U.S. House of Representatives
# COMMITTEE ON ETHICS

## Employee Post-Travel Disclosure Form

☑ *Original* ☐ *Amendment*

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and *file it with the Clerk of the House, B-81 Cannon House Office Building*, within 15 days after travel is completed.** Please ***do not*** file this form with the Committee on Ethics.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

1. Name of Traveler: Stephen Reynolds

2. a. Name of Accompanying Relative: _____ *OR* None ☑
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____

3. a. **Dates:** Departure: 9/1/2020 Return: 9/3/2020
   b. Dates at Personal Expense, if any: _____ *OR* None ☑

4. Departure City: Washington, DC Destination: Fargo, ND Return City: Washington, DC

5. Sponsor(s), Who Paid for the Trip: Red River Valley Sugarbeet Education Foundation

6. Describe Meetings and Events Attended: *See attached agenda for meetings and events. There was rain and some fields were too wet to harvest, so we had to alter farm locations from original agenda.

7. Attached to this form are ***each*** of the following, *signify that each item is attached by checking the corresponding box:*
   a. ☑ a completed *Sponsor Post-Travel Disclosure Form*;
   b. ☑ the *Primary Trip Sponsor Form* completed by the trip sponsor ***prior*** to the trip, ***including all*** attachments ***and*** the *Grantmaking* or *Non-Grantmaking Sponsor Forms*;
   c. ☑ page 2 of the completed *Traveler Form* submitted by the employee; ***and***
   d. ☑ the letter from the Committee on Ethics approving my participation on this trip.

8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda.
   ***Signify statement is true by checking the box:*** ☑
   b. If not, explain: _____

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
2020 SEP 17 AM 10:25
LEGISLATIVE RESOURCE CENTER

**I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.**

**Signature of Traveler:** [signature] **Date:** 9/16/2020

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

**Name of Supervising Member:** _____ **Date:** 9/16/2020

**Signature of Supervising Member:** [signature]

Version date 12/2018 by Committee on Ethics

U.S. House of Representatives
# COMMITTEE ON ETHICS

## Sponsor Post-Travel Disclosure Form

☑ Original ☐ Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip *within ten days of their return.* You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) who paid for the trip: Red River Valley Sugarbeet Education Foundation
2. Travel Destination(s): Fargo, ND
3. Date of Departure: 9/1/2020 Date of Return: 9/3/2020
4. Name(s) of Traveler(s): Stephen Reynolds
   *Note:* You may list more than one traveler on a form only if ***all*** information is ***identical*** for each person listed.
5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

| | Total **Transportation** Expenses | Total **Lodging** Expenses | Total **Meal** Expenses | Total **Other** Expenses (dollar amount per item and description |
|---|---|---|---|---|
| Traveler | Airfare: 487.20 | 2 nights: $192 + tax | $80.49 | $24.39: Meals at airport<br>$84.38: Meeting room & bus transportation at event |
| Accompanying Family Member | | | | |

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. *Signify statement is true by checking box:* ☑

**I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.**

Signature: Harrison R. Weber Date: 9/10/20

Name: Harrison Weber Title: Secretary

Organization: Red River Valley SUgarbeet Education Foundation

*I am an officer of the above-named organization. Signify statement is true by checking box:* ☑

Address: 1401 32nd Street SW Fargo, ND 58103

Telephone: 701-239-4151 Email: hweber@rrvsga.com

*Committee staff may contact the above-named individual if additional information is required.*

**If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.**

Version date 12/2018 by Committee on Ethics

U.S. House of Representatives
COMMITTEE ON ETHICS

# Primary Trip Sponsor Form

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* at least 30 days before the start date of the trip. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip: Red River Valley Sugarbeet Education Foundation

2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box:* ☑

3. *Check only one.* I represent that:
   a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: ☐ OR
   b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: ☐ OR
   c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities. ☑
   If "c" is checked, list the names of the additional sponsors: Red River Valley Sugarbeet Growers Association

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary): Each individual was invited to learn about sugarbeet farming, harvesting, storage, processing and related science. *See attachment*

5. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☑ No

6. Date of Departure: 9/1/2020 Date of Return: 9/3/2020

7. a. City of departure: Washington, DC
   b. Destination(s): Fargo, ND
   c. City of return: Washington, DC

8. *Check only one.* I represent that:
   a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ OR
   b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: ☑ OR
   c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐

9. *Check only one of the following*:
   a. I checked 8(a) or (b) above: ☑
   b. I checked 8(c) above but am not offering any lodging: ☐
   c. I checked 8(c) above and am offering lodging and meals for one night: ☐ OR
   d. I checked 8(c) above and am offering lodging and meals for two nights: ☐ If you checked this box, explain why the second night of lodging is warranted:

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# COMMITTEE ON ETHICS

10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box:* ☑

11. *Check only one of the following*:
    a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box:* ☑ OR
    b. *Not Applicable*. Trip sponsor is a U.S. institution of higher education: ☐

12. For ***each*** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip ***and*** its role in organizing and/or conducting the trip:
    The Red River Valley Sugarbeet Education Foundation organizes the activities for this event. We teach aspects of sugarbeet farming, harvesting, storage, processing & related science. The Red River Valley Sugarbeet Growers Association assits in planning & conducting the tours.

13. *Answer parts a and b.* ***Answer part c if neccessary***:
    a. Mode of travel: Air ☐ Rail ☐ Bus ☑ Car ☐ Other ☐ (specify: _____)
    b. Class of travel: Coach ☑ Business ☐ First ☐ Charter ☐ Other ☐ (specify: _____)
    c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:

14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking box:* ☑

15. *Check only one.* I represent that either:
    a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ OR
    b. The trip involves events that are arranged specifically *with regard* to congressional participation: ☑
    If "b" is checked:
    1) Detail the cost *per day* of meals (approximate cost may be provided): $50 per day. $13 breakfast, $14 lunch and $23 supper.
    2) Provide the reason for selecting the location of the event or trip: The Tour is located in the Red River Valley because this area is the primary and largest growing region in the U.S. for sugarbeets.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
    Hotel Name: Radison City: Fargo Cost Per Night: $96 + tax
    Reason(s) for Selecting: Location / convenience / meeting rooms for meals and meetings.
    Hotel Name: _____ City: _____ Cost Per Night: _____
    Reason(s) for Selecting: _____
    Hotel Name: _____ City: _____ Cost Per Night: _____
    Reason(s) for Selecting: _____

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking box:* ☑

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# COMMITTEE ON ETHICS

18. **Total Expenses for each Participant:**

| ☐ Actual Amounts<br>☑ Good Faith Estimates | Total **Transportation** Expenses per Participant | Total **Lodging** Expenses per Participant | Total **Meal** Expenses per Participant |
|---|---|---|---|
| For each Member, Officer, or Employee | $487.20 | $192 + tax | $73 + tax |
| For each Accompanying Family Member | | | |

| | **Other** Expenses (dollar amount per item) | Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.) |
|---|---|---|
| For each Member, Officer, or Employee | $23 / $50 | Meeting room / local bus transportaion |
| For each Accompanying Family Member | | |

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001

19. *Check only one:*
    a. I certify that I am an officer of the organization listed below: ☑ OR
    b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education. ☐
20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. ☑
21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: _____ Date: 8/10/2020

Name: Chad Leach

Title: President

Organization: Red River Valley Sugarbeet Education Foundation, Inc.

Address: 1401 32nd Street SW Fargo, ND 58103

Telephone: 701-239-4151

Email: leachfamily@loretel.net

If there are any questions regarding this form, please contact the Committee at the following address:


**Committee on Ethics**
**U.S. House of Representatives**
**1015 Longworth House Office Building, Washington, D.C. 20515**
**Phone: 202-225-7103 General Fax: 202-225-7392**

U.S. House of Representatives
# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Stephen Reynolds

2. Sponsor(s) who will be paying for the trip: Red River Valley Sugarbeet Education Foundation

3. City and State **OR** Foreign Country of Travel: Fargo, ND

4. a. Date of Departure: 9/1/20 Date of Return: 9/3/20

   b. Will you be extending the trip at your personal expense? ☐ Yes ☒ No

   If yes, list dates at personal expense: _____

5. a. Will you be accompanied by a family member at the sponsor's expense? ☐ Yes ☒ No **If yes:**

   (1) Name of Accompanying Family Member: _____

   (2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____

   (3) Accompanying Family Member is at least 18 years of age: ☐ Yes ☐ No

6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)? ☐ Yes ☒ No

   b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: ☒ Yes ☐ No

   NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**

   As the Congressman's Agriculture staffer, it is important for me to understand the various commodities as we begin work on the House Agriculture Committee.

9. **Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? ☐ Yes ☒ No**

10. For staff travelers, to be completed by your employing Member:

## ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member _____ Date 9/17/20

U.S. House of Representatives
# COMMITTEE ON ETHICS

## Non-Grantmaking Trip Sponsor Form

This form should be completed by a private individual or entity that provides funds, services, or in-kind donations to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. A Non-Grantmaking Sponsor that has a direct involvement in planning, organizing, conducting, or participating in the trip must complete this form. **Provide a copy of your completed form to the primary sponsor of the trip.**

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Name of your organization: Red River Valley Sugarbeet Growers Association
2. Name of Primary Trip Sponsor: Red River Valley Sugarbeet Education Foundation, Inc.
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): Fargo, North Dakota on date: 9.2.2020 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. ☐ Yes ☑ No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. ☑ Yes ☐ No
5. *Check only one:*
   a. ☑ My organization does not employ or retain a registered federal lobbyist or foreign agent OR
   b. ☐ My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. ☑
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Neil Rockstad Date: 8/10/2020

Name: Neil Rockstad Title: President

Organization: Red River Valley Sugarbeet Growers Association

Address: 1401 32nd Street SW - Fargo, North Dakota 58103

Telephone: 701.239.4151 Email: neilrockstad@gmail.com

If there are any questions regarding this form, please contact the Committee at the following address:


**Committee on Ethics**
**U.S. House of Representatives**
**1015 Longworth House Office Building, Washington, D.C. 20515**
**Phone: 202-225-7103 General Fax: 202-225-7392**


Version date 12/2018 by Committee on Ethics

Theodore E. Deutch, Florida
*Chairman*
Kenny Marchant, Texas
*Ranking Member*

Grace Meng, New York
Susan Wild, Pennsylvania
Dean Phillips, Minnesota
Anthony Brown, Maryland

George Holding, North Carolina
Jackie Walorski, Indiana
Michael Guest, Mississippi

ONE HUNDRED SIXTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust
*Staff Director and Chief Counsel*

David W. Arrojo
*Counsel to the Chairman*

Christopher A. Donesa
*Counsel to the Ranking Member*

1015 Longworth House Office Building
Washington, D.C. 20515–6328
Telephone: (202) 225–7103
Facsimile: (202) 225–7392

August 31, 2020

Mr. Stephen Reynolds
Office of the Honorable Troy Balderson
1221 Longworth House Office Building
Washington, DC 20515

Dear Mr. Reynolds:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Fargo, North Dakota, scheduled for September 1 to 3, 2020, sponsored by Red River Valley Sugarbeet Education Foundation and Red River Valley Sugarbeet Growers Association.

This approval represents the Committee's determination that the proposed trip complies with relevant House rules, federal laws, and Travel Regulations promulgated by the Committee. You should engage in your own assessment of the risks and implications of engaging in travel during the current COVID-19 pandemic.[1]

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to

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[1] The Committee expects you to abide by all locally-relevant rules and orders related to the pandemic. Please review all of the resources below, and any state and local restrictions in your area, before traveling. Please be aware that guidance from these entities may have been updated since this letter's issuance.

- Centers for Disease Control and Prevention guidelines: https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html
- U.S. House of Representatives, Office of the Attending Physician: https://attendingphysician.house.gov/
- Government of the District of Columbia Mayor's Order 2020-081: https://coronavirus.dc.gov/page/mayor%E2%80%99s-order-2020-081-requirement-self-quarantine-after-non-essential-travel-during-covid-19
- August 24, 2020 update to Mayor's Order 2020-081: https://coronavirus.dc.gov/page/mayor%E2%80%99s-order-2020-081-requirement-self-quarantine-after-non-essential-travel-during-covid-19

the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than $390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Theodore E. Deutch
Chairman

Kenny Marchant
Ranking Member

TED/KM:adw

# AGENDA: Red River Valley Sugarbeet Education Foundation Tour

**Tuesday September 1, 2020**

| | |
|---|---|
| 4:45 p.m. | Flight Departs Washington, DC at 12:30 PM, Flight arrives in Fargo, ND at 4:45 pm. |
| 5:00 – 5:15 | Harrison to pick participants up and bring to Radisson Hotel Fargo. |
| 5:15 – 6:30 | Check in to Hotel. |
| 6:30 – 8:00 | Working Supper – Welcome, Introductions – Harrison Weber – Executive Director of RRV Education Foundation. Sugarbeet production overview presentation – The History of Sugarbeet Production in the RRV and how it has changed. – Tom Astrup – American Crystal Sugar Cooperative (ACSC) CEO. Harrison and Tom to lead discussion about the industry following Tom's presentation. Entire time is spent covering officially-connected activity. |

**Wednesday September 2, 2020**

| | |
|---|---|
| 7:30 – 8:15 | Working Breakfast – Radisson Hotel Fargo. The breakfast meeting will show the equipment participants will be seeing and riding in and explain what they are used for. We will go over safety requirements and provide a review of the events for the day as well as answering initial questions. Neil Rockstad – Grower, President RRVSGA Presenting. The entire time is spent covering officially-connected activity. |
| 8:15 – 9:00 | Depart hotel & drive to view "Ada North" rural piling site. Just North of Ada, MN. Approximately 43 miles Northeast of Fargo. |
| 9:00 – 9:30 | Arrive at rural piling site. Observe piling site, storage and airflow related to Sugarbeet storage. It is important for participants to understand how many people it takes to safely operate these rural piling sites and how sugarbeets should be properly stored in order to make a high-quality product. – Joe Hastings – ACSC General Agronomist Presenting. |
| 9:30 – 9:45 | Depart / Travel to Randy Green field. – Sugarbeet Grower. |
| 9:45 – 11:45 | Arrive at Lynn Johnson field - Lynn will be harvesting near piling site a few miles. Observe sugarbeet harvest operations. Ride along in a defoliator, a harvester, and a beet truck. Riding along in equipment shows participant each step of the sugarbeet harvesting process. It is vital to understand modern production practices and the challenges farmers face. |
| 11:45 – 12:00 | Depart / Travel to Moorhead Technical Services Center. |
| 12:00 – 1:00 | Working Lunch - Arrive at American Crystal Sugar Co. Technical Services Center, Moorhead, MN. Because of COVID-19 concerns, participants will watch a video giving a virtual processing plant tour overview, and the sugar packaging area and hear about the Technical Services Center. The 16 minute video can be viewed at https://1drv.ms/u/s!AvFxZ7kBOs2fiCed7VHo5TyXXvSr?e=DjbJSu David Braseth – ACSC VP Operations will lead a discussion of the specific processing techniques and equipment used in the factory following the video for the remainder of the time. The entire time is spent covering officially-connected activity. |
| 1:00 – 1:30 | American Crystal Sugar Processing Plant Tour. Because of COVID-19 Restrictions, participants will not be allowed inside processing plant. Participants will instead take a bus tour of the outside of the sugarbeet receiving and processing plant. David Braseth – ACSC VP Operations Presenting. Participants will get to see where sugarbeets get processed into sugar, this is relevant to see because it will completes the circle from the farmer, to the processor, and onto the grocery store shelves. It also helps to learn about the logistical constraints that the industry needs to overcome to make sure consumers have access to sugar. |
| 1:30 – 1:45 | Depart / Travel to Chad Leach Farm – RRV Education Foundation Board Member. |
| 1:45 – 3:45 | Arrive at Ronnie Tang Farm – Ronnie delivers straight to the Moorhead Processing Plant. Observe sugarbeet harvest operations. Opportunity to ride in different equipment than in the morning. Participants will ride in a different piece of equipment to fully understand the harvesting process and the challenges that farmers face when harvesting sugarbeets. |
| 3:45 – 4:00 | Depart back to Fargo. |
| 4:00 – 5:30 | Participants will want to freshen up after the day at Hotel prior to supper. They will be likely muddy/dusty from being in the fields and riding on tractors. |
| 5:30 – 5:45 | Walk to supper venue. |

5:45 – 8:00 Supper / Meeting –The Boiler Room Restaurant, Fargo, ND. 210 Roberts Alley, Fargo, ND 58102. Recap the events of the tours and answer questions. Topics will include: soil conditions, harvest temperatures and weather-related impact, harvest equipment function, conditions and challenges relating to beet storage, consumer v.s. commercial sugar packaging. Brian Ingulsrud – ACSC VP of Agriculture Presenting. The entire time is spent covering officially-connected activity.

**Thursday September 3, 2020**

Check out of Radisson Hotel Fargo. Flight departs at 8:15 am from Fargo, ND. Flight arrives in Washington, DC 4:26 pm.

Speakers noted above in order of appearance*

Harrison Weber – Executive Director of RRVSGA and RRV Education Foundation Executive Director

Tom Astrup – President & CEO – American Crystal Sugar Company

Neil Rockstad – Sugarbeet Grower and President – Red River Valley Sugarbeet Growers Association.

Joe Hastings – General Agronomist – American Crystal Sugar Company

Randy Green – Sugarbeet Grower

David Braseth – Vice Present of Operations – American Crystal Sugar Company

Chad Leach – Sugarbeet Grower and Red River Valley Sugarbeet Education Foundation Board Member

Brian Ingulsrud – Vice President – Agriculture American Crystal Sugar Company

1401 32nd Street SW - Fargo, North Dakota 58103 701.239.4151

SUGARBEET

Please join us for . . .

# SUGAR 101: The Industry A – Z

## Wednesday September 2nd, 2020

Farm Harvest

Piling Station / Storage

Processing Plant & Packaging

Dinner / Industry Panel

Sponsored by the Red River Valley Sugarbeet Education Foundation

Point of Contact: Harrison Weber • hweber@rrvsga.com • 701.239.4151

* Reasonable and necessary trip expenses are provided by the Red River Valley Sugarbeet Education Foundation

** Please reply to confirm your interest and intentions in attending our Educational Program in the Red River Valley

# AGENDA: Red River Valley Sugarbeet Education Foundation Tour

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| 11:45 – 12:00 | Depart / Travel to Moorhead Technical Services Center. |
| 12:00 – 1:00 | Working Lunch - Arrive at American Crystal Sugar Co. Technical Services Center, Moorhead, MN. Because of COVID-19 concerns, participants will watch a video giving a virtual processing plant tour overview, and the sugar packaging area and hear about the Technical Services Center. The 16 minute video can be viewed at https://1drv.ms/u/s!AvFxZ7kBOs2fiCed7VHo5TyXXvSr?e=DjbJSu David Braseth – ACSC VP Operations will lead a discussion of the specific processing techniques and equipment used in the factory following the video for the remainder of the time. The entire time is spent covering officially-connected activity. |
| 1:00 – 1:30 | American Crystal Sugar Processing Plant Tour. Because of COVID-19 Restrictions, participants will not be allowed inside processing plant. Participants will instead take a bus tour of the outside of the sugarbeet receiving and processing plant. David Braseth – ACSC VP Operations Presenting. Participants will get to see where sugarbeets get processed into sugar, this is relevant to see because it will completes the circle from the farmer, to the processor, and onto the grocery store shelves. It also helps to learn about the logistical constraints that the industry needs to overcome to make sure consumers have access to sugar. |
| 1:30 – 1:45 | Depart / Travel to Chad Leach Farm – RRV Education Foundation Board Member. |
| 1:45 – 3:45 | Arrive at Chad Leach Farm – Chad delivers straight to the Moorhead Processing Plant. Observe sugarbeet harvest operations. Opportunity to ride in different equipment than in the morning. Participants will ride in a different piece of equipment to fully understand the harvesting process and the challenges that farmers face when harvesting sugarbeets. |
| 3:45 – 4:00 | Depart back to Fargo. |
| 4:00 – 5:30 | Participants will want to freshen up after the day at Hotel prior to supper. They will be likely muddy/dusty from being in the fields and riding on tractors. |
| 5:30 – 5:45 | Walk to supper venue. |

5:45 – 8:00 Supper / Meeting –The Boiler Room Restaurant, Fargo, ND. 210 Roberts Alley, Fargo, ND 58102. Recap the events of the tours and answer questions. Topics will include: soil conditions, harvest temperatures and weather-related impact, harvest equipment function, conditions and challenges relating to beet storage, consumer v.s. commercial sugar packaging. Brian Ingulsrud – ACSC VP of Agriculture Presenting. The entire time is spent covering officially-connected activity.

**Thursday September 3, 2020**

Check out of Radisson Hotel Fargo. Flight departs at 8:15 am from Fargo, ND. Flight arrives in Washington, DC 4:26 pm.

Speakers noted above in order of appearance*

Harrison Weber – Executive Director of RRVSGA and RRV Education Foundation Executive Director

Tom Astrup – President & CEO – American Crystal Sugar Company

Neil Rockstad – Sugarbeet Grower and President – Red River Valley Sugarbeet Growers Association.

Joe Hastings – General Agronomist – American Crystal Sugar Company

Randy Green – Sugarbeet Grower

David Braseth – Vice Present of Operations – American Crystal Sugar Company

Chad Leach – Sugarbeet Grower and Red River Valley Sugarbeet Education Foundation Board Member

Brian Ingulsrud – Vice President – Agriculture American Crystal Sugar Company

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