

# Annual Report 2020

30 Years Building  
Communities Together

**SUPPORTING YOUR SMALL  
BUSINESS DURING COVID-19**



**Todd County**  
Development Corporation

# To the Communities and Businesses of Todd County



## 30 years Building Communities Together

The 2020 COVID-19 pandemic understandably changed the way we carried out our daily lives in Todd County and throughout our nation. All of us faced many challenges and found new opportunities in our lives. We launched our year at Todd County Development Corporation with aspirations of celebrating 30 years of economic and community development at our Annual Dinner on April 6th. In early March, the COVID-19 pandemic changed everything from elimination of social gatherings, how and where we performed our work and lived everyday life.

Todd County Development Corporation recognized changes needed to be made in the way services were delivered in 2020. In person contact changed to communication through electronic devices. Small Business Development Center clients were served by telephone, email and sometimes adding ZOOM in the mix. Businesses seeking state and federal disaster relief were provided technical services to help with online applications.

Todd County Development Corporation provided coordination and processing of more than \$1.3 million dollars of Federal CARES Act county grants to qualified businesses and non-profits who were affected by the Covid-19 pandemic and state closures. During this time, we continued to provide our long-established economic development services to our communities and businesses.

Our thanks go out to everyone who helped our communities get through the COVID-19 pandemic and assisted us to grow and improve the services we offer in critical situations. Together, we carry on our mission to promote and sustain diverse economic and community development through education, training and technical assistance that improves the quality of life for the citizens of Todd County.

On behalf of our TCDC Chair, Board of Directors, Todd County Commissioner Representatives, RLF Committee and Executive Director, we would like to thank you for your support, leadership and guidance.

With warm regards,

A handwritten signature in black ink, appearing to read "Jim Lunemann".

Jim Lunemann, Board Chairman

A handwritten signature in black ink, appearing to read "Rick Utech".

Rick Utech, Executive Director

### Mission

To sustain and promote diverse economic and community development through education, training and technical assistance that improves the quality of life in Todd County.

### Values

To work with honesty, integrity, open and regular communication, respect differences, expect accountability, monitor results, learn from mistakes, maintain confidentiality, speak with one positive voice, expect full board participation and think regionally.

### Vision

Todd County will enjoy a vibrant business environment, experiencing sustained growth in broad-band technology, technology based business, employment above state averages with quality jobs available for all ages in the work force while fostering a high quality of life.

# Todd County Development Corporation 2019 Annual Report

## COVID-19

### Todd County Cares Act Grant program

2020 was dedicated to providing COVID-19 pandemic relief services in Todd County. The Federal CARES Act provided Todd County nearly \$3,000,000 in for COVID relief assistance, including dollars allocated to cities and townships. A large portion of the county dollars were dedicated to assisting business and non-profits who were affected by the pandemic closures. The Todd County CARES Act Grant program was created by the county and coordinated through Todd County Development Corporation to assist businesses and non-profits affected by the pandemic.

By the end of November 2020, the Todd County CARES Act Grant Relief program provided \$1,309,430 of pandemic relief to 169 businesses and non-profits county -wide.

Todd County Development Corporation (TCDC) provided 362.5 hours working to process the relief grants and provided coordination for the Grant Review Team. The Grant Review Team dedicated time to review applications and recommend successful applicants to the Todd County Board for approval. Once approved, TCDC processed vouchers for grant payment for successful applicants.

Throughout the grant process, the Todd County Coordinator and Auditor/Treasurers office dedicated numerous overtime hours facilitating grants, ensuring accuracy and providing prompt grant payments to successful applicants. In addition, economic development directors in the cities of Staples and Long Prairie provided much needed outreach to applicants, distributing applications and providing information for grant applicants.

## Other COVID -19 Assistance

Earlier in 2020, Todd County Development Corporation (TCDC) provided information to businesses on SBA programs which included the Economic Injury Disaster Loan (EIDL) and Paycheck Protection Program (PPP). Applications were submitted directly through the Small Business Administration (SBA) website for the EIDL program and PPP through lenders. Agricultural producers who were adversely affected became eligible for these programs.

The Minnesota Department of Employment and Economic Development (MNDEED) delivered the "Small Business Emergency Loan program" providing 1% loans to qualified business. In Todd County, this program was administered through the Initiative Foundation, NCEDA, Entrepreneur Fund and Latino Economic Development Corporation. MNDEED later provided \$10,000 in Small Business Relief grants to qualified businesses that demonstrated financial hardship as a result of the COVID-19 outbreak. A total of \$60.3 million in grant awards were provided through a computer-generated, randomized selection process. Preference was given to businesses owned by minorities, women and veterans.

The Staples EDA and Staples-Motley Community foundation provided financial assistance for businesses and non-profits in the greater Staples area. TCDC Small Business Development Center (SBDC) Outreach Office provided 122 hours of business technical assistance in 2020 to assist new start-up and existing business. This assistance was provided by phone or email due personal contact restrictions.

TCDC's economic development partners, the West Central Alliance in Wadena County, Staples EDA, City of Wadena and Chambers of Commerce in Long Prairie and Staples developed a partnership to create the "Todd Wadena Business Retention & Recovery

## Key Performance Indicators

MEASURES	2020	2020 Annual Target
Report to County Board	1	1
Grants written/assisted & dollar amount	2 / \$27,600	2 grants
Jobs Created/ Retained (FT)	49	25 created/ret.
Facilitated Community/Business projects	3	2 Facilitated
Partner Sponsorship dollars received	\$19,200	\$21,000
Small Business Development Center/Non-SBDC hrs.	122 / 362.5	100 / 100 hours
Business Retention and Expansion visits	20	20 Business R&E visits
Project Dollars through TCDC assistance	\$6,009,779	\$300,000
CARES Act Grants verified for payment/dollar amount	169 / \$1,309,430	N/A

Outreach Team". ZOOM meetings, which included other community stakeholders, took place to build a collaboration to share ideas and support one another. TCDC gives a special thanks to Katie Heppner of the Economic Alliance for being the point person on developing the partnership, hosting ZOOM meetings and leading the development of a "Business Resource Guide".

Throughout the county, region and state, a number of resource webinars and assistance information began to emerge to help inform and provide guidance for TCDC and other organizations.

## 2nd Avenue Apartments

On September 19th, a groundbreaking ceremony was held for the \$5,607,779 Second Avenue Apartment complex in Long Prairie. TCDC facilitated a partnership between developer D. W. Jones and Long Prairie Packing Company/American Food Group. The 2nd Avenue Apartment development is the first Minnesota multifamily housing development where a business became a financier and partner in a housing development the project.

Early in the process, D. W. Jones was approached by TCDC to discuss the need for workforce housing in Long Prairie. Early projections did not make the project viable without outside financial assistance. TCDC approached Long Prairie Packing Company, Todd County's largest employer on possible assistance. Soon after, a partnership was developed between D. W. Jones and Long Prairie Packing Company/American Food Group, to develop the 37-unit apartment complex. The project, nearly three (3) years in the making, will include 2 studio, 18 one bedroom, 14 two-bedroom and 3 three-bedroom units. One two-bedroom unit will be handicapped accessible being fully equipped for physically disabled persons. Water, sewer, garbage and heat are included in the cost of rent. Additionally, 18 heated garage stalls will be available for an additional monthly cost.

Todd County Development Corporation sincerely appreciates D.W. Jones, the Rosen Family/Long Prairie Packing Company, Minnesota Housing Finance, City of Long Prairie, Todd County Board of Commissioners, Long Prairie-Grey Eagle School District and may others who helped make this project a reality.

## TCSDC Website & Re-design

Over five years ago, Todd County Development Corporation (TCDC) re-directed their marketing energy toward a digital platform. TCDC recognized the impact a growing digital audience and began working with the Golden Shovel Agency (GSA). GSA provided the expertise to help develop an up-to-date and informational website. Demographic, site selection, business resources and news information became key elements and kept up-to-date through Golden Shovel's gatekeeper services and monthly meetings.

Last October, TCDC's website was due for a re-design as part of our ongoing contract with the Golden Shovel Agency. Due to the priority of CARES Act and State grant programs, the redesign was moved to the spring of 2021. The delay will allow completion of current grant responsibilities and the ability to focus on an improved TCDC website and new logo in 2021.

## Completed and Ongoing 2020 Projects

- » Completed USDA-Rural Development Rural Business Development Grant for "Business Succession" support to businesses.
- » Completed TCDC Small Business Development Center (SBDC) certification through the MN Department of Employment and Economic Development and Small Business Administration (SBA).
- » Completed Five years with Golden Shovel serving as our Website gatekeeper.
- » Completed 2020 Todd County CARES Act Grant program providing more than \$1.3 million in grant dollars to businesses and non-profits.
- » Completed financing assistance on new construction of the \$5,607,779 Second Avenue Apartment complex in Long Prairie. The complex is scheduled to open in June, 2021.

# Thank you to our partners!

## 2020 PARTNER SPONSORS

### Sustaining Partner Sponsor

Todd County

### Platinum Partner Sponsor

Todd-Wadena Electric Cooperative

### Diamond Partner Sponsors

Long Prairie Economic Development Authority

Minnesota Power

### Gold Partner Sponsors

Central Bi-Products/Farmers Union Industries

Lakewood Health System

Long Prairie Packing/American Food Group

Staples Economic Development Authority

### Silver Partner Sponsors

Minnesota National Bank

### Bronze Partner Sponsors

American Heritage Bank

Central Minnesota Credit Union

### In-Kind Partner Sponsors

City of Browerville

City of Long Prairie

City of Staples

Todd County

Long Prairie Area Chamber of Commerce

## Regional/State/Federal Economic and Community Development Partners



Rick Utech, Executive Director | [rick.utech@co.todd.mn.us](mailto:rick.utech@co.todd.mn.us) | [toddcountydevelopment.org](http://toddcountydevelopment.org)

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Todd County Development Corporation is a 501(c)(3) non-profit and an equal opportunity provider and employer.