In 2011 the ECRDC completed the Human Service Coordination Plan in cooperation with the Minnesota Department of Transportation and the Minnesota Department of Human Services.

The objective of the planning process included identifying strategies for improving coordination of public transit, human services transportation, and private transportation providers, especially as they pertain to transit -dependent populations such as older adults and disabled persons. Federal law requires that projects selected for certain funding must be included in the plan.

In both planning projects, the ECRDC worked with many regional stakeholders through conducting surveys, holding workshops and training along with one-to-one technical assistance to all five counties and their public transit providers.







Chisago Isanti Heartland Express

IV. Transportation

B. TOWARD ZERO DEATHS (TZD): Utilizing National Highway Traffic Safety Administration (NHTSA) grant funding through the MN Department of Public Safety, the ECRDC responded to highway safety issues in Isanti, Kanabec, and Mille Lacs Counties by establishing county Safe Road Coalitions and implementing the *Toward Zero Deaths* program. The Coalitions have launched a number of initiatives focusing on traffic safety improvements as well as behavior especially in the areas of seat belt usage, speeding, and impaired driving. Local governmental officials, law enforcement, and others participate in Coalition activities. Traffic safety messages are routinely promoted through the use of social media and the ECRDC website. In addition, the Safe Roads Coalitions work especially close with the MN Dept. of Public Safety in promoting statewide traffic safety mobilizations through radio interviews and press releases. The Coalition also sponsors and promotes special traffic safety events at local high schools using such tools as a AAA Driving Simulator and keynotes speakers such as Matt Logan whose daughter was killed as a result of texting and driving. Safe Cab program in Isanti County was established over 10 years ago to provide a safe ride home to avoid impaired driving. To date, nearly 10,000 rides serving 18,500 persons have been given.



Kanabec TZD sponsored a mock crash the week prior to the Mora Highs School prom.

"Matt Logan was very moving. I will be talking to my family about your message. I will take it up myself to not text while driving. Thank you for helping drive the point home."



Matt Logan presentation held at the Braham Event Center.

C. AREA TRANSPORTATION PARTNERSHIP (ATP) & FEDERAL PROJECTS:

A number of noteworthy projects were funded and implemented to benefit the residents of the region. Examples of local projects funded include Isanti County Road 9 reconstruction which establishes another east-west route to I-35; improvements to Kanabec County CSAH 11 and Mille Lacs CSAH 4. In Chisago County projects on CSAH 19 and 23 were completed.

In addition, Mn/DOT has also funded a number of projects on major highways as well as the Interstate system. Transit vehicle replacements were also supported by the ECRDC and included in the STIP.



Pedestrian bridge over TH 169 at Onamia



IV. Transportation

D. SPECIAL STUDIES, COMMITTEES, TASK FORCES& HIGHLIGHTS: The ECRDC has been and continues to be involved in a number of special studies, committees, and task forces relating to transportation improvement including:





- Updates to St. Croix and Veteran's Evergreen Scenic Byway
- GPS 45:93 Participate on strategies to attract high technology firms to Region 7E.
- Functional Road Classification Project Worked with MnDOT to conduct a function hierarchal classification of roadways in Region 7E for determining federal funding.



- Blandin Broadband Partner with the Blandin Foundation on strategies to improve broadband access and speed to rural underserved areas.
- Mille Lacs County Comprehensive Plan Assisted Mille Lacs County in the development of a long range strategic plan consisting of several modules including economic development, land use, human services, etc.
- TH 65 Corridor Task Force focuses on improvements on TH 65 from south to north in the region
- Highway 8 Task Force focuses on traffic flow and safety improvements to TH 8 in Chisago County
- Highway 95 Task Force focuses on traffic flow and safety improvements along TH 95 with special focus on alleviating congestion through the City of Cambridge.
- Isanti, Kanabec, and Mille Lacs County Toward Zero Deaths programs focusing on traffic safety.
- Received a NADO (National Association of Development Organizations) awards for Safe Routes to School planning projects in Region 7E.











V. East Central Senior Resource Center

The East Central Senior Resource Center (ECSRC) came into existence in January 2005 after the Minnesota Department of Human Services required that planning and service areas become larger geographically with more centralized administrative functions. The result of this was the ECRDC was no longer a designated Area Agency on Aging (AAA). Rather, it was merged into a larger AAA that covering a 14 county planning and service area taking in Regions 7W, 7E, and 5. The new structure went into existence in January 2005 and was coordinated through the Central Minnesota Council on Aging (CMCOA) located in St. Cloud. Since the merger, the ECRDC has appointed board members from each of our five counties to represent East Central Minnesota on the CMCOA Board of Directors. The administrative functions of the AAA are managed through CMCOA.

The ECSRC operated three direct service programs with five full-time staff under a contract with CMCOA the programs until December 2014. They were 1) Senior LinkAge Line® (SLL) program; 2) Caregiver Consulting; and 3) Program Development & Coordi- walked before us have The SLL staff provided a wide range of services to over 3,600 seniors yearly. given so much and Work included assisting seniors with accessing Social Security Insurance benefits, Medi- made possible the life care benefits, housing, home care, transportation and more. The SLL staff also trained over we enjoy. 20 volunteer staff that assists in providing information and assistance services.

Caring for our seniors is perhaps the greatest responsibility we have. Those who have a

Senator John Hoeven

The Program Development and Coordination (PD&C) program offered technical assistance to not-for-profit, government and for-profit entities that have a desire to develop or expand services for older adults that encourage living independently in their community. Examples included working with local units of government to expand public transit or assist an agency to secure funding for an assisted living facility, adult day center, or home health services.

The PD&C program work included facilitating the Minnesota Department of Human Services funding titled Community Services/Service Development (CS/SD).

The ECRDC discontinued the Senior Resource Center programs in 2014 due to increases in costs and differences in approaches to administrative cost accounting. Since that time, the SLL and PD&C programs have been operated directly by CMCOA staff while the Caregiver Consulting program is provided under a contract with a non-profit entity in the region.

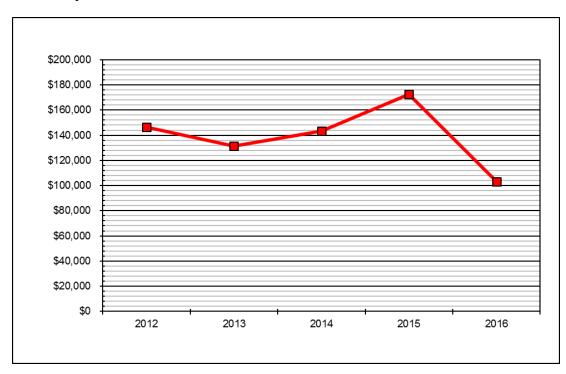


Frances Nelson, left, of the East Central Senior Resource Center, helped Dave Andert navigate the Internet, while volunteer Rosey Westmoreland guided Dianne Langhoff on how best to use a computer.

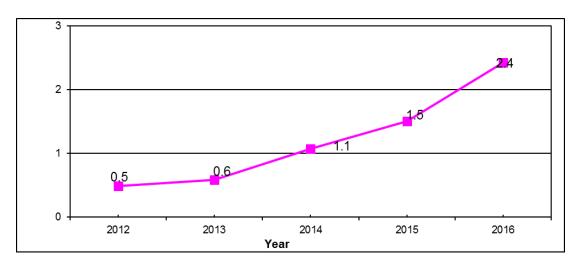
Photo by Adam Hoogenakker

VI. ECRDC Financial Information

Total Cash and Cash Equivalents



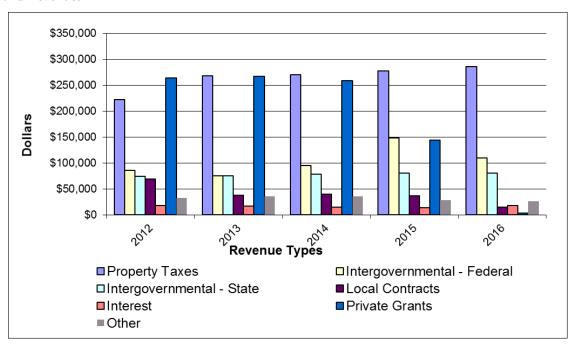
Months of Expenditures in Fund Balance - Governmental Funds



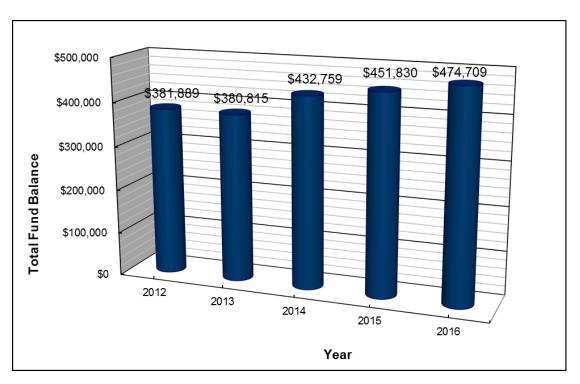
	2012	2013	2014	2015	2016
Expenditures	\$763,328	\$775,400	\$780,502	\$708,974	\$514,948
Unrestricted Fund Balance	31,005	37,556	69,766	88,794	103,871

VI. ECRDC Financial Information

Governmental Fund Revenues



Change in Fund Balance



VII. Next Steps

As a result of this Performance Assessment, there are a number of areas the ECRDC should look to in the future. While the survey respondents generally agree that the ECRDC is fulfilling its role, several of the comments indicate the Commission needs more visibility, communication, and awareness. To accomplish this, the ECRDC should increase a number of activities including economic development forums, presentations to local units of government, radio interviews, expanded presence on the web, social media, etc. to provide a better understanding of ECRDC programs and services.

The ECRDC should continue the pursuit of new regional level programming opportunities by building upon existing programs and recent successes. In recent years, MnDOT has called upon the ECRDC to perform special studies above and beyond the usual work conducted under the annual planning agreement. Examples of this include Regional Transit Coordination, Safe Routes to School, and Scenic Byway planning projects. Future work may include assisting communities with project development/selection through the Area Transportation Partnership(s) processes emerging from the Safe Routes to School planning or spinoff studies from the Scenic Byway planning. Other possibilities may include partnering with MnDOT in implementing the recent Regional Transit Coordination Council project or advocating for the proposed Northern Lights Express passenger rail service through Region 7E. The 2017 Regional Human Services Transit Coordination Study, jointly funded through MnDOT and the MN Department of Human Services, may produce results that could give the ECRDC a role in expanding transit opportunities for the region as well. The MN Dept. of Public Safety sponsored "Toward Zero Deaths" traffic safety program initiated in Isanti, Kanabec, and Mille Lacs Counties might very well be replicated in other parts of the region as traffic crash data indicates.

The ECRDC is in the final stages of preparing the next 5-year Comprehensive Economic Development Strategy (CEDS) which goes into effect on January 1, 2017. Survey data compiled for the CEDS along with meetings of the Strategy Committee indicate a need to focus efforts in a number of key areas. Among them are in-

creasing the availability and quality of child day care; tourism opportunities; additional financing for small businesses; succession planning for businesses; and workforce housing. The SCORE program should also be marketed more extensively so that more businesses can take advantage of the mentoring services available. Finally, the ECRDC will continue providing technical assistance and coordination to cities seeking EDA Infrastructure grant funding to expand the regions industrial parks, etc.

Efforts should also continue to improve the financial strength of the ECRDC. The unrestricted fund balance was relatively flat for many years. As shown in the chart above, this balance increased from \$31,005 at fiscal year-end 2012 to \$103,871 at the end of 2016. A longer term objective might be to increase this amount to cover approximately 6 months operating revenue which is presently would amount to about \$240,000. This would afford the ECRDC sufficient resources to explore new program areas while minimizing financial risk. Thankfully, gains that have been made in the amount of cash have greatly reduced the ECRDC's reliance on the revolving line of credit at the bank. To offset stagnant funding from EDA's planning grant program for some 35 years, the ECRDC should took steps to increase revenue by implementing hourly charges for communities needing assistance with EDA grant applications. The ECRDC office building was also paid in full in January of 2014 which provided additional operating revenue as well.

Organizational cash flow improved a great deal as a result of the discontinuance of direct service aging program contracts with the Central MN Council on Aging in December of 2014. However, the ECRDC's indirect cost rate rose somewhat, from 40.48% in 2012 to 55.41% in 2016, due to fewer programs sharing the costs. This was offset somewhat by efficiencies in the ECRDC's administration and more direct charges to specific program areas. Examples of indirect costs include telephone service, office space, utilities, internet, support staff time, etc. These costs are typically shared and charged back to the programs based on a percentage of the salary and fringe benefit amounts paid by each program.



VIII. Conclusion

As required by Minnesota Statute 462.393, the East Central Regional Development Commission has conducted a Performance Assessment. The information included in this assessment included the results of a survey of local constituencies, review of programs by ECRDC staff, and a discussion of possible future directions. During the last five years,

the ECRDC has worked to fulfill the purposes of the Regional Development Act by developing plans to address economic development, social, physical and governmental concerns of the East Central Region, and assisting with developing and implementing plans and programs for individual local units of government.

EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION RESOLUTION NO. 2016-4 INDICATING FULLFILLMENT OF THE PURPOSE OF THE REGIONAL DEVELOPMENT ACT

WHEREAS, Minnesota Statute 462.393 Subd. 2, states "In 2001 and every five years thereafter the commission shall review its activities and issue a report assessing its performance in fulfilling the purposes of the Regional Development Act; and

WHEREAS, the East Central Regional Development Commission conducted a thorough assessment of its programs, activities, financial condition, accomplishments, and setbacks for the years 2011-2016 and issued a report on its findings; and

WHEREAS, said assessment included a performance assessment survey that distributed to 45 customers that utilized the ECRDC's programs and services during the past five years with 18 responding (42%); and

WHEREAS, The survey results indicated that 94% of the respondents agreed the ECRDC performs satisfactory to very satisfactory in the amount and quality of services provided indicating the "existence of the commission is in the public welfare and interest," as required by the Regional Development Act; and

WHEREAS, said assessment report discussed next steps that could be taken to improve and/or expand the ECRDC's services and financial condition in the years ahead;

NOW THEREFORE BE IT RESOLVED, the East Central Development Commission finds that the Commission is fulfilling the purpose of the Regional Development Act;

BE IT FURTHER RESOLVED, that the "existence of the commission is in the public welfare and interest," as required by the Regional Development Act.

Passed the 19th day of December, 2016

EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION

Its Chairman

ATTEST

Its Executive Director



Five-Year Assessment

EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION

100 PARK STREET SOUTH

MORA, MN 55051

WWW.ECRDC.ORG