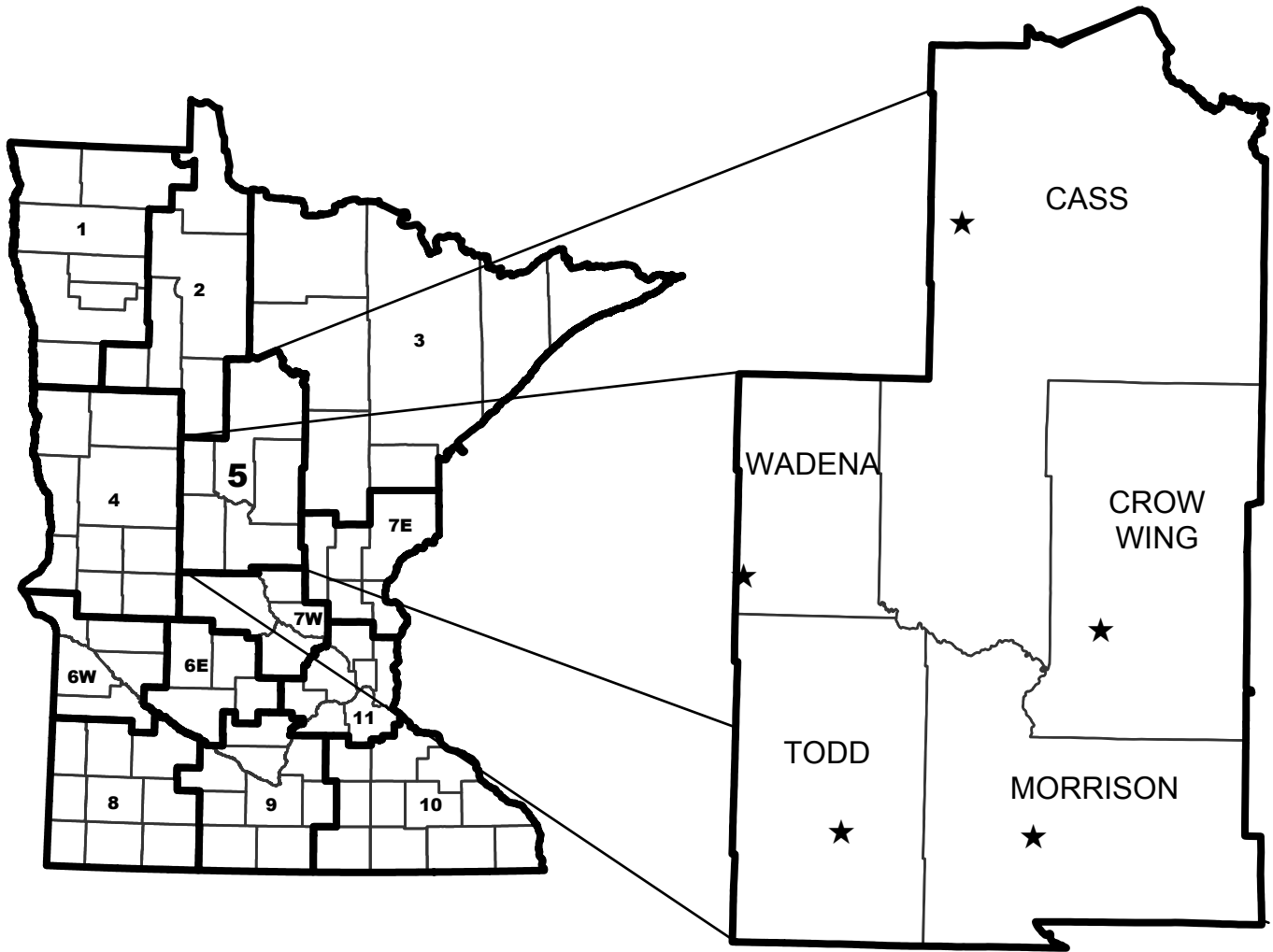


Region Five Development Commission

Annual Report
JULY 1, 2004 - JUNE 30, 2005



Serving Local Communities in Cass, Crow Wing, Morrison, Todd & Wadena Counties

Region Five Development Commission
611 Iowa Avenue Northeast
Staples, Minnesota 56479
218-894-3233

REGION 5 DEVELOPMENT COMMISSION

ANNUAL REPORT

JULY 1, 2004 - JUNE 30, 2005

**Prepared By: Region 5 Development Commission
611 Iowa Avenue
Staples, Minnesota 56479
218/894-3233**

TABLE OF CONTENTS

	<u>PAGE</u>
CHAIRPERSON'S LETTER	1
COMMISSION MEMBERSHIP	2
BOARD AND STAFF	3
ADVISORY COUNCILS/TASK FORCES	
Economic Development	4
Transportation Council	4
COORDINATION/INFORMATION	5
PROGRAMS FOR OLDER PERSONS	5
CULTURAL ACTIVITIES	8
COMMUNITY DEVELOPMENT	10
ECONOMIC DEVELOPMENT	10
PHYSICAL RESOURCES	11
TECHNICAL PLANNING	12
BUDGET SUMMARY REVENUES	13
BUDGET SUMMARY EXPENDITURES	14
AUDITOR'S LETTER	15

Chairperson's Report

July 1, 1998

Sincerely,

Robert Erdrich, Chairperson
Region 5 Development Commission

ARFY98.ADM/lv

COMMISSION MEMBERSHIP
(As of June 30, 1998)

CASS COUNTY REPRESENTATIVES

Jim Demgen, East Gull Lake
Ardean Brasgalla, Cass Lake
Fred Martin, Akeley

Board of Commissioners
Municipalities
Town Boards

CROW WING COUNTY REPRESENTATIVES

Paul Thiede, Pequot Lakes
Donna Good, Pequot Lakes
Sharon Thurlow, Pequot Lakes

Board of Commissioners
Municipalities
Town Boards

MORRISON COUNTY REPRESENTATIVES

Paul Nieman, Jr., Little Falls
Duane Johnson, Swanville
James Wielinski, Little Falls

Board of Commissioners
Municipalities
Town Boards

TODD COUNTY REPRESENTATIVES

Stan Sumey, Staples
Glenda Kotula, Staples
Alan Perish, Browerville

Board of Commissioners
Municipalities
Town Boards

WADENA COUNTY REPRESENTATIVES

Ralph Lorentz, Wadena
Barbara Halvorson, Menahga
William Kern, Verndale

Board of Commissioners
Municipalities
Town Boards

CITY OF BRAINERD REPRESENTATIVE

Gene Goedker, Brainerd

City of Brainerd

COUNCIL OF GOVERNMENTS

Robert Erdrich, Little Falls
Vacant, Cass Lake

Little Falls Area COG
Leech Lake Tribal Council

REGION 5 SCHOOL BOARDS

William Higgs, Wadena
Barbara Schmitt, Staples

School Board Representative
School Board Representative

SPECIAL INTEREST GROUPS

Ted Winkels, Verndale

Soil & Water Conservation
District

BOARD OF DIRECTORS
(As of June 30, 1998)

Bob Erdrich, Chairperson
Stan Sumey, Vice-Chairperson
Paul Theide, Secretary
Ted Winkels, Treasurer
Paul Nieman, Jr., Director
Jim Demgen, Director
Ralph Lorentz, Director

STAFF
(As of June 30, 1998)

ADMINISTRATION

Leyten Fontaine, Executive Director
Nancy Stevens, Controller/Executive Assistant
Lori Verlennich, Office Manager

AREA AGENCY ON AGING

Barbara Card, Director
Renee Frethem, Grants Manager

ARTS

Mark Turner, Five Wings Arts Coordinator

COMMUNITY DEVELOPMENT

Jason Murray, Economic Development Planner
Roger Germann, Technical Planner
Betty Ann Gumm, Community Development Planner

ADVISORY COUNCILS/TASK FORCES
(As of June 30, 1998)

ECONOMIC DEVELOPMENT TASK FORCE

Jim Demgen, East Gull Lake

REPRESENTING

Advisor

COUNTY

Region 5 DC

HEALTH CARE TASK FORCE

Mary Koep, Brainerd

Caren Winkels, Sebeka

Mel Euteneuer, Little Falls

Don Thiel, Staples

Donna Good, Pequot Lakes

Vacant

REPRESENTING

Consumer Rep.

Consumer Rep.

Consumer Rep.

Consumer Rep.

R5DC/Chairperson

Consumer Rep.

COUNTY

Crow Wing

Wadena

Morrison

Todd

Region 5

Cass

COUNCIL ON AGING

Barbara Halvorson, Menahga

Gloria Norman, Pine River

Nelda Nygard, Walker

Wayne Abell, Breezy Point

Carolyn Frisch, Brainerd

Betty Czech, Royalton

Marvin Swecker, Motley

Vonda Hedlund, Clarissa

Dorothy Berscheit, Grey Eagle

Rachel Schluttner, Verndale

William Larson, Wadena

Doris Jennison, Long Prairie

Mary May, Long Prairie

Steve Reger, Little Falls

Lenny Wheeler, Brainerd

REPRESENTING

Chairperson

Seniors

Seniors

Seniors

Seniors

Seniors

Seniors

Seniors

Seniors

Seniors

Seniors

Public Health

Public Health-Alternate

Social Services

Nutrition

COUNTY

Region 5 DC

Cass County

Cass County

Crow Wing County

Crow Wing County

Morrison County

Morrison County

Todd County

Todd County

Wadena County

Wadena County

Region 5

Region 5

Region 5

Region 5

FIVE WINGS ARTS COUNCIL

William Higgs, Wadena

Sheila Hunter, Hackensack

Sara Hanlon, Brainerd

Christine Nick, Pequot Lakes

Patrick Spradlin, Brainerd

Janice Bradshaw, Brainerd

Donna Jarvis, Cushing

DeAnna Gehant, Little Falls

Donn Harris, Eagle Bend

David Bengtson, Long Prairie

Vickie Paurus, Sebeka

Gail Levenson, Wadena

REPRESENTING

Chairperson

Music

Visual Arts

Music

Theatre

Music/Literary

Visual Arts

Visual Arts

Music

Literary Arts

Music/Drama

Visual Arts

COUNTY

Region 5 DC

Cass County

Cass County

Crow Wing County

Crow Wing County

Crow Wing County

Morrison County

Morrison County

Todd County

Todd County

Wadena County

Wadena County

TRANSPORTATION COUNCIL**REPRESENTING****COUNTY**

Paul Nieman Jr. , Little Falls	Chairperson	Region 5 DC
Dave Enblom, Walker	Co. Hwy. Engineer	Cass County
Duane Blanck, Brainerd	Co. Hwy. Engineer	Crow Wing County
Jeff Hulsether, Brainerd	Brainerd Engineer	Crow Wing County
Steve Backowski, Little Falls	Co. Hwy. Engineer	Morrison County
Jerry Lochner, Little Falls	City Services Mgr.	Morrison County
Duane Lorsung, Long Prairie	Co. Hwy. Engineer	Todd County
Russell Larson, Wadena	Co. Highway Engineer	Wadena County
Steve Voss, Brainerd	Transportation	MN/DOT
Vacant	Airports	Region 5
Howard Warnberg, Little Falls	Railroads	Region 5
Gene Young, Little Falls	Townships	Region 5
Jan Roers, Wadena	Transit	Region 5
Paul Thiede, Ex Officio, Pequot Lakes	ATP Rep.	Region 5

COORDINATION

REGION 5 LEGISLATIVE MEETINGS: The Counties of Cass, Crow Wing, Morrison, Todd and Wadena have enlisted the services of Region 5 to coordinate meetings between the five county boards and the area legislators on a regular basis. The purpose of the meetings is to share information and provide input on Region-wide concerns. These services include meeting notices, minutes and forwarding of resolutions and other concerns to state agencies and the legislature.

INFORMATIONAL SERVICES

The Region 5 Development Commission is a Regional Information Center for many types of information including but not limited to management and administration, community development, economic development, transportation, health issues, programs for older persons, cultural activities and census data.

The information is available through various methods including a library, a computer modem linking Region 5 with state data banks, referrals and two newsletters published and distributed by Region 5.

PROGRAMS FOR OLDER PERSONS

The Minnesota Board on Aging has designated the Region 5 Development Commission as the official Area Agency on Aging for Cass, Crow Wing, Morrison, Todd and Wadena Counties. Three primary roles for the Area Agency on Aging are linking people to information; building community; and promoting prudent stewardship. The main strategy for linking people to information is the Senior Linkage Line. The Area Agency on Aging provides this service directly and is working with the Minnesota Board on Aging to establish statewide standards of practice in the delivery of information and assistance.

To guide its activities, the Region 5 Area Agency on Aging has prepared an Area Plan for 1997-1999. Based on the priorities established in this Plan, Table 1 shows the services which are projected for 1998.

TABLE 1 - SERVICES PROJECTED FOR 1998

	<u>Number of Units</u>	<u>Number of Unduplicated Participants</u>
Congregate Meals	184,000 meals	1,355
Home Delivered Meals	<u>121,000</u> meals	<u>443</u>
	305,000	1,798
Advocacy	960 hours	900
Homemaking	10,629 hours	172
Transportation	2,160 one-way trips	90
Information & Assistance	598 contacts	398
Education/training	<u>2,000</u> contacts	<u>2000</u>
TOTAL	16,341	3560
Legal Assistance/Ed	1,414 hours	238
Frail Elderly	990 contacts	7
Health Promotion	761 hours/sessions	1653

The activities of the Region 5 Area Agency on Aging are guided by a fifteen member Council on Aging. The Council on Aging is comprised of representatives for older persons and service providers. They develop policies and priorities, recommend action on contract grant applications and conduct the Annual Conference on Aging.

The Region 5 Development Commission takes final action on major policy decisions, budget approvals, and grant awards. The total project costs for the contract grants awarded by the Region 5 Development Commission annually amount to approximately \$1.6 million. Table 2 identifies the type of funds used to finance a wide array of services:

**TABLE 2
FUNDS DISTRIBUTED IN 1998**

SERVICE	<u>FEDERAL FUNDS</u>	<u>STATE FUNDS</u>	<u>COUNTY FUNDS/ IN-KIND</u>	<u>PRIVATE FUNDS/ IN-KIND</u>
Congregate Meals	243,904	100,811	0	348,230
Home Delivered Meals	<u>238,535</u>	<u>31,608</u>	<u>0</u>	<u>225,211</u>
Sub-Total	482,439	132,419	0	573,441
Homemaking	82,815		82,815	24,116
Transportation	2,000		2,000	335
Information & Assistance	31,375		29,825	1,500
Education/Training	5,000		5,000	
Senior Center Renovation	7,200			2,422
Legal Cases/Ed	<u>24,000</u>			<u>24,250</u>
Sub-Total	152,390		119,690	52,623
Frail Elderly	5,667			5,667
Health Promotion	<u>13,810</u>	_____	<u>13,810</u>	_____
TOTAL	654,306	132,419	133,500	631,731

Several important projects and activities were either initiated or completed throughout the year. The 16h Annual Conference entitled "Add Days To Your Life and Life To Yours Days" was held with approximately 200 persons in attendance.

Workshops topics included: Questions your Children Should Be Asking You; Recreation for all ages; Social Security... The Future; The wonderful world of Soy; and Vegetable Gardens for Seniors. Entertainment was provided by the Crow Wing County Cloggers. The AAA disseminated volumes of information on services, insurance, Medicare, Social Security, the Senior Linkage Line, etc. There were nearly 276 contacts on the Senior Linkage Line in 1997.

In 1997, the AAA contracted for Title III B, D, & F and nutrition services rather than granting with the good of assuring ongoing competition, high quality, and cost effective services to our consumers.

Quarterly, the Region 5 Area Agency on Aging draws together the presidents of the County Councils on Aging, County Coordinators on Aging and other appropriate providers. The purpose of these meetings is to share information, coordinate our activities and form another necessary link between the Area Agency on Aging and the individual counties.

COMMUNITY DEVELOPMENT

Region 5 provides technical assistance in the areas of land use planning, housing, grant writing including the preparation of small cities development block grants.

There has been an increased interest in comprehensive planning. Comprehensive plans for Sibley, Lake Edward Townships, Eagle Bend, and Wadena County are in progress. Community surveys were completed on behalf of Sibley and Sylvan Township.

Region 5 completed a housing study for the city of Pequot Lakes. This housing study includes a household survey and employer survey.

Region 5 is exploring the feasibility of a downpayment assistance program for low-income home buyers.

ECONOMIC DEVELOPMENT

The North Central Economic Development Administration, Inc., administrator of the Region 5 Business Loan Fund, approved eighteen (18) loans totaling \$478,650 for local business development.

Businesses, individuals, development corporations, and local units of government in Region 5 were assisted to structure financial packaging and development strategies to foster business start-up and expansion activity.

The Annual Update on the Overall Economic Development Plan (OEDP) has been completed for the September 30, deadline.

Staff presented information on the Region 5 Business Loan Fund and the Region 5 Economic Development Program to several economic development organizations and local units of government.

Staff facilitated several Network 5 meetings. Network 5 is a group of economic development practitioners that provide services in Region 5.

Staff is exploring options to recapitalize the Revolving Loan Fund.

Staff assisted with applications for funding assistance through the Economic Development Administration (EDA) for two community projects. The projects total over \$600,000.

PHYSICAL RESOURCES

Several activities took place during FY 1997 regarding the Transportation Planning Work Program.

The Region 5 Transportation Council continued to monitor regional transportation issues and provide recommendations to the Commission. The Region 5 Transportation Council

developed a Regional Transportation Improvement Program(FY 2000) as part of the Area Transportation Partnership process.

Region 5 is continuing to work on a regional tourism map to be combined with the development of a Scenic Byways Study. Potential scenic routes will be identified and included on the tourism map.

Region 5 continued to monitor Section 5310 transit vehicles. Region 5 completed onsite visits to all Region 5 grantees. A final report for CY97 was submitted to Mn/DOT Office of Transit. Region 5 continued to provide technical assistance in the area of transit planning. As a result of the monitoring program, Morrison and Cass Counties are exploring the coordination of Section 5310 vehicles for public transportation. Region 5 continues to facilitate transportation provider meetings.

Region 5 continued to work with the Region 5 County Solid Waste Officers on the Waste Reduction Project funded by USDA, Rural Utilities Service. Workshops for schools, auto repair businesses and general businesses were conducted and distributed to the counties to the counties to use in their educational efforts. Mobile educational displays were also completed for each county.

Census information provides to businesses, local units of government, organizations and individuals as part of Region 5's responsibilities as a Census Data Affiliate. Region 5 provides information through DATANET, internet & text materials as an ongoing activity.

Region 5 provides information to local units of government on funding for tree planting projects. Region 5 assisted in the review of DNR grant applications for funding tree plantings.

In addition, information was provided on wetlands regulations, solid waste management and water quality.

TECHNICAL PLANNING

Planning in the areas of transportation and land use, with transportation planning coordinated through the Transportation Council with an emphasis on township transportation issues, and with Land Use planning geared to technical planning and Community Surveys.

The Township Road Recording Program assists townships in the proper recording of town road easements. A spin-off benefit to townships is the development of improved methods of governing based on Township Association guidelines. Specific projects are completed on a contract basis.

Planning and Zoning Map projects have been completed as requested. Interest in planning and zoning at the township level has created interest in calls for information and advice regarding technical processes used for decision-making on zoning needs.

Our program efforts toward townships are enhanced by the ongoing working relationship

with the Minnesota Association of Townships. Staff continues to offer consultation to other Regional Development Commissions regarding township issues and state-wide township programs. In addition, Region 5 staff is coordinating with the Association in developing useful guideline materials as needed for township management.

Staff anticipates holding workshops dealing with Transportation Management. Township Level Planning and Zoning Issues research is being carried out. In view of the State-sponsored "Sustainable Development" basis for partnership for comprehensive planning, the relationship and potential for county-township-city partnership based on "community" are being monitored to determine applicability to Region 5 local government.

ARFY98.ADM/lv