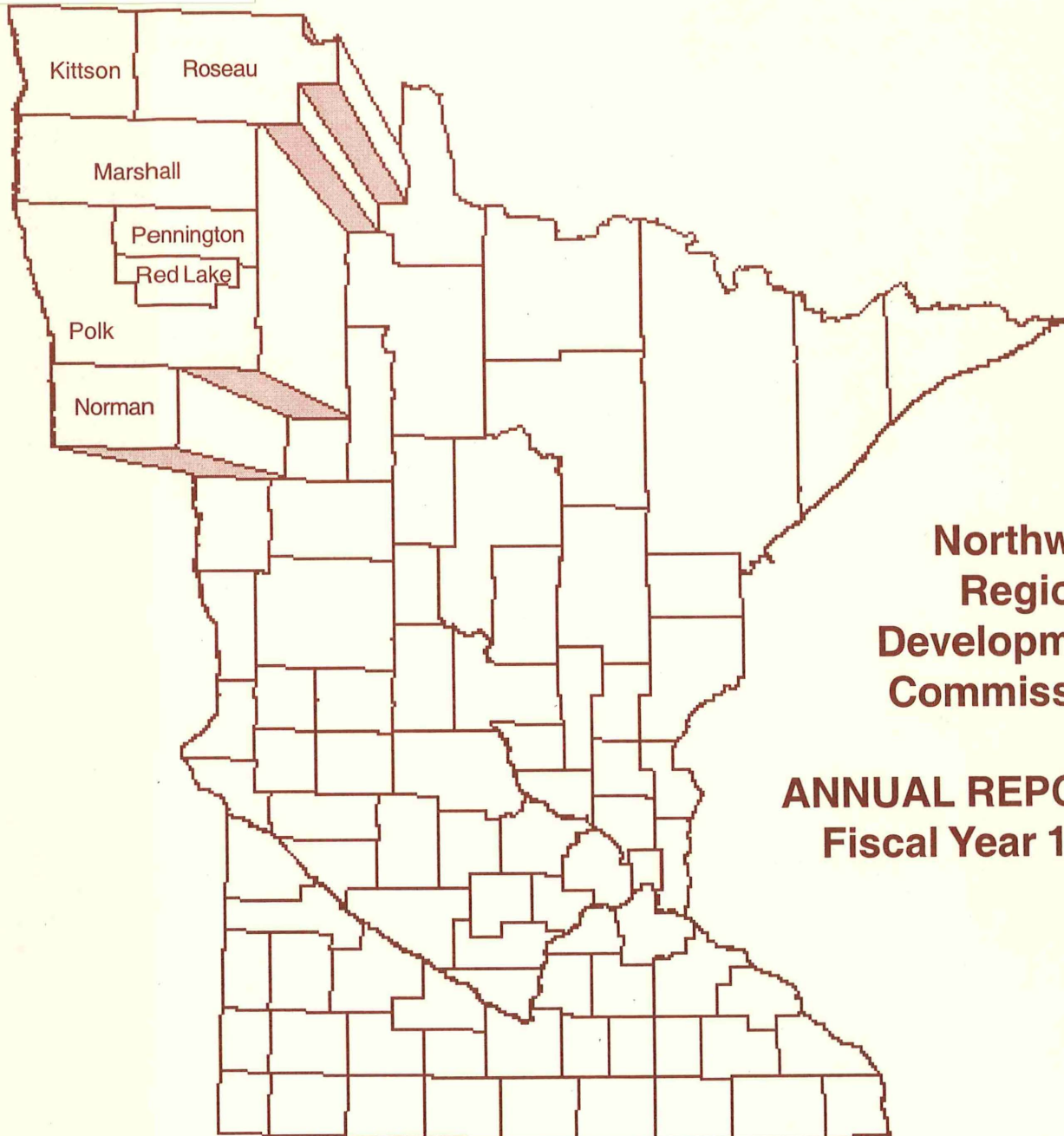




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**Northwest  
Regional  
Development  
Commission**

**ANNUAL REPORT  
Fiscal Year 1999**

Working for Local Units of Government in Kittson, Norman,  
Pennington, Polk, Red Lake and Roseau Counties

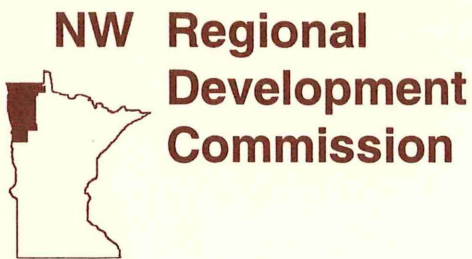
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NWRDC • 115 South Main, Suite 1 • Warren, MN 56762 • 218-745-6733

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### *What The NWRDC is All About . . .*

Regional Development Commissions were created by the State Legislature through the Regional Development Act of 1969. The intent of the Act was to create an option for rural units of government to supplement existing public services and coordinate specific activities of mutual concern. Although created by the State, Regional Development Commissions were left in the hands of local representatives to insure that the final design would reflect area needs and preferences.

The Northwest Regional Development Commission was created on February 2, 1973 by the joint actions of local units of government. Programs were set up to reflect priority work items

of the time; and relationships were established with the state and federal agencies that could provide assistance with local projects. Programs and work priorities have changed in response to economic and social trends; but the central mission of supporting efforts by cities, counties, townships, businesses and individuals to improve living, working and natural resource conditions in Northwest Minnesota has remained the same.

The Commission has worked to establish a manner of operation which reflects and compliments the independent, progressive style of Northwest Minnesota. Technical assistance, specialized program delivery, public participation, direct funding, access to information and formalized planning services are the basic materials which we can contribute to the construction of your project.

Please look over our Annual Report and stop by or call if you have any questions, comments or suggestions.

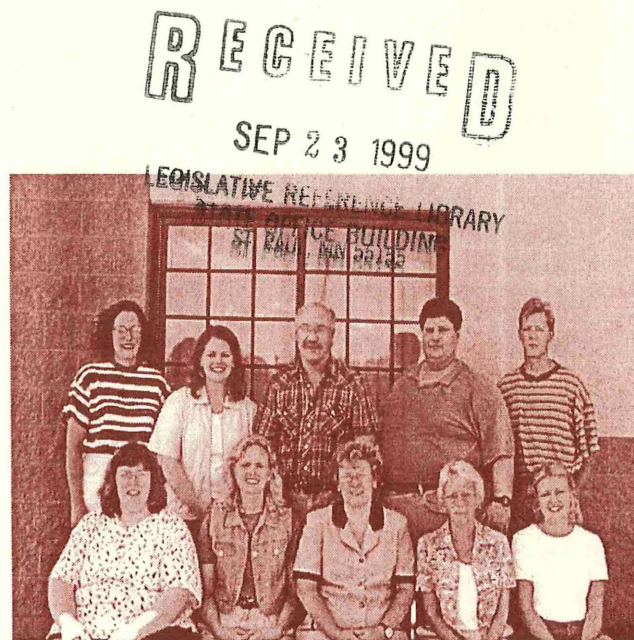
## *Staff Listing*

### **NWRDC Staff**

Rose Carriere, Program Assistant  
Karl Frigaard, Economic Development Planner  
Paige Guetter, Feedlot Inventory Intern  
Leon Heath, Executive Director  
Kay Hegge, Farm/Flood Recovery Coordinator  
Coralie Jones, Health Insurance Coordinator  
Brenda LaFond, Front Office Manager  
Mara Lunde, Arts Council Director  
Linda Nelson, Loan Fund Manager  
Danica Robson, Aging Program Director  
Troy Schroeder, Transportation Planner  
Carol Sorensen, Financial Officer

Staff who worked at the NWRDC this past year but no longer work at the RDC:

Charles Fritz  
Steven Neuharth



### **NWRDC Staff**

(Above) Standing: Kay Hegge, Brenda LaFond, Leon Heath, Karl Frigaard, Troy Schroeder

Seated: Rose Carriere, Mara Lunde, Danica Robson, Coralie Jones, Paige Guetter

Not Pictured: Carol Sorensen and Linda Nelson



# Northwest Regional Development Commission



## NWRDC Board of Directors

*Lft to Rt. Back Row:* John Erickson, Warren Olson, Dr. Joe Bouvette, Delray Larson. *Front Row:* Rudee Anderson, Warren Strandell, Charles Lindberg, Kevin Amiot

## COMMISSION MEMBERSHIP

### Kittson County

**Dr. Joe Bouvette	Hallock	Industry
Kimberley Johnson	Kennedy	Township
*Charles Lindberg	Kennedy	County
George Wikstrom, Jr.	Karlstad	Municipalities

### Marshall County

*Delray Larson	Gatzke	County
Marville Magnusson	Argyle	Townships
Susan Schuler	Grygla	School Boards
Ole Soltvedt	Oslo	Municipalities

### Norman County

Glen Brookshire	Halstad	Municipalities
Fred Jamison	Ada	Townships
*Warren Olson	Halstad	County

### Pennington County

*John Erickson	RLF	Townships
Jean Heinrichs	TRF	Municipalities
Daniel Johnson	Goodridge	SWCD
Roy Jorgenson	TRF	Seniors
Gajen Ramanathan	TRF	Minorities
Oliver Swanson	TRF	County

### Polk County

Marlene Baatz	Nielsville	Townships
Don R. Cavalier	Crookston	Labor
Arvid Clementson	Fosston	Municipalities
Bernie Solberg	Gully	Women
*Warren Strandell	EGF	County
Kathleen Twite	EGF	Business

### Red Lake County

*Kevin Amiot	RLF	County
Betty Halvorson	Plummer	School Board
Genevieve Knott	RLF	Townships
Robert Melby	Oklee	Low Income
Arnold Paradis	Brooks	Municipalities
Vaughn Thorfinnson	RLF	Vocational Schools
Ronald Weiss	RLF	Agriculture

### Roseau County

*Rudee Anderson	Greenbush	Watershed Dist.
Bruce Olson	Badger	Townships
Jeff Pelowski	Roseau	Municipalities
Orris Rasmussen	Roseau	County

\*Board Members

\*\*Chairperson

Members who served for part of FY'99: John Holland, Glen Darst, Bernie Burggraf and Terrance Blacklance.



# COMMISSION BUDGET

<u>REVENUES</u>	<u>ACTUAL FY'99</u>	<u>PROJECTED FY'2000</u>	
<b>FEDERAL</b>			
ECONOMIC DEVELOPMENT ADMIN.	\$366,314	\$248,846	
DHHS - AREA AGENCY ON AGING	\$477,692	\$496,954	
USDA - NUTRITION FUNDS	\$119,573	\$129,754	
FOREST SERVICE	\$15,030	\$0	
		\$978,609	\$875,554
<b>STATE</b>			
MN/DOT	\$52,404	\$50,000	
STATE ARTS BOARD	\$151,499	\$132,750	
MN HOUSING FINANCE AGENCY	\$1,178	\$0	
STATE NUTRITION	\$95,138	\$95,138	
MN PLANNING	\$81,228		
		\$381,447	\$277,888
<b>PRIVATE FOUNDATIONS</b>			
MCKNIGHT FOUNDATION - ARTS	\$19,665	\$19,000	
NW MN FOUNDATION	\$57,324	\$11,229	
RED CROSS	\$35,547	\$9,979	
CENTRAL MN FOUNDATION	\$0	\$5,000	
BREMER	\$1,102	\$0	
		\$113,638	\$45,208
<b>LOCAL GOVERNMENTAL</b>			
LOCAL LEVY	\$132,748	\$139,600	
MISCELLANEOUS LOCAL CONTRACTS	\$34,011	\$16,587	
NORTHERN COUNTIES PROJECT	\$0	\$1,500	
LOCAL MATCH FOR LOAN FUND	\$0	\$16,398	
		\$166,759	\$174,085
<b>MISCELLANEOUS</b>			
NORTHWEST ENTERPRISE FUND	\$293,399	\$439,733	
INTEREST	\$25,428	\$12,750	
CONFERENCE REGIST./MISC.	\$7,830	\$5,440	
		\$326,657	\$457,923
<b>TOTAL REVENUES</b>		<u>\$1,967,110</u>	<u>\$1,830,658</u>
<b>EXPENDITURES</b>	<b>ACTUAL FY'98</b>	<b>PROJECTED FY'99</b>	
SALARYFRINGE	\$397,678	\$396,217	
STAFF TRAVEL & REGISTRATIONS	\$29,915	\$34,030	
COMMISSION/COMMITTEE TRAVEL/PER DIEM	\$28,155	\$41,362	
PROFESSIONAL FEES	\$178,176	\$7,466	
OFFICE EXPENSES	\$80,702	\$94,379	
<b>TOTAL ADMINISTRATIVE</b>		\$714,626	\$573,454
REGRANTED		\$721,839	\$702,090
BUSINESS LOANS		\$498,687	\$555,114
FIXED ASSETS/RESTRICTED FUND	\$11,879	\$11,000	
DEPRECIATION	(\$10,414)	(\$11,230)	
		\$1,465	(\$230)
<b>TOTAL EXPENDITURES</b>		<u>\$1,936,617</u>	<u>\$1,830,428</u>
<b>INCREASE (DECREASE) TO FUND BALANCE</b>		<u>\$30,493</u>	<u>\$0</u>



# Aging

## AREA AGENCY ON AGING

**Purpose:** To build a proactive, comprehensive and coordinated system of advocacy and services that ensures the rights and benefits of all older people.

**Program Funding Sources:** Older Americans Act through the Minnesota Board on Aging - \$107,341; RDC Tax Levy - \$35,979; Miscellaneous - \$5,095.

**Regrant Funding Sources:** Older Americans Act - \$370,351; U.S. Department of Agriculture Nutrition Program - \$119,573; State Nutrition Program - \$95,138; Red Cross - \$21,328.

**Service Priorities:** Regrant priorities are: nutrition, congregate and home delivered meals, legal service, transportation, chore/home repair, house-keeping, visiting and medical forms assistance. Support priorities are advocacy, education, support of county committees on aging and senior centers, inter-agency linkages, and information/referral.

## Aging Highlights

### Fall Conference on Aging •••

Held each year in August at the University of Minnesota - Crookston. The Fall Conference on Aging continues to attract over 350 seniors and service providers to a day of educational opportunities and fun! This year we were honored to have 100 year old Bertha Roesch join us for the day!

### Senior Diner's Club •••

Seniors can enjoy a new way of participating in a congregate meal program, thanks to additional nutrition funding made available from the State of Minnesota. In July, a voucher program, called the Senior Diner's Club, was piloted in Brooks at the Third Base Restaurant. Seniors eating there can enjoy expanded dining hours and increased meal choices.

### NAPIS Implementation •••

The National Aging Program Information System (NAPIS), as mandated by Congress, requires that seniors register for services with agencies receiving grant funds from the Area Agency on Aging. Beginning in January, tracking units of service received by seniors was added to the requirements. The cooperation of agencies receiving grants has been appreciated!

### Housing/Senior Service Directory •••

A matrix of services available has been developed to be included in two sections of the Senior Service Directory. These provide a quick look-see of services available at a particular senior center or housing facility.

### Senior Linkage Line •••

Requests for information and assistance through the Senior Linkage Line increased by 169% over last year's levels. People contact the Area Agency on Aging through the Senior Linkage Line and can receive information about services available and how to access them. As late as November 1998, staff were still identifying seniors who still needed assistance with some form of recovery from the Flood of '97.

### Flood Recovery •••

We provided recovery assistance to 54 seniors whose homes had been damaged by the natural disasters in 1997. Through a Disaster Recovery Assistance grant from the Minnesota Board on Aging we were able to provide home repair assistance using an Inmate Community Work Crew from the Department of Corrections. We were awarded an additional \$31,929 from the American Red Cross to complete this project as the requests for assistance were more than the initial funding available.

### Grandparents Raising Grandchildren •••

The Area Agency on Aging hosted a community meeting in conjunction with the Legal Services of Northwest Minnesota on Kinship Caregiver issues. This is an issue across the nation, with few resources available to meet the needs of Caregivers to identify seniors in our seven county area who are raising their grandchildren. The Area Agency on Aging will be identifying resources to add to our lending library to address this issue, and working with the Minnesota Extension Service to develop a support system and educational sessions.

### Grocery Shopping Assistance •••

How can a small community maintain services for seniors when the grocery store closes? Residents from Kennedy were dealing with just that issue. Through a partnership between the City Clerk's office, local service clubs, Lutheran Social Service, the Area Agency on Aging and the use of a van donated by the Kittson Memorial Hospital, seniors in Kennedy are able to get to Hallock once a week for groceries, prescriptions, and other shopping needs. The Area Agency on Aging will provide state nutrition funds to help offset expenses associated with this project.

### Gatekeeper Program Trainings •••

Employees of banks, electric cooperatives, and city offices were trained as Gatekeepers during 1998. This training is designed to increase awareness of the needs characterised of seniors as they age, and to provide information about resources that are available to meet these needs. Gatekeepers can make referrals to the Senior Linkage Line knowing that additional referrals will be made on behalf of the senior.



## *Aging Health Insurance Counseling Highlights*

### Health Insurance Counseling •••

The Health Insurance Counseling Program offers older adults, Medicare beneficiaries and their family members assistance in obtaining appropriate health care coverage and entitled Medicare/Medicaid or insurance benefits. Specially trained volunteer health insurance counselors are available to assist all seniors free of charge, with information and assistance on a confidential, one-to-one basis. The program also serves to educate the public about the health care reimbursement systems and increase awareness of the program to seniors and family members. The health insurance counseling program along with Darlene Weber of the Office of Ombudsman for Older Minnesotans and Karla Abdo of Legal Services of Northwest Minnesota have partnered to present educational sessions to Senior Centers, health care providers, community action agencies and church members throughout the seven county area.

### Information Provided •••

Have provided information and assistance services to 223 persons using the senior linkage line as the central access point. Of the 223 calls received, 444 contacts have been made.

### Volunteer/Direct Assistance •••

Volunteers provided assistance to 87 individuals for a total of 92 hours of direct assistance. A total of \$23,232 was recovered for Medicare beneficiaries, \$16,000 for non Medicare beneficiaries.

### Volunteer Recruitment •••

Four volunteers have been recruited, two in Polk (East Grand Forks and Crookston) two in Pennington. These are areas that are in need of volunteers, as well as am still working on recruiting in Kittson and Roseau county, there are no volunteers in these two counties at present.

### Volunteer Information Training •••

Three day training held in Feb., Medicare updates and changes. Held training in May on Medicare Fraud and Abuse. Have three day training scheduled for June 23-25 for new volunteers.

### Educational Sessions •••

Have presented two to three educational sessions in each county at Senior Centers. Provided information to 205+ people to increase awareness of the program to seniors and family members.



### Recruitment Collaboration •••

Program collaborates with existing volunteer program. Volunteer from Polk county(Crookston)recruited for Retired Volunteer Senior Program.

### Outreach Contacts •••

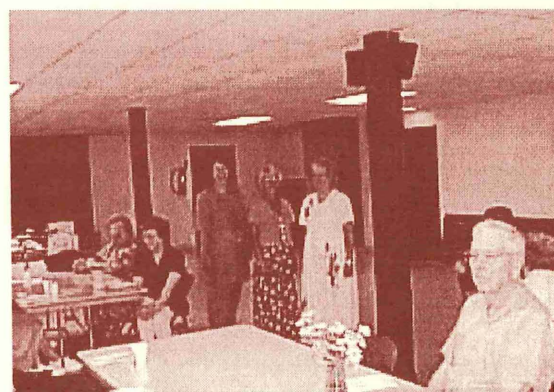
Have completed presentations in each county some twice for total of 20, provided information to 292 people ranging from health care providers, community action agencies and church members, increasing awareness of program as a resource for seniors and family members.

### Satisfaction Survey •••

All individuals who receive assistance from program, whether they call the Senior Linkage Line or volunteer, gives direct assistance. Receive a consumer survey to evaluate timeliness of information received, effectiveness of services. Surveys show 95% satisfaction.

### Quarterly Reports •••

Provide quarterly reports and other reports as requested by MBA or HCFA. MBA reports include volunteer hours, number of persons served, and amount of dollars recovered/saved.



(Above) *Lft. to Rt.:* Karla Abdo, Cory Jones, and Darlene Weber visit the Hallock Senior Center for a Health Insurance Counseling presentation.



# Arts

## NORTHWEST REGIONAL ARTS COUNCIL

**Purpose:** To promote, develop and encourage artistic growth and excellence of arts organizations and individual artists in northwestern Minnesota by awarding funds and conducting programs and service.

**Program Funding Sources:** MN State Arts Board - \$51,414 and Interest - \$3,561; McKnight Foundation - \$4,300 and Interest - \$343; RDC Tax Levy - \$319; Miscellaneous - \$2,091.

**Re-Grant Funding Sources:** MN State Arts Board - \$100,085; McKnight Foundation - \$15,365.

**Service Priorities:** Direction setting, grants to organizations, grants to individual artists, grants to student artists, information/education including newsletter, training/workshops.

## Arts Regional Highlights

### Arts Grants •••

Regrant \$95,000.00 in funds for area arts projects in three different programs using state dollars including twenty five Production Assistance/Sponsorship grants, nineteen Small Arts grants, and five Public Art Project grants.

### Newsletter •••

Northwest Arts: Increased from quarterly newsletters to bi-monthly in order to fulfill the need of individual artists and arts organizations for timely information on opportunities.

### Directory •••

Regional Artist and Art Organizations Directory was published in late Spring of 1999. The Directory will be published on the web next fiscal year. Preliminary formatting took place this year.

### Accessibility Development Program •••

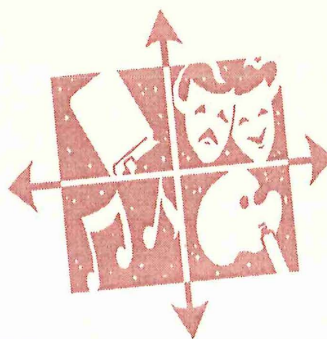
Help arts organizations with developing their accessibility plans for both their programming and facilities.

### Public Art Development •••

Encourage applications from communities for the Public Art Program in order to award five grants in fiscal year 1999. Increase the number of sculptors that are listed in the artist registry in order to help communities find artists to work on their projects.

### Arts Workshops •••

Hands-on arts activities for area artists and high school students to learn new techniques as well as hear about grant opportunities and learn to write better grants.



### Exhibit Program •••

Research a new regional exhibit program. Staff contacted other Regional Arts Councils who currently administer regional exhibits and asked for feedback in information on their programs. This information has served as a model while developing the program.

### Data Entry/Access Conversion •••

Convert arts information to Microsoft Access so that arts information is all Year 2000 compatible.

### MCA Meetings •••

Attend Minnesota Citizens for the Arts Meetings as a board member. Advocate on behalf of the arts for stability in legislative funds. Work hard during the 1999 legislative session to keep the current level of funding for the arts appropriation.

### MCK Planning •••

New plan for FY2000 - 2001 to the McKnight Foundation. Planning meeting in November 1998. New plan includes the four programs currently administered: Individual Artist Grants, Student Artist Grants, Training and Development Grants, and Small Capital Grants.



Students from the migrant school in Stephen/Argyle sing and dance during their day of activities at the Marshall County Museum. This activity was sponsored by an NWRDC arts grant.



# Community Development

## COMMUNITY DEVELOPMENT

**Purpose:** To assist local communities to improve the quality of life in region, and secondly help local units of government and service agencies to increase their technical and service capacities.

**Funding Sources:** RDC Tax Levy - \$11,017;  
Miscellaneous - \$645.

**Service Priorities:** Setting community priorities, writing and implementing local development plans, grant writing, grant administration, accessing state and federal development programs and resources, obtaining data and statistical data, personnel management, computer purchase or use, land use planning and zoning, solid waste and water use planning, surveys, studies, and development of community promotional materials.

## *Community Development Highlights*

### Technical Assistance Grants •••

Technical assistance grants have been awarded to several communities throughout the region to help further develop housing. The grants have helped pay for engineering, professional planning, housing needs assessment surveys, and grant applications.

### Infrastructure Planning •••

Work with community of Brooks to evaluate the use of a new waste water treatment system for existing residents and new housing development area.

### Community Training •••

Helped Halstad apply for EDA. Provided guidance on housing surveys in communities interested in developing a comprehensive housing strategy around assisted living units for the community.

### Long Range Planning •••

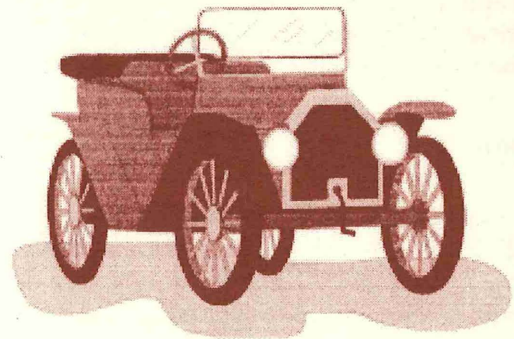
Helped with developing a long range plan for development in several communities in the region. Narrowing the focus of what types of industry the communities are wanted to attract to town.

### Historical Group Coordinators •••

Historical groups from an eight county area have joined together to complete joint projects under the name Minnesota's Historic Great Northwest. They received an award in the fall of 1998 for there efforts. The NWRDC helps coordinate their meetings.

## Museums and Historical Areas

### "Travel Back in Time"



Cooperating Counties:  
Kittson, Lake of the Woods, Marshall,  
Pennington, Polk, Red Lake, Roseau

Above is the cover of the brochure completed this year  
for Minnesota's Historic Great Northwest group.

### NWRDC Data System Management •••

Set up internal data management system and catalogued data. Updated demographic and economic data.

### MN State Data Center Affiliate •••

Serve as affiliate to Minnesota State Data Center. Attended annual State Data Conference on May 4 and 5, 1999.

### Census 2000 •••

Updated Census Tract Maps for the seven counties.



# Economic Development

**Purpose:** To assist in creation of new jobs by providing general planning guidance, technical assistance for specific industrial projects and services to local units of government.

**Program Funding Sources:** United States Economic Development Administration (EDA) - \$55,906; NW MN Foundation - \$50,598; RDC Tax Levy - \$20,461.

**Service Priorities:** Regional Economic Analysis and Planning, Local Planning, Technical Assistance to Local Development Groups, Grant Writing, Business Counseling and Referral, Information on other Development Programs and Resources, Data and Statistics, and Tourism.

## *Economic Development Highlights*

### Overall Economic Development Program Report •••

The O.E.D.P. is information gathered about the region's economy, infrastructure, businesses, education that is used as an economic map to what has happened in the region over time. It is also used to make county and business decisions.

### Economic Development Planning •••

Work with several cities on how to develop the local capacity to attract and work with existing businesses. Helped Halstad develop an EDA.

### Housing Development Planning •••

Worked with several communities on surveying needs on housing. Developed housing development strategies with loan pools to provide incentives to build or buy existing homes. Information gathered from surveys was used to apply for grants from Minnesota Housing Finance Agency totaling over \$500,000 throughout the region.

### Housing and Community Assessments •••

Kittson County has developed a housing survey which will help with long range planning on housing development. The communities are delivering the surveys and results will develop a grant application and a county housing plan.

### Homestretch Buyer Education Program •••

The program continues to offer classes on home ownership and gives details on determining what level of home you can afford and what types of credit decisions you must make in order to be a candidate for a home loan.

### Business Development •••

The program worked with Red Lake Falls on developing a new bakery in town. Met with many farm families looking at starting a business throughout region.

### Tourism Directory •••

Update and distribute the 1999 version of the Northwest Minnesota Visitor and Recreation Guide. Publish the 1999 Guide to the NWRDC web site.

### Snowmobile Initiative •••

This year the NWRDC helped the initiative by creating a new snowmobile map for the area extending from our region down through Detroit Lakes. The map included symbols for services along the route. The maps will be laminated and displayed in the area.

### Tourism Web Site •••

Coordinate meeting of River land, Borderland Trails, Northern Gateway, the NWRDC and MN Office of Tourism to help create a web site for the three tourism groups that includes the NWRDC tourism information.

### Scenic Byway •••

Attend meeting on scenic byway along ox cart trail to talk about tourism related issues.



New home being built under the Roseau County Affordable Housing Fund.



# Enterprise Fund

**Purpose:** To strengthen and diversify the economy by providing a source of low interest financing to businesses when credit is not otherwise available from other sources to ensure the successful completion of activities to be financed.

**Program Funding Sources:** Loan Interest and Loan Fees - \$58,663.

**Loan Funding Sources:** Loan Repayments and Loan Interest - \$187,500.

**Service Priorities:** Financing for-profit businesses which create or retain jobs, especially for the long term underemployed or unemployed.



## Standard Revolving Loan Fund

The following businesses received approval for financing through the Northwest Regional Enterprise Fund, Inc. in fiscal year 1999:

Five B's, Inc., East Grand Forks	\$120,000
DRB Fabrication, Greenbush	\$ 50,000
Uncle Bob's Family Restaurant, Fosston	\$ 25,000
Valley Hardware and Supply, Halstad	\$ 27,500
Upstairs Downtown, East Grand Forks	\$ 30,000

<b>TOTAL LOANS</b>	<b>\$252,500</b>
--------------------	------------------

To date, eighty-two business loans have been approved for financing for a total amount of \$4,819,190. The program has assisted thirty-five new businesses, thirty-four businesses with expansions, and thirteen businesses with retention. Forty-five of the loans are currently active, twenty-six are fully repaid and eleven loans have been written off.

In fiscal year 1999, the Enterprise Fund focused on providing assistance to main street businesses in northwestern Minnesota which have been experiencing the impact of the farm crisis and the weather-related disasters over the past few years. Loan funds are available to help commercial businesses with their cash flow needs and with debt management.

The Enterprise Fund's administration budget for the year is \$62,685. The loan fees collected and one-half of the interest earned on the loans and on accounts are used for administrative costs. The other one-half of the interest payments, along with the principal repaid on loans, becomes available for relending.

## Disaster Relief Loan Fund

**Purpose:** The primary purpose of the Disaster Relief Loan Fund (DRLF) is to assist formerly healthy businesses with financing for working capital and other needs so they can survive the economic stresses brought on by weather related and other disasters.

**Program Funding Source:** Loan Interest and Loan Fees - \$4,022.

**Loan Funding Source:** Economic Development Administration - \$267,973, NWRDC - \$43,214.

**Service Priorities:** Business eligibility is dependent upon economic viability prior to the disaster and demonstrated loss of sales or other financial damage as a result of the disaster.

The DRLF can provide businesses with working capital for loss of income while the business was closed during the disaster, funds to replace inventory and fixed assets lost as a result of the disaster, and other assistance.

The following businesses received approval for Disaster Relief Loans in fiscal year 1999:

Jenson Seed, Iron and Metal, Roseau	\$ 18,687
Fosston Cooperative Elevator Association, Fosston	\$ 75,000
Roger's Auto and Truck Repair, Halstad	\$ 13,900
East River's Edge Corporation, East Grand Forks	\$150,000
L & L Oil Co., Crookston	\$ 75,000

<b>TOTAL LOANS</b>	<b>\$332,587</b>
--------------------	------------------



# Farm Recovery

## FARM RECOVERY PROGRAM

**Purpose:** To help farmers plan to make life decisions which may include exiting farming while avoiding foreclosure and bankruptcies at all costs.

**Program Funding Sources:** Polk County/NW Mental Health - \$22,136; NWMNF - \$6,726; Bremer Foundation - \$1,102.

**Service Priorities:** Farm Financial and Legal Planning.

## Farm Recovery Highlights

### Project Excellence Award •••

Accepted the Project Excellence Award from the Northwest Minnesota Foundation on behalf of all the participants in Farm Wrap - Rural Crisis Response.

### Farm Wrap Coordination •••

Supplied the overall coordination of the informal network and team meetings that provide service to our farm families in this crisis. New services include: developing new farm markets, and developing small businesses on the farm.

### Farm Financial Technical Assis. Regrant Project •••

To minimize the tax consequences of exiting farming, grants in the amount of \$500 per farm are awarded. The farmer selects an ag-CPA who works for 75% of cost. Together we plan an exit strategy. \$60,000 of state funds have been committed to 120 farmers. Some farmers have chosen to use the regrant for Farm Business Management tuition which sends an instructor to help with the farm financial accounting which aids in the decision process.

### Farm Legal Technical Assistance Regrant Project •••

Grant funds from the NW Minnesota Foundation (\$30,000) and Otto Bremer (\$29,000) were regranted.

### Governor Jesse Ventura's •••

Invitation to his working lunch on the flood and farm issues. Held in East Grand Forks, we had a chance to introduce ourselves to the Governor.

### Legislative Meetings •••

Were held throughout the region with each of our State Legislators regarding the farm crisis and it's local impact.

### 1999 Legislative Proposal •••

Unmet farm recovery needs were combined into one statewide recovery proposal. Issues included that were passed during the 1999 Legislative session were: Making income from the forced liquidation of assets non-taxable, creating a debt settlement process within the Minnesota Department of Revenue, and moving the Farm Credit Mediation Program and funding for another year,

### Congressional Meetings •••

Prepare a master list of national farm program changes that our rural population would like to see happen and meet with Congressman.

### Suicide Prevention Training •••

Held a seminar for para-professionals and friends and neighbors of farm families and flood victims. Funding provide by Otto Bremer Foundation.

### Farm Wrap Network News •••

A new newsletter about what we can do about the farm crisis of crises.

### New Networks •••

Explaining the Farm Wrap Network and concept to Region 4 and Region 2. Region 4, centered in Fergus Falls is actively developing their own Rural Crisis support based on Farm Wrap.

Accepting the Project Excellence Award from the NW MN Foundation are (left to right) Dan Wilson, Jon Evert, Willard Brunelle, Kathy Brule, Jeanette Kliner, Nancy Trickey, Kay Hegge, Howard Person, and Leon Heath.





# Flood Recovery

## FLOOD RECOVERY PROGRAM

**Purpose:** To expedite the flood recovery effort in the region by building a coordinated, integrated, regional effort.

**Program Funding Sources:** EDA - \$42,435; RDC Tax Levy - \$4,465; and Red Cross - \$14,219.

**Service Priorities:** Flood Recovery and Economic Recovery Planning are made up of: 1) writing grant applications, 2) making implementation of programs successful, 3) identifying "gaps" in the system and designing projects to fill them.

## Flood Recovery Highlights

### The Last Hurrah •••

Work began in April to address remaining flood needs with declining flood resources. At a time when our worst cases are surfacing, this will combine agencies in a team problem solving approach. The goal is to find the last of the last flood victims and help the hardest to help with their flood recovery. Both rehab needs and mental health needs will be coordinated. The American Red Cross funded four months of phone outreach at \$37,418 and work crews for \$77,640. Assistance with Red Cross funding of \$130,000 to the Northwest MN Disaster Response Network, which includes mental health and Rural Life Outreach.

### Buy out Easement Language •••

Prepared a detailed synopsis of the problem that dates back to the '93 floods. With emergency disaster payments to farmers coming from the USDA, the flood buy out easement contract needs to have a change in the language of the Stafford Act. This is an example of what can happen when one disaster hits another.

### Flood Victims •••

Handled phone calls and placed follow up calls to hundreds of flood victims and their families, putting them in touch with the appropriate service providers and provided personal support and personal visits as needed, sometimes with all providers present in order to solve problems.

### Homes & Farms in Robbin •••

This entire town in Kittson County was affected by the overland flooding and Red River flooding.

### FEMA Trailer Exit •••

Coordinated the 10 agency effort to help the last 66 FEMA Mobile Home Park Residents find temporary and permanent housing in time to meet their FEMA exit date and avoid evictions.



Governor Jesse Ventura surprised us with a visit, March 31, 1999.

### Red River Basin Disaster Information Network •••

Assisted in the start up of an on-line disaster information network.

### Recovery Road •••

Newsletter, newspaper columns and broadcasts continued as necessary throughout the year.

### East Grand Forks Economic Development Administration Proposals •••

Assisted with the City's grant proposals for the downtown Holiday Mall addition and boardwalk and streetscapes and firehall.

### Farm Wrap Becomes a Reality •••

Implemented the plan for Project Farm Wrap which was funded by the NW MN Foundation: \$30,000, the Otto Bremer Foundation: \$29,000, and NW Mental Health Center via Polk County: \$60,000. The Farm Wrap is free or low cost technical and personal assistance to farmers facing the stay or quit decision.

### Senior Housing •••

Assisted with a Red Cross proposal to fund the gap in a proposed 22 unit townhome. Red Cross approved a \$235,000 grant pending site selection.



# Regional Forum

## NORTHWEST REGIONAL DEVELOPMENT COMMISSION AND BOARD OF DIRECTORS

**Purpose:** Discuss and develop solutions to rural issues and problems which are held common in Northwest Minnesota.

**Funding Source:** Local Tax Levy - \$13,288; and interest - \$21,501; Misc. - \$21.

**Service Priorities:** Consensus building, planning, research, information, new program development, legislative advocacy.

## *Regional Forum Highlights*

### Commission and Board Meetings • • •

Conducted quarterly Commission and monthly Board of Directors Meetings to discuss area issues, set Commission service priorities and manage NWRDC program activities.

### MRDO • • •

The Minnesota Association of Regional Development Organizations and members groups obtained legislative approval for RDC's to increase local tax funding to address local service needs. Efforts also included a partially approved request for the reinstatement of state funding for RDC's to assist local units of government with land use planning efforts.

### Web Assistance • • •

Create an NWRDC web page for sharing information about the programs and services available at the NWRDC. Included in the site is information on the seven counties in our region. The web site will be constantly updated. Visit us at [www.nwrdc.org](http://www.nwrdc.org).

### Access • • •

This year the agency mail list was transferred from Dataflex to Microsoft Access. This was a large project to become compliant for the Year 2000.

### Service Directory • • •

Maintained extensive mailing list of all Governmental and Service Agencies in Region I. Provide mailing lists on a request basis to appropriate agencies.

### MN Association of Regional Organizations • • •

Participated in efforts to obtain state funding to support local planning. The effort resulted in \$150,000 in state funding to be granted on a competitive basis to regional organizations to use in support of local planning efforts.

### Community Based Planning • • •

The NWRDC assisted local units of government to understand and react to the provisions of the current Community Based Planning legislation and to propose changes in the 1998 legislative Session.

### Local Performance Aid • • •

Assisted Counties and Cities in addressing the provisions of the Local Performance Aid legislation. This included both technical assistance and the development of a model program for Kittson County.

### Legislative Advocacy • • •

Conducted an area wide discussion of 1998 legislative issues which included area legislators, local units of government and service agencies.

### Red River Water Quality Plan • • •

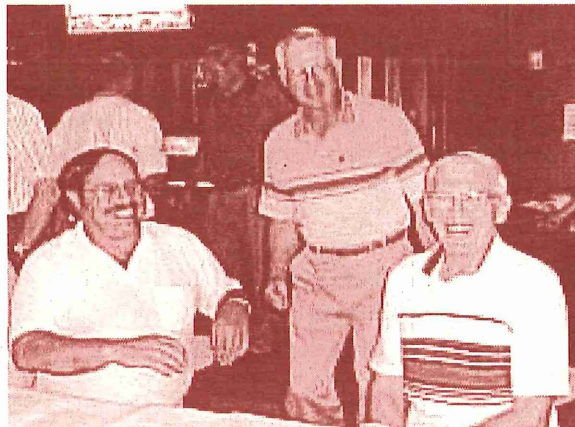
Assisted in the establishment and operation of a Red River Water Quality Plan advisory committee to provide input into the planning process being undertaken by MPCA.

### Red Cross Application/Flood Recovery • • •

Complete applications for funding from Red Cross to complete outreach activities and hire additional work crews to do housing rehabilitation work. Project was funded in the amount of \$115,000.

### Institutional Work Crews • • •

Started negotiations with the Department of Corrections to expand the Institutional Work Crew affordable Housing construction program to the entire seven county areas. The program uses prisoner crews to construct low cost homes.



NWRDC members from Norman County caucus during the Annual Commission meeting.



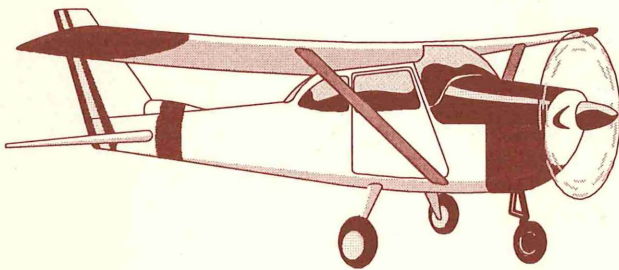
# Special Projects

**Purpose:** Support the efforts of local units of government to address high priority issues or problems.

**Funding Source:** State Planning - \$81,228; U.S. Forest Service - \$15,032; Marshall Co. - \$5,047; Pennington Co. - \$6,190; Roseau Co. - \$638; and RDC Tax Levy - \$2,816.

## NORTHERN COUNTIES

Provided assistance to the Northern Counties Landuse Coordinating Board in the administration of a \$375,000 project to complete a landuse planning model and draft land use plans in a ten county area. The project provided direct services to Pennington and Marshall counties in Region One.



## PENNINGTON COUNTY FEEDLOT INVENTORY

Contracted with the county to complete a level two inventory of feedlots and entry the information into a digital format.

## MARSHALL COUNTY FEEDLOT INVENTORY

Contracted with the county to complete a level two inventory of feedlots and to complete background information of development of a feed lot ordinance. The inventory includes taking arial photographs. Some of the Marshall county photos have been taken.

## PENNINGTON COUNTY WELL INVENTORY

Contracted with the county to complete a inventory of wells that may be susceptible to influence from ground water. The information was also entered into a digital format.

## MARSHALL COUNTY LANDUSE PLANNING

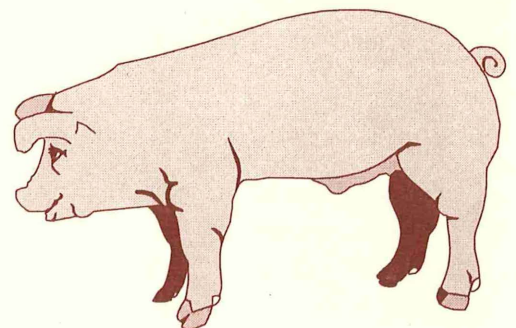
Submitted a joint proposal with Denver Tolliver and Associates, Fargo, ND to complete a draft land use plan for the county. The proposal was accepted and initial work completed including data gathering, analysis and goal setting.

## PENNINGTON COUNTY LANDUSE PLANNING

Submitted a joint proposal with Denver Tolliver and Associates, Fargo, ND to complete a draft land use plan for the county. The proposal was accepted and initial work completed including data gathering, analysis and goal setting.

## ROSEAU COUNTY GIS

Contracted with Roseau county Soil and Water Conservation District to provide base information and training for development of a county Geographical Information System for use by a variety of agencies.





# Transportation

**Purpose:** To insure safe efficient movement of people and commodities in the region. Provide an ongoing forum for important transportation issues in the region. Assist MN/DOT and provide input with it's planning efforts and programs.

**Funding Sources:** MN Department of Transportation - \$52,404; and RDC Tax Levy - \$22,857.

**Service Priorities:** Direction setting, comprehensive regional planning, legislative advocacy, MN/DOT project coordination.

## Transportation Highlights

### Reorganized TAC •••

Reorganized the Transportation Advisory Committee to provide more direct input by the County Highway Engineers and to facilitate coordination between state and local highway systems.

### District Transportation Plan •••

Assisted in the preparation of the MnDot District Two Transportation Plan including completion of the economic profile and designation of funding priorities.

### ATP •••

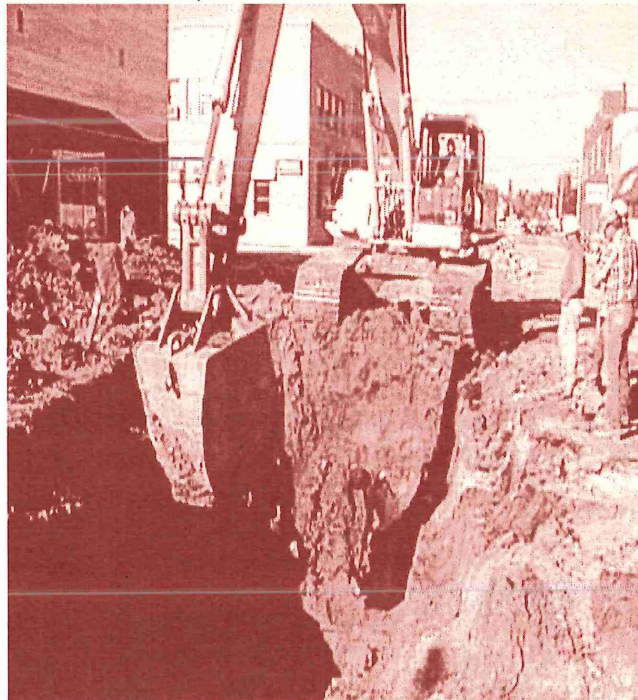
Assisted in review and ranking of projects submitted for funding under the inter-regional, enhancements, and transit funding categories related to state and federal transportation funding.

### Information Systems •••

Completed a survey of MnDot and County staff to determine existing capacities in geographical information systems. This resulted in a training session and the definition of basic information storage and analysis needs in the region.

### Pembina Trails Scenic By-Ways •••

Assisted in preliminary work to obtain a federal scenic by-ways designation for a series of roads which follow the general path of the Pembina Trail ox cart path through Kittson, Marshall and Polk Counties.



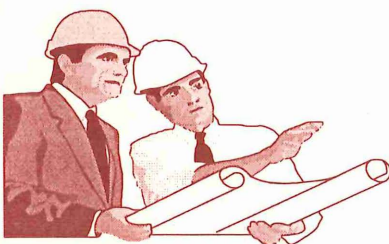
Main Street construction in Warren to replace sewer/pipe damage due to the floods of 1996 and 1997.

### Public Input •••

Completed a public input process in conjunction with a planning consultant which defined the major transportation issues in the region, including Red River bridges, routing of Highway 89, design of a coordinated nine ton road systems and maintaining the existing road system.

### Local Planning •••

Completed initial design for county segmented traffic count maps and mapping of local nine ton routes. This information will be used to examine how local road systems and traffic flows integrate with state highway systems.





# *Plans, Studies and Publications*

Prepared by NWRDC

**Area Plan on Aging** - The Area Plan on Aging examines senior input and demographic data to establish priorities for the use of Title III Older Americans Act funds. Includes budget information, an Executive Summary and work activities.

**Commission Chronicle** - NWRDC Newsletter - Printed on a quarterly basis and distributed to government units, service agencies and interested persons. Contains current items of interest to local communities and Commission activities.

**Directory of Artists and Arts Organizations** - The directory contains listings of regional artists, arts organizations, school district offices and public libraries.

**Directory of Government Units and Service Agencies** - The directory contains listings of service agencies and governmental offices from the township level through the legislative level.

**Disaster Relief Loan Fund Plan** - Describes the program elements and guidelines for the Disaster Relief Loan Fund. Updated in 1997.

**FY 1998 Annual Report** - Information on the funding and work activities of the Commission over the past year. Published and distributed to local officials and legislators.

**FY 1999 Work Program** - Details the goals and objectives of the Commission in each of the program and planning areas.

**Northwest Arts** - Quarterly newsletter developed for the artists, arts organizations and schools in northwest Minnesota.

**Northwest Minnesota Visitor and Recreation Guide** - A comprehensive listing of attractions and facilities which offer opportunities and services to local and outside visitors to area communities.

**Overall Economic Development Program** - Background information and statistics about Northwest Minnesota are examined to produce economic development strategies and work activities for the upcoming year.

**"Recovery Road" newsletters** - Tracks one year of flood recovery decisions and progress.

**"Farm Wrap Network" newsletters** - Tracks 6 months of farm recovery decisions and progress.

**Regional Arts Plans** - Goals, strategies and work activities for State Arts Funds and McKnight Arts Funds are included in these plans.

**Resources for Economic Development** - Descriptions of agencies and both technical assistance and financial programs for economic development. Includes special sections on labor force and housing resources. Lists community revolving loan funds and economic development contacts.

**Revolving Loan Fund Plan** - Describes the program elements and guidelines for the loan fund. Updated in 1997.

**Senior News** - Newsletter developed for the Senior Citizens and service providers of Region One.

**Senior Service Directory** - Resources for Region I seniors, consumers and professionals in the field of aging. It provides a brief description of programs, resources and agencies.



# Committee Membership List

## Aging Advisory Committee

Sharon Bring	Newfolden
Bob Carlson	Thief River Falls
* Richard Dahlin	Ada
George Derosier	Red Lake Falls
Matthew Edman	Alvarado
Jeanne Harren	Warroad
Jamie Hennen	Ada
Beverly Hewitt	Lancaster
Roy Jorgenson	Thief River Falls
Charles Lindberg	Kennedy
Carrie Michalski	Red Lake Falls
Warren Olson	Halstad
Julie Pahlen	Roseau
Lorraine Strand	Erskine
Elizabeth Valdez	Crookston
Henry Vasek	Warren

## Regional Arts Council

Marlene Baatz	Nielsville
Dawn Bly	Fosston
Mavis Benson	Stephen
Rob Conwell	Red Lake Falls
Pat Dunning	Thief River Falls
Mary Follett	Thief River Falls
* George French	Crookston
Dorothy Gehrke	Roseau
Betty Halvorson	Plummer
Kimberley Johnson	Kennedy
Gen Knott	Red Lake Falls
Charlene Kuznia	Argyle
Larry Braford	East Grand Forks
Ruth Halverson	Karlstad
Gene Lysaker	Twin Valley

## Transportation Advisory Committee

Milton Alm	Ada
Dr. Joe Bouvette	Hallock
Sharon Bring	Strandquist
George Broadwell	Thief River Falls
Glenn Darst	Greenbush
Lyle Eisert	Crookston
Donald Jensen	Goodridge
Jeff Langan	Warren
Charles Lindberg	Kennedy
* Bob Marvin	Warroad
Lee Nielson	Erskine
Tara Ratzlaff	Red Lake Falls
Warren Strandell	East Grand Forks
Earl Visser	Ada

## Enterprise Fund Members

Garnet Aanenson	McIntosh
* Randall Aarestad	Halstad
Betty Arvidson	Crookston
Michelle Benton	Thief River Falls
Brenda Berg	Greenbush
Allen Bertilrud	Red Lake Falls
Mike England	Roseau
Stephen Fisher	Warroad
Cecil Fossell	Kennedy
Lee Ann Konkin	Ada
Ronald Laqua	Halstad
Stuart McFarlane	Roseau
Tina Murn	Twin Valley
Vanessa Page	Crookston
Milt Peterson	Plummer
Terry Potucek	Warren
Sandra Simonson	Oslo
Kari Thompson	Crookston
Ed Turn	Warren
Fred Wilebski	Lancaster
Scott Wilson	Karlstad

## Economic Development Planning Committee

Michelle Benton	Thief River Falls
Carolyn Eeg	Greenbush
Brent Guenther	Red Lake Falls
Evangeline Myhre	Warren
* Jim Richter	East Grand Forks
Scott Wilson	Karlstad
John Wynne	Wannaska



Certified Public Accountants

117 South Broadway

Crookston, Minnesota 56716

Telephone (218) 281-3789

FAX (218) 281-5245

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INDEPENDENT AUDITORS' REPORT

Board of Directors  
Northwest Regional Development Commission  
Warren, Minnesota 56762

We have audited the accompanying general purpose financial statements of Northwest Regional Development Commission as of June 30, 1998, and for the year then ended, as listed in the Table of Contents. These general purpose financial statements are the responsibility of Northwest Regional Development Commission; management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

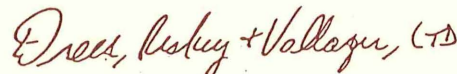
We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Northwest Regional Development Commission, as of June 30, 1998, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued a report dated September 18, 1998 on our consideration of the Northwest Regional Development Commission's internal control over financial reporting and our test of compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as whole. The individual fund statements and the Schedule of Expenditures of Federal Awards are presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," and are not a required part of the general purpose financial statements of Northwest Regional Development Commission. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

DREES, RISKEY &amp; VALLAGER, LTD.



Certified Public Accountants

September 18, 1998  
Crookston, Minnesota

Members of National Associated CPA Firms  
Members of Minnesota Society of CPA's  
Members of American Institute of Certified Accountants





**NW Regional  
Development  
Commission**

**Projects Listings  
by County  
Fiscal Year 1999**

*Kittson, Marshall, Norman, Pennington  
Polk, Red Lake, Roseau  
Multi-County*



# Kittson County

Transportation	Highway Traffic Map County	Design Kittson County traffic count map.	
Enterprise Fund	Enterprise Fund Loans County	Nine loans have been made to businesses in Kittson County, totalling \$523,820. Seven of the loans are active.	\$523,820
Flood Recovery	Area Flood Victims County	Technical Assistance to the rural Donaldson/Robbin area flood victims. Assisted 12 people.	
Flood Recovery	Kittson County Flood Victims County	Technical Assistance to Kittson County residents regarding their flood buyout vs. rehab and financing questions. Assisted over 100 persons.	
Aging Admin	1998 Senior Medical Travel County	Granted Kittson County Sr. Medical Travel \$5,000 in III-B funds to provide medical transportation services. To date: provided 512 one way trips to 51 persons.	\$5,000
Aging Admin	1999 Senior Transportation County	Approved grant for \$5,000 to Kittson Senior Medical Travel to provide medical transportation services to elderly persons in Kittson County for 1999.	\$5,000
SENIOR LINKAGE	I&A - Kittson County County	Provided information and assistance to 41 calls in Kittson County.	
Flood Recovery	R-B Century Farm Donaldson	Further work with the private non-profits and this Century farm. This farm is done.	
Housing Tech. Asst.	Housing Technical Assistance Hallock	Develop plans for an assisted living unit that would be tied to the hospital in Hallock. Plans have been developed and project cost estimates have been developed.	\$2,000
Economic Development	Hallock Housing Assistance Hallock	Review Hallock current housing to determine if elderly housing is needed in the community.	
Arts Development	Arts Grant Hallock	Funded Kittson Central School for the sponsorship of Prairie Fire Theater's production of "Cinderella" from July 26-31, 1999.	\$550
Aging Admin	LSS Senior Nutrition Program Hallock	Provided 3,801 Congregate and Home Delivered Meals to 142 persons in Hallock (Senior Center and Hallock West Side apartments) in 1998.	
Aging Admin	LSS Senior Nutrition Program Karlstad	Provided 9,091 Congregate and Home Delivered Meals to 213 persons in Karlstad in 1998.	
McKnight Arts	Individual Artist Grant Kennedy	Funded Bernie Wilebski to attend a paint away in Montana from August 26-28, 1998.	\$420
Aging Admin	LSS Senior Nutrition Program Kennedy	Provided 2,696 Congregate and Home Delivered Meals to 52 persons in Kennedy in 1998.	
Aging PD&C	Grocery Shopping Assistance Kennedy	Developed a Grocery Shopping Assistance program for senior residents in Kennedy in response to a request for assistance from the City Clerk. Nursing Home in Hallock will provide van for use by program one day a week at no cost!	



Arts Development	Arts Grant Lake Bronson	Funded Artist Unlimited for the sponsorship of a workshop by watercolor artist Marilyn Hughes of Montana on September 18-20, 1999.	\$870
McKnight Arts	Individual Artist Grant Lake Bronson	Funded Audrey Sandahl to attend a paint away in Montana on August 26-28, 1998.	\$390
Aging Admin	LSS Senior Nutrition Program Lake Bronson	Provided 3,279 Congregate and Home Delivered Meals to 94 persons in Lake Bronson in 1998.	
OIP #4 - Multi Fam	Lancaster Housing Study Lancaster	Help Lancaster look at assisted living for some of its senior housing needs. Developed a housing survey to be used to determine housing needs in Lancaster. CRF application is being discussed with city council. Housing survey is being planned.	
Housing Tech. Asst.	Lancaster Housing Survey Lancaster	Lancaster is in need of senior housing. I spoke to Gary Burton about assisted living and gave him Patrick Raffety name and address to look at Tekakwitha Nursing Center working on assisted living units in Lancaster. Developed housing survey for Lancaster.	
Aging Admin	LSS Senior Nutrition Program Lancaster	Provided 2,494 Congregate and Home Delivered Meals to 73 persons in Lancaster in 1998.	

## ***Marshall County***

Landuse Planning	Staff County	Provide a variety of staffing duties for DTA. Attend meetings, scheduling, mailings, prepare/present reports to landuse committee.	
Landuse Planning	Demographic County	Prepare demographic and economic data package for landuse committee.	
Landuse Planning	Data County	Prepare data package outlined in the landuse planning proposal. Prepare and package GIS data.	
Landuse Planning	Training County	Organize and tailor GIS training based on survey of local GIS capacity and staff training suggestions.	
Regional Forum	Land Use Planning Proposal County	Completed a joint proposal with Toliver and Associated to do draft land use plans in Marshall and Pennington Counties. Both counties accepted the proposals.	
Economic Development	Marshall Land Use Planning County	Assisted in the development of a land use planning process that can be used in Marshall County by participation in the Northern Counties Land Use Coordinating Board and other groups.	
Enterprise Fund	Enterprise Fund Loans County	Fifteen loans have been made to businesses in Marshall County, totalling \$880,543. Five loans are active.	\$880,543
Flood Recovery	Warren Flood Victims County	Technical Assistance to Warren residents regarding their flood buy out/rehab/financing questions. Assisted over 100 people.	
Flood Recovery	Marshall County Flood Victims County	Technical assistance to Marshall County residents regarding their flood buyout/rehab/financing questions. Assisted over 40 people.	
Marshall Feedlot	Methodology County	Complete marshall county feedlot inventory.	



Aging Admin	1998 Brown Bag Project County	Granted Argyle LAH/BNP \$1,500 in III-F funds to provide health education workshops for seniors. To date: Six sessions provided by 5 pharmacists. One-on-one sessions held with seniors. 3 Senior Site presentations made.	\$1,500
Aging Admin	1999 Tri-Community LAH/BNP County	Granted City of Newfolden III-B funds for the Tri-Community Living At Home Block Nurse Program for 7/1/99 to 12/31/99.	
Aging Admin	1999 Health Promotion Clinics County	Granted North Valley Home Health \$3,000 in III-F funds to do Health Promotion Clinics in Marshall county to seniors in 1999.	\$3,000
SENIOR LINKAGE	I&A - Marshall County County	Provided information and assistance to 99 calls in Marshall County.	
Housing Tech. Asst.	Housing Technical Assistance Alvarado	Complete a housing needs survey and develop a housing strategy based on survey results. Duplex is being considered in town.	\$2,000
Housing Tech. Asst.	Alvarado Housing Survey Alvarado	Alvarado is looking at building a four plex, I told them they should look at completing a housing survey before they build. Met with city council to discuss housing technical assistance grant on 5-12-98. Survey is complete and plans are being reviewed.	
OIP #4 - Multi Fam	Argyle Assisted Living Project Argyle	Work with Argyle Development to identify possible assisted living providers and locate possible sources of funding through USDA Rural Development under community facilities program.	
Economic Development	Argyle Sentence to Service Argyle	Work with community on developing a spec home after business plan has been completed by Greater MN Housing Fund. Provided Argyle with building information on several companies who have insulated panels for home construction. City decided to wait on building.	
Arts Development	TA Argyle	Worked with the Old Mill State Park on their public art project.	
Arts Development	Public Arts Grant Argyle	Funded Old Mill State Park for the creation of a wood and metal artistic sign for the parks entrance.	\$7,500
Arts Development	Arts Grant Argyle	Funded Friends of the Old Mill for the sponsorship of a situ landscape workshop with Pat Dunning on June 14 - 25, 1999 with a display on July 25, 1999.	\$400
McKnight Arts	Student Artist Grant Argyle	Funded Brent Radeke for voice instruction with Dr. Eric Tucker from September 1999 - June 2000.	\$500
OIP #4 - Multi Fam	Grygla Duplex Grygla	Grygla Condo development. MNHFA awarded financing for duplex looking for administration dollars to develop the project for NW Multi County to be construction manager. Total project is \$393,000 plus development fees. Funding has been awarded by MNHFA.	
Housing Tech. Asst.	Grygla Four Plex Grygla	Work with NW Multi County HRA to locate gap financing on the project. Also helped them find contractors to bid project. Total project funded at \$393,000 from various sources.	
Economic Development	Grygla Housing Marketing Grygla	Spoke with Joan Abercrombie about private developer doing Grygla project if it does not get funded this round through MN Housing Finance Agency.	



Economic Development	Grygla Loan Fund Grygla	Assisted with putting together loan packages for City Loan Fund. Work this year has included the Steak Knife purchase.	
Aging Admin	LSS Senior Nutrition Program Grygla	Provided 6,797 Congregate and Home Delivered meals to 156 persons in Grygla in 1998.	
Arts Development	Arts Grant Middle River	Funded Middle River Community Theater for the production of "The Crazy Quilt" on September 29-30, October 1-2, 1999.	\$2,000
Arts Development	Arts Grant Middle River	Funded Middle River Community Theater for the children's production of "Pale Pink Dragon" from June 27-30, 1999.	\$2,000
McKnight Arts	Small Capital Grant Middle River	Funded Middle River Community Theater for the purchase of a keyboard.	\$1,500
Aging Admin	LSS Senior Nutrition Program Middle River	Provided 6,124 Congregate and Home Delivered meals to 110 persons in Middle River in 1998.	
Aging Admin	Tri-Community LAH/BNP Newfolden	Provided technical assistance to steering committee looking at development of Living at Home/Block Nurse Program for Viking, Holt, and Newfolden.	
Aging Admin	LSS Senior Nutrition Program Newfolden	Provided 7,879 Congregate and Home Delivered meals to 281 persons in Newfolden in 1998.	
Aging Admin	LSS Senior Nutrition Program Oslo	Provided 3,399 Congregate and Home Delivered meals to 126 persons in Oslo in 1998.	
Housing Tech. Asst.	Housing Technical Assistance Stephen	A grant to look into assisted living units in Stephen. The city council and EDA decided to look at senior apartments instead of assisted living facility.	\$2,000
Housing Tech. Asst.	Stephen Assisted Living Stephen	Stephen is interested in looking at assisted living housing. They decided to look at just senior apartments instead of assisted living right now.	
Economic Development	Stephen Technical Assistance Stephen	Spoke with Stephen about assisted living. Spoke to Stephen about assisted living facility in Bemidji called Goldpine arranged a tour of facility the city came. Stephen interest is now in senior apartments instead of assisted living units.	
Arts Development	Arts Grant Stephen	Funded Stephen/Argyle Public School for the sponsorship of Prairie Fire Theater production of "Robin Hood" from August 13-14, 1999.	\$1,000
McKnight Arts	Student Artist Grant Stephen	Funded Jonathan Hendricks to prepare for his Senior piano recital including moving a concert grand piano twice in December 1999.	\$500
McKnight Arts	Student Artist Grant Stephen	Funded Jodi Wang for voice instruction with Maria Williams to prepare for her Senior vocal recital from July 1999 - May 2000.	\$500
Aging Admin	LSS Senior Nutrition Program Stephen	Provided 6,809 Congregate and Home Delivered meals to 139 persons in Stephen in 1998.	
Economic Development	Warren Townhome Marketing Warren	Work with Mark Beardsley with townhome marketing.	



Economic Development	Warren Sentence to Service Warren	Warren is currently not interested in using the Sentence to Service program to build homes in town.	
Enterprise Fund	Copp Custom Harvesting, Inc. Warren	Closed Disaster Relief Loan for \$67,500.	\$67,500
Enterprise Fund	Warren Disaster Assistance Warren	Worked with businesses and City of Warren in regard to disaster relief loan fund. Reviewed and analyzed two disaster relief applications for city.	
Arts Development	Grant Writing Packets Warren	Put together information on grant writing and distribute to area arts organizations as well as participants at hands-on workshops.	
Arts Development	TA Warren	Worked with the school district on their possible public art project.	
Arts Development	TA Warren	Worked with Good Samaritan Center on thier possible public art project.	
Arts Development	Arts Grant Warren	Funded the Marshall County Historical Society for the sponsorship of the Heritage Music workshop and performance from June 15-24, with the performance on June 27, 1999.	\$1,135
Arts Development	Arts Grant Warren	Funded Warren/Alvarado/Oslo Public Schools for the sponsorship of a dance residency with Jeanne O'Neil from April 26- May 7, 1999.	\$1,000
Arts Development	Arts Grant Warren	Funded Warren/Alvarado/Oslo Public School for the sponsorship of Prairie Fire Theater for the production of "Snow White" from June 20-26, 1999.	\$700
McKnight Arts	Student Artist Grant Warren	Funded Lisa Aakre of Angus for voice instruction with Maria Williams from July 1999 - June 2000.	\$500
Aging Admin	Home Health Focus Group Warren	Gathered information about Senior's needs during North Valley Home Health Focus Group meeting for Public Health Plan.	
Aging Admin	LSS Senior Nutrition Program Warren	Provided 14,285 Congregate and Home Delivered meals to 360 persons in Warren in 1998.	

## ***Norman County***

Economic Development	TA Norman County County	Working on townhome developers to look at county. Halstad is forming a EDA. Working with Halstad on housing survey. EDA is formed and projects are being indentified. A firehall has been discussed as a need and I suggested looking at USDA Facilities.	
Enterprise Fund	Enterprise Fund Loans County	Nine loans have been made to businesses in Norman County, totalling \$323,560. Seven of the loans are active.	\$323,560
Flood Recovery	Norman County Flood Victims County	Technical Assistance to Norman County flood victims regarding their flood buyout/rehab/financing questions. Assisted over 30 people.	
Flood Recovery	City of Shelley Flood Victims County	Technical Assistance to flood victims in Shelley.	



Flood Recovery	City of Halstad Flood Victims County	Technical Assistance to City of Halstad flood victims.	
Flood Recovery	City of Hendrum Flood Victims County	Technical assistance to City of Hendrum's flood victims.	
Flood Recovery	City of Perley Flood Victims County	Technical Assistance to City of Perley flood victims.	
Flood Recovery	City of Ada Flood Victims County	Technical Assistance to City of Ada's flood victims.	
Flood Recovery	City of Twin Valley Flood Victims County	Technical Assistance to City of Twin Valley's flood victims.	
Aging Admin	1999 Volunteer Coordinator County	Granted Multi County Nursing Service \$9,599 to fund the Norman County Volunteer Coordinator for 7/1/99 to 12/31/99.	\$9,599
SENIOR LINKAGE	I&A - Norman County County	Provided information and assistance to 116 calls in Norman County.	
Housing Tech. Asst.	Housing Technical Assistance Ada	Housing Technical Assistance Grant to complete a housing survey and develop a tax credit application. Townhomes being built under tax credit program.	\$1,000
Aging Admin	LSS Senior Nutrition Program Ada	Provided 10,749 Congregate and Home Delivered Meals to 259 persons in Ada in 1998.	
Aging Admin	LSS Senior Nutrition Program Gary	Provided 3,405 Congregate and Home Delivered meals to 112 persons in Gary in 1998.	
Housing Tech. Asst.	Housing Technical Assistance Halstad	Complete a H-MURL application on three homes. Rehab these homes and sell them contract for deed to an "at risk homebuyer".	\$1,250
Housing Tech. Asst.	H-Mural TA Grant Application Halstad	Developed a TA application with the city of Halstad to complete a H-Mural TA grant application. TA grant was awarded. H-Mural grant was awarded.	
Economic Development	Halstad EDA Halstad	Helped Halstad form an EDA and provide housing survey to be used for community plan purposes. They are planning a firehall and water storage project.	
Enterprise Fund	Roger's Auto and Truck Repair Halstad	Closed Disaster Relief Loan for \$13,900.	\$13,900
Enterprise Fund	Valley Hardware and Supply Halstad	Closed Standard Loan for \$27,500.	\$27,500
Arts Development	Arts Grant Halstad	Funded Valley Community Theater for the production of "A Tuna Christmas" on December 3-5, 11-12, 1998.	\$1,040
Arts Development	Arts Grant Halstad	Funded Valley Community Theater for the sponsorship of Missoula Children's Theater production of "Beauty Lou and the Country Beast" from August 16-21, 1999.	\$1,120
Arts Development	Arts Grant Halstad	Funded Valley Community Theater for the production of "And Miss Reardon Drinks a Little" from May 7-9, 15-16, 1999.	\$1,240



McKnight Arts	Small Capital Grant Halstad	Funded Valley Community Theater for the purchase of lighting equipment.	\$2,835
Aging Admin	LSS Senior Nutrition Program Halstad	Provided 5,515 Congregate and Home Delivered Meals to 80 persons in Halstad in 1998.	
Aging PD&C	Red River Valley Electric Coop. Halstad	Provided Gatekeeper Training to 18 staff at the Red River Valley Electric Cooperative in Halstad.	
Aging PD&C	Gatekeeper Training Halstad	Provided Gatekeeper Training to 10 staff at Red River Bank in Halstad.	
Housing Tech. Asst.	Housing Technical Assistance Hendrum	Technical assistance grant to complete a community revitalization grant application. CRF innovative housing grants were awarded for two homes \$89,000 each.	\$1,000
Aging Admin	LSS Senior Nutrition Program Hendrum	Provided 450 Home Delivered Meals to 3 persons in Hendrum in 1998.	
Housing Tech. Asst.	Housing Technical Assistance Shelly	Complete a housing survey and developed a housing development strategy.	\$2,000
Aging Admin	LSS Senior Nutrition Program Shelly	Provided 4,266 Congregate and Home Delivered meals to 152 persons in Shelly in 1998.	
Aging PD&C	Gatekeeper Training Shelly	Provided Gatekeeper Training to four staff at Bremer Bank in Shelly.	
Housing Tech. Asst.	Housing Technical Assistance Twin Valley	Development of a housing incentive program and funded legal work on program.	\$2,000
Arts Development	Residency Grant Twin Valley	Funded Norman County East School for a ceramic residency with Lisa McGrath in the 1999-2000 school year.	\$1,000
Arts Development	Arts Grant Twin Valley	Funded Norman County East School for the sponsorship of Missoula Children's Theater workshop and production of "Rumplestiltskin" on August 16-21, 1999.	\$1,275
Aging Admin	LSS Senior Nutrition Program Twin Valley	Provided 7,577 Congregate and Home Delivered meals to 147 persons in Twin Valley in 1998.	

## ***Pennington County***

Landuse Planning	Staff County	Provide a variety of staffing duties for DTA. Attend meetings, scheduling, mailing, prepare/present reports to landuse committee.	
Landuse Planning	Training County	Organize and tailor GIS training session based on survey of local GIS capacity and staff training suggestions.	
Landuse Planning	Data County	Prepare data package outlined in the Landuse planning proposal. Prepare and package available GIS data.	
Landuse Planning	Demographic County	Prepare demographic and economic data package for Landuse committee.	



Regional Forum	Land Use Planning Proposal County	Completed a joint proposal with Toliver and Associates to do draft land use plans for Marshall and Pennington Counties. The proposal was accepted by both counties.	
Economic Development	Land Use Planning County	Assisted in the development of a land use planning process for Pennington County by participation in the Northern Counties Land Use Coordinating Board and other groups.	
Enterprise Fund	Enterprise Fund Loans County	Six loans have been made to businesses in Pennington County, totalling 464,600. Two of the loans are active.	\$464,600
Pennington Feedlot	Research County	Pennington County feedlot inventory.	
Aging Admin	1999 Respite & Caregiver Support County	Granted IIIB funds to LSS Caregiver Respite program for expansion into Pennington County for 7/1/99 to 12/31/99.	\$7,924
SENIOR LINKAGE	I&A - Pennington County County	Provided information and assistance to 94 calls in Pennington County.	
OIP #2 - Modular Home	Goodridge Lot Development Goodridge	Work on developing lots for mobil homes or houses in Goodridge. Lots have infrastructure in place and new lots are developed.	
Housing Tech. Asst.	Housing Technical Assistance Goodridge	Technical assistance grant to help pay for engineering services for water and sewer to five sites in town. Sites are completed and one site has home on it.	\$2,000
Housing Tech. Asst.	Housing Technical Assistance St. Hilaire	Complete a community housing needs assessment and develop a housing strategy around those needs along with lot development. Affordable housing planned for lots identified.	\$3,000
Housing Tech. Asst.	Housing & Lot Development St. Hilaire	Developed a program of work with Inter County to develop housing and lots in St. Hilaire. TA grant awarded and meeting with city council on 6-8-98 to discuss program of work and program. Inter County is trying to acquire lots for inmate constructed homes.	
Economic Development	St. Hilaire Technical Assistance St. Hilaire	Spoke to city council about sentence to serve work crews building some homes in St. Hilaire. Lots have been reviewed for single family housing with Inter County being the developer of lots. St. Hilaire development wants people identified for homes.	
Housing Tech. Asst.	Housing Technical Assistance Thief River Falls	Development of a single family housing loan program. Developed a a delayed repayment program utilizing MN DTED revolving loan pool dollars to help build single family housing.	\$2,000
Arts Development	Arts Grant Thief River Falls	Funded Thief River Falls Public Schools for the sponsorship of three artists from the Creative Studio project in May 1999.	\$775
Arts Development	Arts Grant Thief River Falls	Funded the NW Minnesota Service Cooperative for the sponsorship of the Young Author's Conference on March 9-10, 1998.	\$2,500
Arts Development	Arts Grant Thief River Falls	Funded Challenger Elementary for the sponsorship of the Very Special Arts Festival from March 30 - 31, 1999.	\$2,500
Arts Development	Arts Grant Thief River Falls	Funded Thief River Falls Arts Council for the production of "The King and I" from August 3-8, 1999.	\$2,160



Arts Development	Arts Grant Thief River Falls	Funded Thief River Falls Arts Council for the production of "Arsenic and Old Lace" from June 17-19, 1999.	\$1,840
McKnight Arts	Small Capital Grant Thief River Falls	Funded Thief River Falls Arts Council for the purchase of lighting equipment.	\$2,815
McKnight Arts	Individual Artist Grant Thief River Falls	Funded Lisa McGrath for the set-up of a ceramic studio and creating new pieces of ceramic artwork to be displayed at the Chautauqua and Arts Festival in August 1999.	\$750
Aging Admin	NAPIS - Meals on Wheels Thief River Falls	Met with representatives from Thief River Falls Home Delivered Meals program to discuss NAPIS reporting requirements and the need for the program to participate in the implementation. Program was more than willing to assist.	
Aging Admin	Golden Pioneers Thief River Falls	Provided information about AAA, Health Insurance Counseling and Senior Linkage Line Programs, Health Care Power of Attorney, and other resources for seniors at meeting of Golden Pioneers in Thief River Falls.	
Aging Admin	Heritage Center Nutrition Site Thief River Falls	Answered questions regarding the relationship between the Area Agency on Aging, Lutheran Social Service/Senior Nutrition Program, and the Heritage Center at an Open Forum meeting of the Heritage Center Nutrition Site Council.	
Aging Admin	Volunteer Appreciation Thief River Falls	Provided information about Area Agency on Aging and relationship to Heritage Center at Volunteer Appreciation event at TRF Heritage Center.	
Aging Admin	LSS Senior Nutrition Program Thief River Falls	Provided 25,350 Congregate and Home Delivered meals to 852 persons in Thief River Falls in 1998. (5 Sites-Sr. Center, Riverside Terrace Apts., Skylight Apts, Gunderson Apts., Greenwood Apts.)	
Aging PD&C	Zion Lutheran Church Parish Nurse Thief River Falls	Gathered information about Parish Nurse Programs to share with a committee of people looking to establish a Parish Nurse at Zion Lutheran Church in Thief River Falls.	

## Polk County

Enterprise Fund	Enterprise Fund Loans County	Thirty-four loans have been made to businesses in Polk County, totalling \$2,321,725. Twenty-two of the loans are active.	
Flood Recovery	EGF Flood Victims County	Technical Assistance to East Grand Forks flood victims regarding their flood buyout/rehab/financing questions. Assisted over 150 people.	
Flood Recovery	Polk County Flood Victims County	Technical Assistance to Polk County residents regarding their flood buyout/rehab/financing questions. Assisted over 60 people.	
Arts Development	Polk County TA County	Grant writing and visual art workshop in Crookston on October 10, 1998.	
Aging Admin	1999 Senior Wellness Initiative County	Granted Polk County Nursing Service \$6397 in III-F funds to provide Senior Wellness workshops to seniors in Polk county for 1999.	\$6,397



SENIOR LINKAGE	I&A - Polk County County	Provided information and assistance to 339 calls in Polk County.	
Arts Development	Residency Grant Climax	Funded Climax School for a ceramic residency with Lisa McGrath in the 1999-2000 school year.	\$1,000
Economic Development	Crookston Business Incubator Crookston	Participated in the on-going process to construct a business incubator in Crookston.	
Enterprise Fund	L & L Oil Company Crookston	Approved Disaster Relief Loan for \$75,000. Closing is pending.	\$75,000
Arts Development	TA Crookston	Worked with the University of Minnesota on their public art project.	
Arts Development	Arts Grant Crookston	Funded Crookston Community Theater for the production of "An Inspector Calls" on September 17-20, 1998.	\$1,000
Arts Development	Arts Grant Crookston	Funded Impressions Dance Company for the sponsorship of two dance choreographers from February 26-28, 1999.	\$1,520
Arts Development	Public Arts Grant Crookston	Funded the University of Minnesota Crookston for the creation of a metal eagle sculpture for the courtyard outside the sports center on campus that is used by the region for events.	\$7,500
Arts Development	Arts Grant Crookston	Funded the University of Minnesota Crookston for the sponsorship of a performance by the musical group Peaceful Women on October 23 , 1999.	\$500
Arts Development	Arts Grant Crookston	Funded Crookston Community Theater for the production of "The Sound of Music" from June 10-14, 1999.	\$2,500
McKnight Arts	Individual Artist Grant Crookston	Funded Robert Lutz for studio time associated with recording a new CD that he can then use to promote himself as a musician for concerts.	\$750
Aging Admin	NAPIS - Meals on Wheels Crookston	Met with representatives from the Crookston Meals on Wheels Program to discuss NAPIS implementation and the need for the Crookston program to participate. Program was more than willing to participate in the implementation.	
Aging Admin	LSS Senior Nutrition Program Crookston	Provided 30,437 Congregate and Home Delivered meals to 470 persons in Crookston in 1998. (3 sites-Sr. Center, Nimens Apts., Oak Court Apts.)	
Aging PD&C	Gatekeeper Training - Crookston Crookston	Provided Gatekeeper Training to 15 staff at the Crookston National Bank.	
Enterprise Fund	East River's Edge Corporation East Grand Forks	Closed Disaster Relief Loan for \$150,000.	\$150,000
Enterprise Fund	Upstairs Downtown East Grand Forks	Approved Standard Loan Application for \$30,000. Loan closing is pending.	\$30,000
Enterprise Fund	5 B's Inc. dba Hardware Hank East Grand Forks	Closed Standard Loan for \$120,000.	\$120,000



Flood Recovery	FEMA Trailer Statistics East Grand Forks	Made a report based on statistics gathered by NW MN Disaster Response regarding the residents plans for finding housing. Done.	
Flood Recovery	FEMA Trailer Resident Exit East Grand Forks	Set up meetings of all agencies necessary to a smooth exit of FEMA trailer park residents in EGF, Warren, and Halstad. Acted as Additional staff as necessary. Done 9/30/98.	
Arts Development	TA East Grand Forks	Worked with several groups including the school district, the arts and crafts council and the city on possible public art projects.	
Arts Development	Arts Grant East Grand Forks	Funded Summer Arts STAGES for two workshops in theater skills for youth and the production of "Pinocchio" on July 26-30, August 2-8, 1999.	\$2,500
Arts Development	Public Arts Grant East Grand Forks	Funded the Campbell Library for the creation of artistic relief in the brick of the new building.	\$7,500
McKnight Arts	Small Capital Grant East Grand Forks	Funded the Community Performing Arts Council for the purchase of scaffolding.	\$1,345
Aging Admin	LSS Senior Nutrition Program East Grand Forks	Provided 8,615 Congregate meals to 146 persons in East Grand Forks in 1998. (3 sites-Sr. Center, Sunshine Terrace Apts., Townsquare Apts.)	
Aging PD&C	FEMA Trailer Removal Deadline East Grand Forks	Participated in the Task Force Meeting addressing the September 30 deadline for families to be out of the FEMA trailers in EGF. Involved in addressing the needs of seniors still without a permanent housing plan.	
Arts Development	Arts Grant Erskine	Funded Pioneer Memorial Care Center for the sponsorship of a painting workshop with Linda Axvig on September 8-9, 1998.	\$480
Aging Admin	LSS Senior Nutrition Program Erskine	Provided 6,058 Congregate and Home Delivered meals to 125 persons in Erskine in 1998.	
Housing Tech. Asst.	Housing Technical Assistance Fertile	Complete a community housing needs assessment and develop a housing strategy based on those needs. Lots are being considered for apartments and townhomes.	\$3,000
Housing Tech. Asst.	Fertile Housing Committee Fertile	City of Fertile wants to develop a housing committee to explore housing needs in community and surrounding communities to see if community can fill the housing needs. Awarded TA for housing survey for needs.	
Arts Development	Residency Grant Fertile	Funded Fertile/Beltrami School for a ceramic residency with Lisa McGrath for the 1999-2000 school year.	\$1,000
Arts Development	Arts Grant Fertile	Funded the Polk County Agricultural Fair for the sponsorship of the Plymouth Playhouse production of "How to Talk Minnesotan" on July 9, 1999.	\$2,500
Arts Development	Arts Grant Fertile	Funded Fertile Arts Council for the sponsorship of Prairie Fire Theater's production of "Tom Sawyer" from May 31-June 4, 1999.	\$750
McKnight Arts	Student Artist Grant Fertile	Funded Genesis Gast to learn stain glass techniques with Susan Mack from July 1999 - June 2000.	\$500



Aging Admin	LSS Senior Nutrition Program Fertile	Provided 3,645 Congregate meals to 92 persons in Fertile in 1998.	
Housing Tech. Asst.	Housing Technical Assistance Fosston	Complete a Community Revitalization Fund grant application and do a housing needs assessment. \$186,000 awarded. \$10,000 grant and \$176,000 low interest loan at 3%.	\$3,000
Economic Development	Housing Development Fosston	Work with Fosston development corporation on developing apartments at market rate for town.	
Enterprise Fund	Fosston Coop. Elevator Assoc. Fosston	Closed Disaster Relief Loan for \$75,000.	\$75,000
Enterprise Fund	Uncle Bob's Family Restaurant Fosston	Closed Standard Loan for \$25,000.	\$25,000
Arts Development	Arts Center Conference Fosston	Help plan a statewide conference for Arts Centers. Topics include staffing issues, security, access and sharing of resources.	
Arts Development	Residency Grant Fosston	Funded Fosston Elementary for a ceramic residency with Lisa McGrath in the 1999-2000 school year.	\$1,000
Arts Development	Residency Grant Fosston	Funded Fosston High School for a theater tech residency with Jim Rock in the 1999-2000 school year.	\$1,000
Arts Development	Arts Grant Fosston	Funded The People Connection for the sponsorship of Mixed Blood Theater on April 6, 1999.	\$950
Arts Development	Arts Grant Fosston	Funded Fosston Art Center for the production of "You're a Good Man Charlie Brown" in July 1999.	\$2,500
McKnight Arts	Individual Artist Grant Fosston	Funded Heather Sterry Sabian for the purchase of materials to create mixed media paintings that she can then photograph for her web site in order to try sell them.	\$710
Aging Admin	LSS Senior Nutrition Program Fosston	Provided 3,182 Congregate and Home Delivered Meals to 165 persons in Fosston in 1998.	
Aging PD&C	Block Nurse Program Fosston	Attended a steering committee of community representatives looking into the possibility of beginning a Living at Home/Block Nurse Program in Fosston.	
Aging Admin	LSS Senior Nutrition Program McIntosh	Provided 8,200 Congregate and Home Delivered Meals to 131 persons in McIntosh in 1998.	
Aging Admin	LSS Senior Nutrition Program Winger	Provided 2,616 Congregate and Home Delivered meals to 79 persons in Winger in 1998.	

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## ***Red Lake County***

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Economic Development	TA Red Lake County County	Developing a business plan for a bakery in Red Lake Falls. Met with city council to discuss use of the mall for the bakery. Construction of the bakery in mall has begun.	
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Enterprise Fund	Enterprise Fund Loans County	Five loans have been made to businesses in Red Lake County, totalling \$158,115. One of the loans is active.	\$158,115
Aging Admin	1999 Senior Companion Expansion County	Granted III-B funds to Tri-Valley Opportunity Council for expansion of the Senior Companion program into Red Lake County for 7/1/199 to 12/31/99.	\$2,000
SENIOR LINKAGE	I&A - Red Lake County County	Provided information and assistance to 69 calls in Red Lake County.	
Housing Tech. Asst.	Housing Technical Assistance Brooks	Complete a community housing needs assessment and work on lot development. Looking at lots inside Brooks to see if there are any infill lots that can be utilized.	\$3,000
Economic Development	Oklee Assisted Living Project Oklee	Working with city council to develop a housing survey that will also answer the level of interest in an assisted living facility and what people would have to have happen to move into the apartments.	
McKnight Arts	Student Artist Grant Oklee	Funded Charity Wicks to attend the Amalfi Coast Music Festival and the Badia di Cava Institute in Italy from June 26 - July 9, 1999.	\$500
Aging Admin	Oklee City Council Meeting Oklee	Attended a meeting of the Oklee City Council to discuss options for the operation of the Oklee Meal Site. The site is a catered site and will be converting to a volunteer site manager. Oklee has potential to show a gain at the end of 1999.	
Aging Admin	LSS Senior Nutrition Program Oklee	Provided 3,959 Congregate and Home Delivered meals to 130 persons in Oklee in 1998.	
OIP #1 - School Pa	OIP #1 School Partnership Plummer	CRF application was denied but application was sent to Greater MN Housing for consideration. Worked with school district to get land set aside to build these homes on. Project would utilize summer youth program and building trades program to build homes.	
Housing Tech. Asst.	School Home Construction Plummer	Work with school district on building home with building trades programs. Working with Mark Lee to come up with an application to the MN Housing Finance for a construction grant or loan to build low to moderate homes in the summer and next school year.	
Economic Development	Increase Building Trades Capacity Plummer	Work on developing a summer program to build homes for the community of Plummer. Spoke to Mark Lee about different grants that he could apply to for money to construct a building trades classroom and lab area to build houses indoors year round.	
Aging Admin	LSS Senior Nutrition Program Plummer	Provided 787 Congregate and Home Delivered meals to 15 persons in Plummer in 1998.	
OIP #2 - Modular H	OIP #2 RLF Modular Home Infill Red Lake Falls	The City of Red Lake Falls is applying for a CRF Grant to build manufactured homes on basements. The community was awarded a CRF and homes will be put into lots during the spring of 1999. \$90,500 awarded \$57,000 low interest loan,\$33,500 grant for gap financing.	
Housing Tech. Asst.	Housing Technical Assistance Red Lake Falls	Completed a Community Revitalization Grant application and an employee based housing survey. Develop a housing strategy based on survey results. CRF was awarded \$90,500.	\$3,000

Housing Tech. Asst.	Red Lake Falls Housing Projects Red Lake Falls	Red Lake Falls is looking at finding lots in town to build on and I shared with them a housing survey to evaluate their housing needs. Met with city council in an emergency meeting to discuss housing problems in Red Lake Falls. Came up with loan pool program.	
Economic Development	Technical Assistance Red Lake Falls	Work with Red Lake Falls on a employee survey to determine level of interest in different types of housing. Survey is currently being tabulated and a plan will be developed after this work is done.	
Economic Development	RLF Community Center Red Lake Falls	Assisted the community in planning the development of a multi function community events center. An agreement was reached to complete a renovation of the existing hockey arean which would do necessary upgrades and provide for non-hockey uses.	
Arts Development	Technical Assistance Red Lake Falls	Worked with the city on their public art project.	
Arts Development	Residency Grant Red Lake Falls	Funded Lafayette High School for a ceramic residency with Lisa McGrath in the 1999-2000 school year.	\$1,000
Arts Development	Residency Grant Red Lake Falls	Funded Hughes Elementary for a theater tech residency with Jim Rock in the 1999-2000 school year.	\$1,000
Arts Development	Arts Grant Red Lake Falls	Funded Red Lake Falls Public School for the sponsorship of musician Leo Lara residency from November 9-13, 1998.	\$1,000
Arts Development	Arts Grant Red Lake Falls	Funded Two Rivers Area Theater for the production of "Blithe Spirit" from March 4-7, 1999.	\$1,495
Arts Development	Arts Grant Red Lake Falls	Funded the Association of the French of the North for the sponsorship of a music workshop with Dean Bernier on August 27-28, 1999.	\$1,350
Arts Development	Arts Grant Red Lake Falls	Funded Red Lake Falls Public Schools for the sponsorship of four saxophone workshops and a performance from March 8-12, 1999.	\$1,000
McKnight Arts	Individual Artist Grant Red Lake Falls	Funded Robin Foster for training, travel, supplies and materials involved in learning and developing a filter press for ceramic clay processing.	\$750

## ***Roseau County***

Economic Development	Roseau County Townhomes County	Working with Roseau County Housing Committee to launch town home informational campaign. Housing survey of Roseau County is being compiled. Lots that the city owns are being considered for possible town home development.	
Economic Development	Downpayment Assistance Program County	Discussion with down payment program developed in Roseau County with other communities and counties interested in duplicating this program. Developing loan requirements, program guidelines and housing fair to promote program.	
Economic Development	Roseau County/SWCD GIS County	Assisted the county and the Soil and Water Conservation District start the process of setting up a geographical information system for use in natural resouce management.	



Economic Development	Lake Township Water System County	Assisted in a study group to examine the possibility of a sewer district to serve densely populated areas around Warroad. A facilities plan for an \$8.4 million dollar joint system to serve the township and to expand Warroads capacity was submitted to MPCA.	
Housing Tech. Asst.	Loan Pool for Down Payment Roseau	Working with city officials and local manufacturers to come up with loan pool for down payment assistance. NW MN Foundation will administer the loan pool. Cities have expressed territories for their funds to be used in. Loans are being made to people.	
Enterprise Fund	Enterprise Fund Loans County	Ten loans have been made to businesses in Roseau County, totalling \$467,264. Seven of the loans are active.	\$467,264
Aging Admin	1998 Healthy Lifestyles County	Granted Roseau County Home Health Care \$1,500 in III-F funds to provide health education and information to seniors. To date: 92 contacts were made to 87 seniors.	\$1,500
Aging Admin	1998 STS Chore Program County	Granted Roseau County STS Chore Program \$9,000 in III-B funds to provide heavy chore services for seniors. To date: Provided 1,930 hrs of service to 53 seniors.	\$9,000
Aging Admin	1998 County Housekeeping County	Granted Roseau County Housekeeping \$5,225 in III-D funds to provide housekeeping services to frail elderly. To date: Provided 1,227 hours of housekeeping to 34 seniors.	\$5,225
Aging Admin	1998 Senior Transportation County	Granted Roseau County Sr. Transportation \$8,790 in III-B to provide medical transportation services. To date: Provided 816 trips to 81 persons.	\$8,790
Aging Admin	1999 Healthy Lifestyles County	Granted Roseau County Home Health \$1,305 in III-F funds to provide Healthy Lifestyles workshops in Roseau county to seniors in 1999.	\$1,305
Aging Admin	1999 County STS Chore County	Contracted with Roseau County STS Program to provide heavy chore services to seniors in Roseau county for 1999.	\$7,500
Aging Admin	1999 Sr. Medical Travel County	Granted Roseau County Senior Medical Travel \$8,790 to provide transportation services to seniors in Roseau county for 1999.	\$8,790
SENIOR LINKAGE	I&A - Roseau County County	Provided information and assistance to 70 calls in Roseau County.	
OIP #4 - Multi Fam	Badger Condos Badger	Badger condos project. Working with Kyle Geroy to come up with condos between \$85,000-\$65,000 in Badger, and Townhomes in Roseau.	
Arts Development	Arts Grant Badger	Funded Badger Public School for a mural residency with Paulette Christianson on February 10, 17, 24, March 3, 10, 1999.	\$270
Arts Development	Arts Grant Badger	Funded Badger Public School for the sponsorship of a paper making residency with Kim Nelson from April 7, 8, 14, 1999.	\$400
Arts Development	Residency Grant Badger	Funded Badger School for a ceramic residency with Lisa McGrath in the 1999-2000 school year.	\$1,000
Arts Development	Arts Grant Badger	Funded Badger Public School for the sponsorship of a calligraphy residency with Sheila Winstead on April 28, 29, May 5, 1999.	\$270

Arts Development	Arts Grant Badger	Funded Badger Public School for the sponsorship of a embossing residency with Martina Johnson on January 12, 19, 26, 1999.	\$285
Aging Admin	LSS Sr. Nutrition Program Badger	Provided 1,849 Congregate and Home Delivered Meals to 40 persons in Badger in 1998.	
Housing Tech. Asst.	Housing Technical Assistance Greenbush	A technical assistance grant to review all buildable lots in Greenbush. A model mobil home park is being designed.	\$2,000
Housing Tech. Asst.	Lot Incentive Program Greenbush	Greenbush is looking into TIF district for economic development and housing development incentives. A local builder is considering building townhomes for rent in Greenbush. Worked with city and Ottertail Power on developing lot incentives.	
Enterprise Fund	DRB Fabrication Greenbush	Closed Standard Loan for \$50,000.	\$50,000
Arts Development	Residency Grant Greenbush	Funded Greenbush Middle River School for a Theater Tech residency with Jim Rock in the 1999-2000 school year.	\$1,000
Aging Admin	LSS Sr. Nutrition Program Greenbush	Provided 2,901 Congregate and Home Delivered Meals to 89 persons in Greenbush in 1998.	
OIP #4 - Multi Fam	Townhome Marketing Campaign Roseau	Develop a marketing network for townhomes in Roseau County for quicker turnover making them more affordable. The city was approached on contributing lots to the project they declined and project is dead.	
Housing Tech. Asst.	County Housing Partnership Roseau	Development of the Roseau County Loan Pool Guidelines. Meeting with Fannie Mae and Freddie Mac on their guidelines for secondary mortgages with bankers throughout the region. Getting final approval for loan documents.They approved loan documents.	
Housing Tech. Asst.	Townhomes in Roseau Roseau	Kyle Geroy is looking at lots owned by the city to put up townhomes with costs of \$65,000 per unit for Polaris and Marvin employees targeted. Wants results from employee survey before approaching the city on lots for building.	
Housing Tech. Asst.	Roseau Infill Project Roseau	Clearance of homes on 9th Street in Roseau are planned. This area is out of the flood plain which could be used for new starter homes could be put in their place. CRF is being sought. CRF grant was awarded and work will begin in spring of 1999.	
Economic Development	Snowmobile Museum/Supper Club Roseau	Working with Roseau's EDA to evaluate starting a museum and supper club in the old Land O'Lakes Creamery Building. Environmentalists have been done on the project according to the Roseau Mayor. NW MN Foundation is paying to the feasibility study.	
Enterprise Fund	Jenson's Seed, Iron and Metal Roseau	Closed Disaster Relief Loan for \$18,700.	\$18,700
Arts Development	TA Roseau	Worked with the Roseau Convention and Visitors Bureau on their public art project.	
Arts Development	Arts Grant Roseau	Funded Roseau Public School for the sponsorship of three folk artists for a residency from May 19-21, 1999.	\$1,280



Arts Development	Public Arts Grant Roseau	Funded the Roseau Convention and Visitors Bureau for the creation of a mural that will depicted the landscape and historical aspects of the city.	\$7,500
Arts Development	Arts Grant Roseau	Funded Roseau Friends of the Library for the sponsorship of a presentation by author Art Lee on May 24, 1999.	\$260
Aging Admin	County Focus Group Roseau	Gathered information about Senior's needs in Roseau County as part of the RCHH Focus Group Meeting for Public Health Plan.	
Aging Admin	LSS Sr. Nutrition Program Roseau	Provided 12,014 Congregate and Home Delivered Meals to 268 persons in Roseau in 1998.	
Housing Tech. Asst.	Housing Technical Assistance Warroad	Brought in a housing planner to assess community's needs and meet with community leaders to come up with housing development strategy.	\$1,000
Housing Tech. Asst.	Down Payment Program Warroad	Working with Warroad on developing a loan pool for downpayment and gap financing utilizing existing lots. Loan pool for county is county is \$525,000. \$300,000 grant from state's MNHFA for new new constructed homes.	
Arts Development	Arts Grant Warroad	Funded Warroad Summer Theater for the production of "7 Brides for 7 Brothers" from August 4-8, 11-15, 1999.	\$2,150
Arts Development	Arts Grant Warroad	Funded Warroad Summer Theater for the production of "Moon Over Buffalo" from March 25-28, 1999.	\$1,840
Aging Admin	LSS Sr. Nutrition Program Warroad	Provided 9,002 Congregate and Home Delivered Meals to 345 persons in Warroad in 1998.	

## ***Multiple County Projects***

### **Kittson, Marshall, Norman, Pennington, Polk, Red Lake, and Roseau Counties**

Aging Admin	1998 Senior Wellness Program	Granted Polk Co. Nursing Service \$6,057 in III-F funds to provide Senior Wellness information and education to seniors. To date: Provided 62 educational sessions and 110 individual screenings to seniors.	\$6,057
Aging Admin	1998 Senior Linkage I & A	Granted NW Area Agency on Aging \$10,000 in III-B funds to provide information and assistance to seniors on the Senior Linkage line. To date: Provided assistance to 851 callers. 1,401 contacts were made to provide additional information and assistance.	\$10,000
Aging Admin	1998 Medical Forms Assistance	Granted NW Area Agency on Aging \$4,100 in III-B funds to provide medical forms assistance. To date: Provided information/assistance to 218 persons through the Senior Linkage line. Volunteers provided help to 35 seniors.	\$4,100
Aging Admin	1998 Sr. Legal Services-Region 1	Granted Senior Legal Services \$32,300 in III-B funds to provide legal services and education in Region One. To date: Provided 887 legal hours to 202 seniors and 10 educational sessions.	\$26,000
SENIOR LINKAGE	Multi-County-Regional	Provided information and assistance to 53 calls that were Multi-county Regional in nature.	

SENIOR LINKAGE	I&A - Out of Region	Provided information and assistance to 75 calls that were Out Of Region. Many of these calls were from family members seeking information for a parent/s living in the region.	
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### **Kittson, Marshall, and Pennington Counties**

Aging Admin	1998 NWSTS Chore Program	Granted NW STS Chore Program \$20,000 in III-B funds to provide heavy chore services. To date: Provided 5,461 hrs of chore service to 477 persons.	\$20,000
Aging Admin	1999 NW STS Chore Program	Approved a Contract with NW Sentencing to Service Chore Program to provide chore services for elderly persons in Kittson, Marshall and Pennington counties for 1999.	\$17,000

### **Kittson, Marshall, and Roseau Counties**

Aging Admin	1999 Northwest Frail Elderly	Granted Northwest Community Action Agency \$6,600 to provide home repair services to frail elderly in 1999.	\$6,600
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### **Marshall and Pennington Counties**

Community Development	GIS Inventory	Complete a county-wide inventory of GIS resources for Marshall and Pennington Counties. Inventory is part of the NCLUCB Land Use Planning process.	
Northern Counties	Contract Management	Complete all administrative duties related to the grant from MN Planning to the Northern Counties Land Use Coordinating Board.	

### **Norman and Polk Counties**

Flood Recovery	Wild Rice 10 yr damages study	Helped NDSU with damage estimates over the last 10 years for the Wild Rice Watershed region. Not to include mitigation costs. Done.	
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### **Norman, Pennington, Polk, and Roseau Counties**

Aging Admin	1999 Valley Housekeeping	Approved contact with Valley Housekeeping program to provide housekeeping services to elderly persons in Norman, Pennington, Polk, Red Lake and Roseau Counties for 1999.	\$31,500
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### **Norman, Polk, and Red Lake Counties**

Aging Admin	1998 STS Chore Program	Granted Tri-County Corrections STS Chore Program \$15,402 in III-B funds to provide heavy chore services for seniors. To date: Provided 3,591 hrs of service to 152 seniors.	\$15,402
Aging Admin	1999 STS Chore Program	Approved a contract with Tri-County Corrections STS Chore Program to provide chore services for elderly persons in Norman, Polk and	\$14,927

### **Norman, Pennington, and Polk Counties**

Aging Admin	1998 Valley Housekeeping	Granted Valley Housekeeping \$28,500 in III-B funds to provide housekeeping services in Pennington, Polk and Norman counties. To date: Provided 6,511 hours to 154 persons by 86 housekeepers.	\$28,500
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