

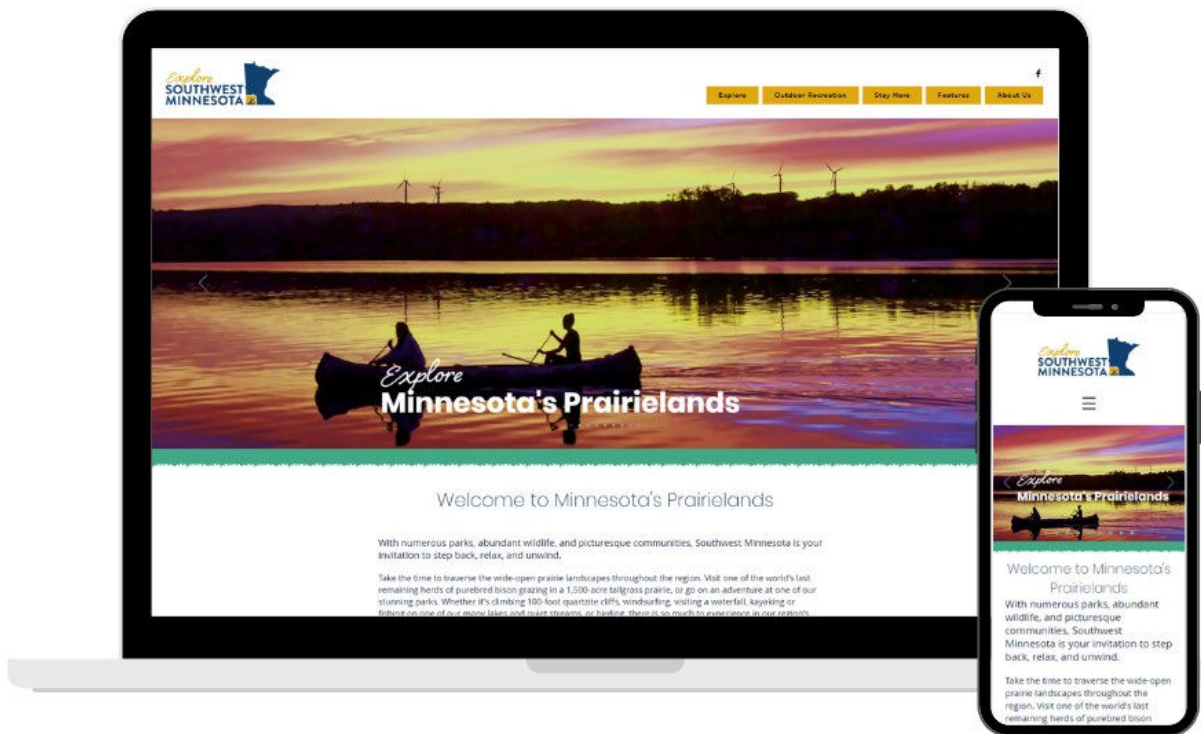


FULL COMMISSION MEETING

Thursday, May 11, 2023

3:30 p.m.

Lincoln County Courthouse, Assembly Room
319 N Rebecca St, Ivanhoe, MN



Explore Southwest Minnesota Website Launch April 2023

Southwest Regional Development Commission—Full Commission

* Board of Directors

Commissioner	Representing
Rick Anderson	Lyon County Commissioners*
Carrie Bendix	Southwest Minnesota Private Industry Council
JoEllen Benson	Rock County Townships
Kristie Blankenship	Southwest Minnesota Housing Partnership
Bob Byrnes	City of Marshall & RLF Committee Chair*
Miron Carney	Murray County Municipalities, Immediate Past Chair, Legislative Committee Chair*
Elliot Christensen (Tabia Goodthunder)	Lower Sioux Community (Alternate: Lower Sioux Community)
Pam Cooreman	Lyon County Municipalities
Bill Crowley	Murray County Townships
Dan Delaney	Pipestone County Municipalities
Keith Elbers	Rock County Municipalities, SRDC Secretary*
Lori Grant	Lyon County Townships
Donna Gravley	Cottonwood County Commissioners*
Mark Haberman	Jackson County Municipalities
Eric Hartman	Region 8 School Boards*
Chris Hollingsworth	Pipestone County Commissioners*
Dennis Klingbile	Lincoln County Municipalities*
Tiffany Knott	Redwood County Townships
Paul Langseth	Nobles County Townships, SRDC Chair*
Steve Kellen	Nobles County Municipalities
Jeff Moen	Lincoln County Townships
See Moua-Leske	Cultural Diversity
Bob Paplow	Nobles County Commissioners
Richard Peterson	Jackson County Townships, SRDC Treasurer*
Jenny Quade	Cottonwood County Municipalities
Terry Quiring	Cottonwood County Townships
Stephen Schnieder	Region 8 School Boards
Wally Slinger	Pipestone County Townships
Sherri Thompson	Rock County Commissioners
Mic VanDeVere	Lincoln County Commissioners, Transportation Committee Chair
Bob Van Hee	Redwood County Commissioners*
Rick VonHoldt	City of Worthington*
Don Wachal	Jackson County Commissioners
Carol Wagner	Jackson County Municipalities
Dennis Welgraven	Murray County Commissioners, SRDC Vice-Chair*
Justine Wettschreck	Economic Development
Beth Wilms	Health and Human Services

SRDC Full Commission Membership

- One (1) County member from each of the nine counties.
- One (1) Township member from each of the nine counties.
- One (1) Mayor/Council member from each municipality over 10,000 in population.
- One (1) Mayor/council member for each of the nine counties representing cities under 10,000.
- Two (2) School Board members.
- One (1) Lower Sioux Indian Community member.
- Five (5) Public Interest Groups

SRDC Board of Director Membership

SRDC Chairman & a regional commissioner from each county elected by the regional commissioners from each county and:

- One (1) Elected commissioner from each city over 10,000 in population.
- One (1) Elected commissioner from any county with a population of more than 20,000 but without a city over 10,000 in population nominated by the regional commissioners of that county.
- One (1) School board member selected by the Commission as a whole



SRDC
FULL COMMISSION MEETING

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 3:30pm

Lincoln County Courthouse, Assembly Room
 319 N Rebecca St, Ivanhoe, MN

AGENDA

#	<u>Time</u>		<u>Page</u>
1	3:30pm	Call to Order & Pledge of Allegiance	
2	3:31pm	Introductions	
3	3:33pm	Commissioner Appointments	
		<ul style="list-style-type: none"> • Appointment of Mark Haberman representing Jackson County Municipalities • Appointment of Steve Kellen representing Nobles County Municipalities • Appointment of Dan Delaney representing Pipestone County Municipalities • Appointment of Wally Slinger representing Pipestone County Townships 	
		Action Needed: Approve Commissioner Appointment	
4	3:35pm	Commissioner Reappointments	
		<ul style="list-style-type: none"> • Reappointment of Beth Wilms representing Health and Human Services 	
		Action Needed: Approve Commissioner Reappointment	
5	3:36pm	Additions to and Approval of Agenda	
		Action Needed: Approve Agenda	
6	3:38pm	Consent Agenda Items	
		<ul style="list-style-type: none"> • March 20, 2023 FC Meeting Minutes • April 13, 2023 BOD Meeting Minutes • March 2023 Receipts & Expenditures Report 	4-11 12-15 16-20
		Action Needed: Approve of Consent Agenda Items	
7	3:40pm	Finance Reports — <i>Treasurer Peterson & Finance Director Nelson</i>	
		<ul style="list-style-type: none"> • Treasurer’s Report, including bank accounts & investments 	21
		Action Needed: Approval of Treasurer’s Report	
		<ul style="list-style-type: none"> • Administrative Report through April 2023 	22
		Action Needed: Approval of Administrative Report	
8a	3:45pm	Project Reviews — <i>Development Planners Bruce-White & Walker</i>	
		<ul style="list-style-type: none"> • Elk Creek Solar Project Review • City of Chandler Fire Department Equipment 	23 24
		Action Needed: Accept Project Reviews	

Committee & Staff Reports

8b	3:50pm	Budget & Personnel Committee Report — <i>Committee Chair Peterson</i>	
		<ul style="list-style-type: none"> • Work Program 25-35 • Accounting Specialist Job Description 36-37 • Firewall Quote 38 • Board Room Furniture Quote 39 • Review other topics discussed by Committee 	
		Action Needed: Approve Committee Recommendations	
8c	4:00pm	Audit Committee Report — <i>Committee Chair Peterson</i>	
		Action Needed: Approve Committee Recommendations	<i>Handout</i>
8d	4:05pm	Legislative Committee Report — <i>Committee Chair Carney</i>	
8e	4:10pm	Deep Dive: Workforce Development — <i>Speaker Carrie Bendix, SWMNPIC</i>	
8f	4:30pm	Economic Development Report — <i>Deputy Director Weis</i>	40-41
8g	4:35pm	Revolving Loan Funds Report — <i>Committee Chair Byrnes & Deputy Director Weis</i>	42-43
8h	4:40pm	Physical Development Report — <i>Development Planner Bruce-White & Walker</i>	44-45
8i	4:45pm	Community Development Report — <i>Communications Specialist Welu</i>	46-48
		<ul style="list-style-type: none"> • Social Media - Explore Southwest Minnesota 	
8j	4:50pm	Transportation Report — <i>Committee Chair VanDeVere & Development Planners Bruce-White & Walker</i>	49-51
8k	4:55pm	Executive Director’s Report — <i>Executive Director Trusty/Deputy Director Weis</i>	
		<ul style="list-style-type: none"> • Deputy Director 52 • Executive Director 53 	
8l	5:05pm	Chairman’s Report — <i>Chairman Langseth</i>	
9	5:10pm	Reports from SRDC Commissioners Representing Local Units of Government & Public Interest Groups	
		<ul style="list-style-type: none"> • Bob Paplow, Nobles County Commissioner • Keith Elbers, Rock County Municipalities • Richard Peterson, Jackson County Townships 	
10	5:20pm	Unfinished Business/Other Issues	

11 5:25pm **New Business**

Annual Meeting: SRDC Chair will appoint the Nominating Committee for the Election of Officers to be held at the Annual Meeting.

Action Needed: Appoint Nominating Committee

12 5:26pm **Announcements**

SRDC Commissioner vacancies exist from the following representation: Redwood County Municipalities.

- SRDC Office is closed May 29 in observation of Memorial Day Holiday.
- SRDC Board of Directors Meeting: Thursday, June 8 at 3:30pm at the SRDC Office.
- SRDC FY2024 Public Hearing: Thursday, July 13 at 1:00pm at the Lower Sioux Incubator.
- SRDC Annual Meeting: Thursday, July 13. A business meeting will begin at 1pm at the Lower Sioux Incubator, followed by a tour of the Incubator at 2pm, and the Annual Meeting at 3:00pm at the Lower Sioux Incubator.

5:30pm **Adjourn**



MEMBERS PRESENT: Chairman Paul Langseth, Commissioners Rick Anderson, JoEllen Benson, Kristie Blankenship, Pam Cooreman, Bill Crowley, Keith Elbers, Lori Grant, Donna Gravley, Eric Hartman, Chris Hollingsworth, Dennis Klingbile, Tiffany Lesmeister-Knott, Jeff Moen, Richard Peterson, Steve Schnieder, Mic VanDeVere, Rick VonHoldt, Dennis Welgraven, Justine Wettschreck and Beth Wilms

MEMBERS ABSENT: Commissioners Carrie Bendix (excused), Bob Byrnes (excused), Miron Carney (excused), Elliot Christensen (absent), See Moua-Leske (excused), Bob Paplow (absent), Jenny Quade (excused), Terry Quiring (absent), Sherri Thompson (excused), Bob Van Hee (excused), and Don Wachal (absent)

GUESTS PRESENT: None

STAFF PRESENT: Rosemary Bruce-White, Kathy Schreiber, Robin Weis, Jason Walker, and Jessica Welu

CALL TO ORDER

Chairman Paul Langseth called the meeting to order at 3:35 p.m., followed by the Pledge of Allegiance and introductions.

AGENDA ADDITIONS/APPROVAL

One addition under Project Review.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner VanDeVere to approve agenda with the addition. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

COMMISSIONER APPOINTMENTS

M/S/P Motion made by Commissioner Gravley and seconded by Commissioner Hartman to approve the appointments of Rick VonHoldt, representing the City of Worthington and Justine Wettschreck, representing Economic Development. Upon vote taken: Ayes-19, Nays-0. Motion Carried.

BOARD OF DIRECTOR APPOINTMENTS

M/S/P Motion made by Commissioner Gravley and seconded by Commissioner Hartman to approve the following 3-year appointments to the Board of Directors: Donna Gravley,

Cottonwood County, Dennis Welgraven, Murray County and Keith Elbers, Rock County.
Upon vote taken: Ayes-18, Nays-0. Motion Carried.

APPOINTMENTS TO FILL BOARD VACANCIES

M/S/P Motion made by Commissioner Gravley and seconded by Commissioner Hartman to approve the following appointments to the Board of Directors: Rick VonHoldt, representing the City of Worthington and Chris Hollingsworth, representing Pipestone County. Upon vote taken: Ayes-19, Nays-0. Motion Carried.

CONSENT AGENDA

M/S/P Motion made by Commissioner Anderson and seconded by Commissioner Hollingsworth to approve the January 12, 2023 Full Commission Minutes, February 9, 2023 Board of Directors Minutes and the January Revenue and Expenditure Reports. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

FINANCE REPORT

SRDC Treasurer Richard Peterson referred Commissioners to the Treasurer's Report, showing bank accounts and fund designations. There were no questions.

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner VonHoldt to approve Treasurer's Report as presented. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

Deputy Director Weis went over the Administrative Report for November thru January and pointed out some line items. There were no questions.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Crowley to approve the Administrative Report as presented. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

PROJECT REVIEWS

Deputy Director Weis directed commissioners to their handouts for a project review for the City of Lake Wilson to replace their municipal warning siren through USDA Rural Development Community Facility Direct Loan & Grant Program.

M/S/P Motion made by Commissioner Schnieder and seconded by Commissioner Welgraven to approve the project review as presented. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

COMMITTEE AND STAFF REPORTS

A. Audit Committee Report

Deputy Director Weis updated commissioners on the audit. On March 9th, staff sent a list of items the auditor still needed. Weis has a call into the auditor and is waiting on a call back to see where she is at and if there is any other information she needs.

B. Budget & Personnel Committee Report

Chair Peterson recommended approval of new furniture for the Board Room. Two quotes were received for new tables and chairs. The recommendation is to purchase tables and chairs from One Office Solutions. Furniture will be ordered once sample chairs are received and staff approve these particular chairs. The furniture and installation costs will be split 50/50 with the Southwest Minnesota Housing Partnership.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Hartman to approve purchasing new board room furniture. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

Chair Peterson recommended for approval a temporary policy to give Deputy Director Weis a \$3,000 bonus for her extra work during January and February and a salary increase to \$60 per hour during the Executive Director's absence.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Hollingsworth to approve the temporary policy as presented. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

Chair Peterson recommended for approval the Development Planner's job description.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner VonHoldt to approve the Development Planner job description as presented. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

Chair Peterson recommended for approval the hiring of Kimberly Murphy as Development Planner at Grade 5 Step 3 and then a one-step increase upon successful completion of the 6 month probationary period. Kimberly has requested her work at the County be considered and is asking to start vacation leave earning at the 5-year amount (4.62). Her first day will be March 31 to be eligible for health insurance on April 1st.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner VanDeVere to approve the hiring of Kimberly Murphy as Development Planner. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

C. Legislative Committee Report

Chair Carney was unable to attend the meeting so sent a recorded report. Welu will email this to all commissioners. In his report he talked about Chair Langseth and himself attending the March 12-15 NADO Policy Conference in Arlington, VA. One of the sessions will provide insight from

EDA on the impacts of the influx of new federal funding for the infrastructure, transportation, broadband and energy in our local communities from the Infrastructure Investment and Jobs Act. Chair Langseth, Carney and other MADO delegates will meet with senators and representatives and attend meetings with other rural legislators. Carney reminded commissioners what the 2023 SRDC Legislative Priorities are and that they met with most area legislators in January.

D. Deep Dive

Communications Specialist Welu informed commissioners that the SRDC's new website is up and running. She asked them to take a look at the Commissioner Resources Tab and provide feedback on what they like, don't like and what else they would like to see under that tab.

E. Economic Development Report

Deputy Director Weis referred commissioners to their packets for the Economic Development Report. EDA quarterly calls with economic development districts was on February 27 and the next call is April 26. Projects within counties identified within FEMA's disaster declarations, within the last 2 years, are eligible to apply for disaster funding.

In 2023, Career Expos will be held at Minnesota West in Worthington on September 26 and at Southwest State University in Marshall on September 27.

Weis noted that there is still about \$500 in the Cultural Diversity account to sponsor an event.

F. Revolving Loan Fund Report

Deputy Director Weis reported that there is approximately \$169,850 in the CRLF account and approximately \$120,200 in the RLF account. Interest rates for these loans can never be below the lesser of 4% or 75% of Prime. Weis noted that the 3 contracted RLFs have all had activity lately.

PACE

Deputy Director Weis reported that current PACE funds are available as follows: approximately \$160,400 of SEP funds and approximately \$100,700 of ARRA funds. The PACE Committee will meet on March 27. The interest rate for PACE loans is 3% below Prime with a floor of 3%. Staff has been involved with discussions with the MN Department of Commerce as they work on expanding the reach of commercial PACE programs in MN. RDCs will be eligible to apply under an RFP as soon as Spring 2023.

G. Physical Development Report

Development/Energy Planner Walker reported that the Rural MN Energy Board (RMEB) met on January 23. Tom Appel and Molly Malone provided a report on the Public Utilities Commission meeting in December. Gene Metz provided an overview of the Clean Energy Bill (HF 7/SF) that was moving rapidly at the state legislature. The bill would set a goal of 100% clean energy by 2040. The biggest concern within the bill is that waste-to-energy would no longer qualify as a renewable energy source. Gary Overgaard and Dan Wildermuth updated the board about Nature Energy approaching Rock and Pipestone Counties to explore building new biogas facilities in their respective counties. These are \$100 million to \$140 million projects that would convert

manure from cattle to natural gas. Staff will request Nature Energy to present at the next meeting on March 27.

SRDC received a \$75,000 grant to assist at least four organizations to find, write and implement federal grants that are coming available from the Inflation Reduction Act. Region 5 and the SRDC are organizing a full day training for MADO members on how to engage their communities in energy and climate work. This training will be in April in St. Cloud. Staff assisted Murray County with an application for MPCA's Level 2 EV Charger grant.

Regional Development Organizations' Executive Directors and staff are now meeting monthly to share resources and explore opportunities in clean energy and sustainability. During the February 23 meeting, Representative Emma Green spoke about possible green bank legislation to make funding efficiency and renewable energy projects easier. Kari Moeller from Commerce then spoke about the future of commercial PACE funding and the role the Regional Development Organizations in managing this type of program.

Development/Transportation Planner Bruce-White reported that the Solid Waste Commission met on January 23 and is scheduled to meet on March 27.

The Solid Waste Administrators have been meeting with the Minnesota Pollution Control Agency regarding the upcoming Solid Waste Regional Plan and the content required. All counties in Minnesota must submit a solid waste plan to receive SCORE funds and apply for additional grants from MPCA. Doing the plan as a 12-county Joint Powers Agreement, not only decreases individual county costs, but helps pull together resources, and arrange materials exchange for counties in the Southwest Minnesota Solid Waste Commission. The following counties are part of the plan: Cottonwood, Jackson, Lac qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, Renville, Rock and Yellow Medicine.

H. Community Development Report

Communications Specialist Welu updated commissioners on the Friends of the Casey Jones State Trail. The Friends met March 2. The group is asking the legislature for \$1.249 million for development of the trail. Work on newspaper articles about land acquisition and winter trail use, along with planning fundraising and outreach opportunities for the Casey Jones and Highway 75 Pipestone to Luverne trail opportunity.

Explore Southwest Minnesota met February 14. Work continues on the development of the website. The plan is to have the website launched by the end of March. The group will next meet on March 29.

The new SRDC website has been launched. Staff reported that it contains a Commissioner Resource page and asked Commissioners to look it over and see if they would like to see anything else on the page.

I. Transportation Report

Staff has reached out to MnDOT to arrange meeting dates for the winter TAC meeting. During the meeting MnDOT, staff and the TAC will discuss/approve the FY24 MnDOT workplan, draft Area Transportation Improvement Plans from MnDOT districts 7 and 8, along with other topics.

ATP 7 had 3 communities and ATP 8 had four communities apply for Transportation Alternative Funds. The City of Worthington was the only community in the SRDC service area.

Carbon Reduction Program (CRP) provides federal funding to reduce carbon from transportation sources. These funds are made available from the Infrastructure Investment Jobs Act and are distributed through the MnDOT's planning districts. The City of Redwood Falls applied for funds to install electric car charging stations.

Work continues on the Tracy SRTS plan. SRTS Boost Grants for non-infrastructure projects will open this spring instead of the fall.

The Regional Trails Plan steering group last met Jan 26 in-person and February 2 virtually. Participants marked up maps with preferred routes and notes about opportunities and obstacles. Staff meet regularly to plan outreach efforts and work on plan development. Staff started a Regional Trails newsletter in December to provide updates on trail news and planning. The newsletter will go out on a quarterly basis. The next newsletter is expected to release in March. Counters will be placed on trail/walking/biking routes in each county for a 2 week period during the summer to collect data.

J. Executive Director's Report

No report due to Executive Director Trusty being on medical leave the month of March.

K. Deputy Director's Report

Weis has been involved with interviewing and hiring a finance director and development planner. The MADO Executive Directors had a conference call on March 3 to discuss community-based grant making and potential partners. The Strategic Planning, B&P and Legislative committees have been active lately.

L. Chairman's Report

Chairman Langseth reported on his trip to the NADO Policy Conference in Arlington VA.

REPORTS FROM SRDC COMMISSIONERS REPRESENTING LOCAL UNITS OF GOVERNMENT & PUBLIC INTEREST GROUPS

A. Murray County Commissioners

Commissioner Welgraven reported the Murray County Solar Project has 4 projects going on now and permits for 5 more. One wind farm has been re-powered. The Highway Department is working on a new building. Monogram Meats in Chandler has around 400 employees and has recently remodeled their facility. The meat snack maker grinds 1.2 million pounds of meat a week. Welgraven provided meat snacks for everyone.

B. Lyon County Municipalities

Commissioner Cooreman gave updates on each city in Lyon County. Some highlights are the City of Garvin’s rural water meters are now above ground. The City of Ghent has 4 lots left in their new addition and has a new daycare center in town. The City of Russell has a new water tower. The City of Lynd is having an open house on May 19th for their community center and fire department. The City of Minneota is working on a 2024 infrastructure project. The City of Balaton will be re-doing their water tower this year. The City of Taunton is talking about street improvements. The City of Tracy had street projects last year and this year. They will be decommissioning their ponds. Received grant funds for a downtown historic building. The city will be replacing the pool liner. Ghent, Russell, Minneota, Balaton and Tracy all have city celebrations this summer.

C. Redwood County Townships

Commissioner Lesmeister-Knott reported the main concerns for townships this spring are road conditions from all the snow and snow banks. Townships have spent a lot of money on snow removal this winter. The Township Association went to the capitol. Some of their concerns were electric cars as townships receive a lot of money from the gas tax. The Family Leave bill and how it would be paid for. Township elections and rank choice voting that they are not ready for. Rank Choice Voting has voters rank the candidates by their first, second, third, etc. choice. Candidates would then need a majority of the vote to win. Illegals getting driver’s license and how it affects voting. There are no mail in ballots in Redwood County.

UNFINISHED BUSINESS

None

NEW BUSINESS

The SRDC Timetable for the FY2024 Work Program and Budget Preparation was reviewed.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Peterson to approve the timetable as presented. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

Chairman Langseth appointed Beth Wilms and Justine Wettschreck to the Awards Committee with him.

ANNOUNCEMENTS

Chairman Paul Langseth referred Commissioners to the announcements included on the agenda.

SRDC Commissioner vacancies exist from the following representation: Jackson County Municipalities, Nobles County Municipalities, Pipestone County Townships, Pipestone County Municipalities, and Redwood County Municipalities. Schreiber gave an update on the filling of these positions. Nominations were collected and ballots sent out. Ballots are due back by April 3. Redwood County Municipalities was the only vacancy to not receive any nominations. An email was sent to Redwood County Commissioner and Township Representatives to ask for help in filling the Municipality vacancy. The other four vacancies will be filled at the May meeting.

ADJOURNMENT

Chairman Langseth adjourned the meeting at 5:06 p.m.

APPROVAL OF MEETING MINUTES

Meeting Minutes prepared by Kathy Schreiber, Administrative Specialist.

Reviewed by:

Approved by:

Keith Elbers
SRDC Secretary

Paul Langseth
SRDC Chairman



MEMBERS PRESENT: Chairman Paul Langseth, Commissioners Rick Anderson, Bob Byrnes, Miron Carney, Keith Elbers, Donna Gravley, Eric Hartman, Chris Hollingsworth, Dennis Klingbile, Richard Peterson, Rick VonHoldt, and Dennis Welgraven

MEMBERS ABSENT: Commissioners Bob VanHee

STAFF PRESENT: Rosemary Bruce-White, Kim Murphy, Melissa Nelson, Kathy Schreiber, Robin Weis, Jason Walker, and Jessica Welu

CALL TO ORDER

Chairman Paul Langseth called the meeting to order at 3:30 p.m., followed by the Pledge of Allegiance and introductions.

AGENDA ADDITIONS/APPROVAL

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Welgraven to approve the agenda as presented. Upon vote taken: Ayes-12, Nays-0. Motion Carried.

CONSENT AGENDA

M/S/P Motion made by Commissioner Anderson and seconded by Commissioner Carney to approve the February Receipts and Expenditures Report and the MnDOT FY2024-2025 Grant Agreement. Upon vote taken: Ayes-12, Nays-0. Motion Carried.

FINANCE REPORT

Treasurer Richard Peterson referred Commissioners to the Treasurer's Report in their handouts, showing bank accounts and fund designations. There were no questions.

M/S/P Motion made by Commissioner Gravley and seconded by Commissioner Hollingsworth to approve the Treasurer's Report as provided. Upon vote taken: Ayes-12, Nays-0. Motion Carried.

Finance Director Nelson went over the Administrative Report. Revenue and Expenditures are slightly under budget at this time. Commissioner Langseth questioned why the EDA Trails Grant was only at 7.2% for revenue. Nelson stated she is working on the next report and the request for payment.

M/S/P Motion made by Commissioner Welgraven and seconded by Commissioner Byrnes to approve the Administrative Report as presented. Upon vote taken: Ayes-12, Nays-0. Motion Carried.

PROJECT REVIEWS

Development/Transportation Planner Bruce-White presented a project review for Edgewater Bay Campground for an expansion of the campground in Murray County.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Klingbile to approve the project review as presented. Upon vote taken: Ayes-12, Nays-0. Motion Carried.

COMMITTEE AND STAFF REPORTS

Written staff reports were included in the meeting packet for commissioners to read.

A. Audit Committee

Deputy Director Weis reported the auditor should be working on the audit again once personal income taxes are done next week. The auditor reported that it takes about 100 hours to complete the audit. It is hopeful that the audit will be ready for the May Full Commission meeting.

B. Budget & Personnel Committee Report

Chair Peterson recommended the approval of Melissa Nelson as Finance Director.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Gravley to approve Melissa Nelson as Finance Director. Upon vote taken: Ayes-12, Nays-0. Motion Carried.

Chair Peterson recommended approval to post and hire the Accounting Specialist position.

M/S/P Motion made by Commissioner Anderson and seconded by Commissioner Hollingsworth to approve posting and hiring for the Accounting Specialist position. Upon vote taken: Ayes-12, Nays-0. Motion Carried.

C. Legislative Committee Report

Chair Carney stated the Legislative Committee has not met since January. He reminded commissioners that some of the committee members along with Deputy Director Weis attended CGMC Day on the Hill and met with local legislators and Representative Brands from St. Peter. Carney and Langseth attended the NADO Policy Conference but were unable to meet with Minnesota legislators. The MN House and Senate are back in session from the Easter break. The Omnibus Tax bill has advanced. There are disagreements on a lot of items in the bonding bill.

D. Deep Dive

Deputy Director Weis gave a deep dive on the Revolving Loan Fund and the COVID Revolving Loan Fund.

E. Executive Director's Report

No report.

F. Chairman's Report

Chairman Langseth talked about jobs and the low rate of unemployment. B & P committee members are looking into open meeting laws and making sure we are in compliance with those laws. He gave an update on Executive Director Trusty. Trusty will be returning to work next week on a part-time basis from home. He will return to full-time on May 1st and plans to be in the office on Tuesdays and Thursdays.

G. Deputy Director's Report

Deputy Director Weis referred commissioners to her written report in the packet. She explained the Finance Director and Development Planner positions have been filled. Melissa Nelson was promoted to Finance Director as of March 20th and Kim Murphy started March 30th.

The MADDO Executive Directors met in Duluth on March 29-30. A presentation was given from the Department of Commerce and SPPA on PACE funds that will be coming available to provide PACE throughout the whole state. Plans were discussed for the April 11-12 MADDO staff gathering on the Energy Foundation grant.

The Awards Committee will meet on April 14 via a zoom. Staff wrote up narratives on 4 projects/programs for the committee to review for project of the year.

Carrie Bendix from the Private Industry Council will present on Workforce at the May Full Commission meeting. Bruce-White and Welu will present the deep dive at the June Board of Director's meeting on the Campground Survey Project.

Weis is now reviewing and signing timesheets and AP in the absence of the Executive Director.

Welu gave an update on the two internships available at the SRDC this summer. One intern will be working with Welu on Communications and the other will be working with Walker on Energy. College credits will be given for these paid internships. Staff have reached out to SMSU, SDSU and MnWest. There is also an Americorp position still available for energy.

Letters of support were written by Weis for United Community Action's Regional Transportation Coordinating Councils to continue services and for Southwest MN Opportunity Council for two propane powered buses.

It was announced this week that HyLife pork processing plant in Windom is up for sale and if a buyer is not found by next week the plant will close. Commissioner Gravley talked about the impact the loss of this business will have on the City of Windom. About 1,000 employees will lose their job starting April 19 thru May 1st. The company has said they are not making money.

NEW BUSINESS

The SRDC Annual Meeting will be held July 13 at the Lower Sioux Community. Weis has made a request to Lieutenant Governor Peggy Flannigan to be our guest speaker. Typically, notifications on whether she will be available to speak do not happen until a week or so before the event. Staff brainstormed some possible back up speakers including CEO program coordinator, a representative from the Lower Sioux Incubator project or anyone else from Lower Sioux.

The Nominating Committee for Election of Officers will be appointed at the May meeting. Election of Officers will take place at the Annual Meeting in July.

ANNOUNCEMENTS

Chairman Paul Langseth referred Commissioners to the announcements included on the agenda. Commissioner vacancies have been filled for Jackson County Municipalities, Pipestone County Municipalities and Townships and Nobles County Municipalities. These commissioner appointments will be presented for approval at the May Full Commission meeting. A representative is still needed for Redwood County Municipalities.

Commissioner VonHoldt informed members that there is a Legislative breakfast in Worthington on April 15 with Legislators Weber, Schomacker and Fogelman. Everyone is invited to attend.

Commissioner Byrnes invited members to World Fest on April 15 at the Red Baron Arena. The SW MN Mayor’s Workforce proposal has been heard in the House and Senate as well as the tax committee and the jobs committee. Things are looking good for this proposal. There was support from Legislators Weber, Schomacker and Brands. Scott Marquart from the Southwest Initiative Foundation and Carrie Bendix from the Private Industry Council have been helping promote the Workforce proposal.

ADJOURNMENT

Chairman Langseth adjourned the meeting at 4:45 p.m.

APPROVAL OF MEETING MINUTES

Meeting Minutes prepared by Kathy Schreiber, Administrative Specialist.

Reviewed by:

Approved by:

Keith Elbers
SRDC Secretary

Paul Langseth
SRDC Chairman

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 3/1/2023 Through 3/31/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
CD032023 W...	002	3/20/2023		Wex - Feb 2023 Admin Fee	11.00	3/20/2023
CD033123 A...	014	3/31/2023		ACH Fees - March 2023	18.50	3/31/2023
CD033123 A...	014	3/31/2023		ACH Fees - March 2023	18.50	3/31/2023
CD033123 A...	014	3/31/2023		ACH Fees - March 2023	18.50	3/31/2023
PRS030923	03092...	3/9/2023	Rosemary J. Bruce-White	Employee: Bruce-WhiteR; Pay Date: 3/9/2023	1,717.12	3/9/2023
PRS030923	03092...	3/9/2023	Melissa Nelson	Employee: MansonM; Pay Date: 3/9/2023	18.55	3/9/2023
PRS030923	03092...	3/9/2023	Melissa Nelson	Employee: MansonM; Pay Date: 3/9/2023	9.28	3/9/2023
PRS030923	03092...	3/9/2023	Melissa Nelson	Employee: MansonM; Pay Date: 3/9/2023	1,428.18	3/9/2023
PRS030923	03092...	3/9/2023	Melissa Nelson	Employee: MansonM; Pay Date: 3/9/2023	27.83	3/9/2023
PRS030923	03092...	3/9/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 3/9/2023	1,446.68	3/9/2023
PRS030923	03092...	3/9/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 3/9/2023	23.64	3/9/2023
PRS030923	03092...	3/9/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 3/9/2023	23.64	3/9/2023
PRS030923	03092...	3/9/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 3/9/2023	18.91	3/9/2023
PRS030923	03092...	3/9/2023	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 3/9/2023	2,869.08	3/9/2023
PRS030923	03092...	3/9/2023	Jason L. Walker	Employee: WalkerJ; Pay Date: 3/9/2023	1,827.44	3/9/2023
PRS030923	03092...	3/9/2023	Robin R. Weis	Employee: WeisR; Pay Date: 3/9/2023	1,542.48	3/9/2023
PRS030923	03092...	3/9/2023	Robin R. Weis	Employee: WeisR; Pay Date: 3/9/2023	566.92	3/9/2023
PRS030923	03092...	3/9/2023	Robin R. Weis	Employee: WeisR; Pay Date: 3/9/2023	47.18	3/9/2023
PRS030923	03092...	3/9/2023	Jessica L. Welu	Employee: WeluJ; Pay Date: 3/9/2023	1,478.90	3/9/2023
PRS030923	03092...	3/9/2023	Jessica L. Welu	Employee: WeluJ; Pay Date: 3/9/2023	37.66	3/9/2023
PRS032323	03232...	3/23/2023	Rosemary J. Bruce-White	Employee: Bruce-WhiteR; Pay Date: 3/23/2023	1,717.12	3/23/2023
PRS032323	03232...	3/23/2023	Melissa Nelson	Employee: MansonM; Pay Date: 3/23/2023	1,460.66	3/23/2023
PRS032323	03232...	3/23/2023	Melissa Nelson	Employee: MansonM; Pay Date: 3/23/2023	18.55	3/23/2023
PRS032323	03232...	3/23/2023	Melissa Nelson	Employee: MansonM; Pay Date: 3/23/2023	4.63	3/23/2023
PRS032323	03232...	3/23/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 3/23/2023	1,413.58	3/23/2023
PRS032323	03232...	3/23/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 3/23/2023	56.73	3/23/2023
PRS032323	03232...	3/23/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 3/23/2023	42.56	3/23/2023
PRS032323	03232...	3/23/2023	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 3/23/2023	2,869.08	3/23/2023
PRS032323	03232...	3/23/2023	Jason L. Walker	Employee: WalkerJ; Pay Date: 3/23/2023	1,827.44	3/23/2023
PRS032323	03232...	3/23/2023	Robin R. Weis	Employee: WeisR; Pay Date: 3/23/2023	4,360.92	3/23/2023
PRS032323	03232...	3/23/2023	Robin R. Weis	Employee: WeisR; Pay Date: 3/23/2023	578.44	3/23/2023
PRS032323	03232...	3/23/2023	Jessica L. Welu	Employee: WeluJ; Pay Date: 3/23/2023	1,508.44	3/23/2023
APS032423	03242...	3/24/2023	Dennis A. Klingbille	Dennis Klingbille 1-12-23 to 3-20-23 meetings	150.00	3/24/2023
APS032423	03242...	3/24/2023	Dennis A. Klingbille	Dennis Klingbille 1-12-23 to 3-20-23 meetings	251.52	3/24/2023
APS032423	03242...	3/24/2023	Richard D. Peterson	Richard Peterson 2-9-22 to 2-28-23 meetings	350.00	3/24/2023
APS032423	03242...	3/24/2023	Richard D. Peterson	Richard Peterson 2-9-22 to 2-28-23 meetings	200.43	3/24/2023
APS032423	03242...	3/24/2023	Robert J. Byrnes	Robert Byrnes 3-3-23 to 3-8-23 meetings	50.00	3/24/2023
APS032423	03242...	3/24/2023	Robert J. Byrnes	Robert Byrnes 3-3-23 to 3-8-23 meetings	90.39	3/24/2023

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 3/1/2023 Through 3/31/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
AP5032423 ...	03242...	3/24/2023	Robert J. Byrnes	Robert Byrnes 3-3-23 to 3-8-23 meetings	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Stephen P. Schnieder	Stephen Schnieder 3-20-23 meeting	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Stephen P. Schnieder	Stephen Schnieder 3-20-23 meeting	40.61	3/24/2023
AP5032423 ...	03242...	3/24/2023	Eric A. Hartman	Eric Hartman 2-9-23 to 3-20-23 meetings	100.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Eric A. Hartman	Eric Hartman 2-9-23 to 3-20-23 meetings	133.62	3/24/2023
AP5032423 ...	03242...	3/24/2023	Eric A. Hartman	Eric Hartman 2-9-23 to 3-20-23 meetings	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Keith A. Elbers	Keith Elbers 3-20-23 meeting	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Keith A. Elbers	Keith Elbers 3-20-23 meeting	78.60	3/24/2023
AP5032423 ...	03242...	3/24/2023	Michael L. VanDeVere	Mic VanDeVere 3-3-23 to 3-20-23 meetings	100.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Michael L. VanDeVere	Mic VanDeVere 3-3-23 to 3-20-23 meetings	176.85	3/24/2023
AP5032423 ...	03242...	3/24/2023	Pamela J. Stimpert Cooreman	Pamela Cooreman 1-12-23 meeting	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Pamela J. Stimpert Cooreman	Pamela Cooreman 1-12-23 meeting	39.30	3/24/2023
AP5032423 ...	03242...	3/24/2023	Pamela J. Stimpert Cooreman	Pamela Cooreman 1-12-23 meeting	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Pamela J. Stimpert Cooreman	Pamela Cooreman 3-20-23 meeting	39.30	3/24/2023
AP5032423 ...	03242...	3/24/2023	Pamela J. Stimpert Cooreman	Pamela Cooreman 3-20-23 meeting	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Paul Langseth	Paul Langseth 2-24-22 meeting	47.16	3/24/2023
AP5032423 ...	03242...	3/24/2023	Paul Langseth	Paul Langseth 2-24-22 meeting	47.16	3/24/2023
AP5032423 ...	03242...	3/24/2023	Paul Langseth	Paul Langseth (NADO Leg 3-12 to 3-15) to 3-20-...	365.42	3/24/2023
AP5032423 ...	03242...	3/24/2023	Paul Langseth	Paul Langseth (NADO Leg 3-12 to 3-15) to 3-20-...	250.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Richard Anderson	Rick Anderson 3-20-23 meeting	50.00	3/24/2023
AP5032423 ...	03242...	3/24/2023	Richard Anderson	Rick Anderson 3-20-23 meeting	30.13	3/24/2023
AP5030923	60012	3/9/2023	Abila	AR Billing Cloud 5-26-23 to 6-25-23	95.15	3/9/2023
CD032023 B...	60012	3/20/2023		BCBS - due 3-20-23 - covers April 2023	6,029.35	3/20/2023
AP5030923	60013	3/9/2023	AFLAC	Aflac - inv#023233	141.54	3/9/2023
AP5030923	60014	3/9/2023	Aflac Inc	Aflac Dental inv#421057 March 2023 + adjustm...	387.73	3/9/2023
AP5030923	60015	3/9/2023	City of Slayton	City of Slayton 1-23-23 to 2-27-23	22.08	3/9/2023
AP5030923	60015	3/9/2023	City of Slayton	City of Slayton 1-23-23 to 2-27-23	23.92	3/9/2023
AP5030923	60016	3/9/2023	Culligan Water Conditioning	Culligan - 2-28-23	10.80	3/9/2023
AP5030923	60017	3/9/2023	Darren Veldhuisen	Snow Removal - February 2023	116.00	3/9/2023
AP5030923	60017	3/9/2023	Darren Veldhuisen	Snow Removal - February 2023	174.00	3/9/2023
AP5030923	60018	3/9/2023	Forum Communications Comp...	Development Planner Help Wanted Ad	725.40	3/9/2023
AP5030923	60019	3/9/2023	Frontier Communications	Frontier Monthly Maint 2-25-23 to 3-24-23	36.39	3/9/2023
AP5030923	60019	3/9/2023	Frontier Communications	Frontier Monthly Maint 2-25-23 to 3-24-23	67.59	3/9/2023
AP5030923	60020	3/9/2023	Grants Management Systems ...	GMS- Inv#284940/284941 License/Warranty/Se...	105.00	3/9/2023
AP5030923	60020	3/9/2023	Grants Management Systems ...	GMS- Inv#284940/284941 License/Warranty/Se...	35.00	3/9/2023
AP5030923	60021	3/9/2023	Marshall Independent	Development Planner Ad	226.00	3/9/2023
AP5030923	60022	3/9/2023	Murray County News	Development Planner Help Wanted Ad	51.70	3/9/2023
AP5030923	60023	3/9/2023	Northwest Gas	NW Gas 1-21-23 to 2-20-23	373.01	3/9/2023
AP5030923	60023	3/9/2023	Northwest Gas	NW Gas 1-21-23 to 2-20-23	559.51	3/9/2023

Southwest Regional Development Commission
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Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS030923	60024	3/9/2023	One Office Solution	One Office - meter reading 1-25-23 to 2-23-23	123.09	3/9/2023
APS030923	60025	3/9/2023	Schaap Sanitation	Schaap Sanitation inv#2847197061	35.35	3/9/2023
APS030923	60025	3/9/2023	Schaap Sanitation	Schaap Sanitation inv#2847197061	53.02	3/9/2023
APS030923	60026	3/9/2023	Slayton EDA	EDA Lease - March 2023 - Orig and Addn Bldg	4,848.63	3/9/2023
APS030923	60027	3/9/2023	The Computer Man, Inc.	ZixCorp ZixMail Year 2 invoice	180.00	3/9/2023
APS030923	60027	3/9/2023	The Computer Man, Inc.	ZixCorp ZixMail Year 2 invoice	90.00	3/9/2023
APS030923	60027	3/9/2023	The Computer Man, Inc.	Server Maint SSL Certificate - Annual renewal	141.25	3/9/2023
APS030923	60027	3/9/2023	The Computer Man, Inc.	Server Maint SSL Certificate - Annual renewal	141.24	3/9/2023
APS030923	60028	3/9/2023	Wheel - Herald	Development Planner Help Wanted Ad	41.20	3/9/2023
APS031623	60029	3/16/2023	Chandler Co-Op	Chandler Coop February 2023	44.70	3/16/2023
APS031623	60030	3/16/2023	Frontier Communications	Frontier 2-3-23 to 3-3-23	294.92	3/16/2023
APS031623	60030	3/16/2023	Frontier Communications	Frontier 2-3-23 to 3-3-23	547.70	3/16/2023
APS031623	60031	3/16/2023	Jason Nielsen	Jason Nielsen 3-8-23 meeting	50.00	3/16/2023
APS031623	60032	3/16/2023	Murray County Christmas Fund	Murray Cty Christmas Project - Sharon Carroll	25.00	3/16/2023
APS031623	60033	3/16/2023	National Print + Promo	National Print checks and envelopes for SRDC	292.55	3/16/2023
APS031623	60034	3/16/2023	SRDC	Explore SW - SRDC Feb Finance	60.00	3/16/2023
APS031623	60035	3/16/2023	The Computer Man, Inc.	50/50 Split - Server In-House Technical Labor - ...	27.50	3/16/2023
APS031623	60035	3/16/2023	The Computer Man, Inc.	50/50 Split - Server In-House Technical Labor - ...	27.50	3/16/2023
APS031623	60036	3/16/2023	Verizon Wireless	Verizon 2-2-23 to 3-1-23	57.12	3/16/2023
APS032323	60037	3/23/2023	AFLAC	Aflac inv#155947	141.54	3/23/2023
APS032323	60038	3/23/2023	Cardmember Services	Visa 2-15-23 to 3-15-23	2,718.70	3/23/2023
APS032323	60038	3/23/2023	Cardmember Services	Visa 2-15-23 to 3-15-23	9.00	3/23/2023
APS032323	60038	3/23/2023	Cardmember Services	Visa 2-15-23 to 3-15-23	40.00	3/23/2023
APS032323	60038	3/23/2023	Cardmember Services	Visa 2-15-23 to 3-15-23	20.00	3/23/2023
APS032323	60039	3/23/2023	Fleet Services Division	Fleet Services - Feb 2023 Lease Pymt	555.22	3/23/2023
APS032323	60040	3/23/2023	Mike's Plumbing & Heating, Inc.	Mike's Plbg inv#22418 3-1-23	30.00	3/23/2023
APS032323	60040	3/23/2023	Mike's Plumbing & Heating, Inc.	Mike's Plbg inv#22418 3-1-23	45.00	3/23/2023
APS032323	60041	3/23/2023	NCPERS Group Life Ins.	NCPERS Life - April 2023	32.00	3/23/2023
APS032323	60042	3/23/2023	XCEL Energy	Xcel Energy 2-5-23 to 3-7-23	187.68	3/23/2023
APS032323	60042	3/23/2023	XCEL Energy	Xcel Energy 2-5-23 to 3-7-23	270.07	3/23/2023
APS0330232...	60043	3/30/2023	Abila	Abila - multiple clouds 3-26-23 to 4-25-23	615.19	3/30/2023
APS0330232...	60044	3/30/2023	Association of Minnesota Coun...	AMC 2023 Annual Fee - Website Design	500.00	3/30/2023
APS0330232...	60045	3/30/2023	Bluepeak	Bluepeak 3-24-23 to 4-23-23	60.19	3/30/2023
APS0330232...	60045	3/30/2023	Bluepeak	Bluepeak 3-24-23 to 4-23-23	60.19	3/30/2023
APS0330232...	60046	3/30/2023	Fryberger, Buchanan, Smith &...	Fryberger invoice - 2-1-23 to 2-28-23	2,250.00	3/30/2023
APS0330232...	60046	3/30/2023	Fryberger, Buchanan, Smith &...	Fryberger - 1-1-23 to 1-31-23	2,000.00	3/30/2023
APS0330232...	60047	3/30/2023	Marilyn Samuelson	Marilyn Samuelson - March 2023	328.00	3/30/2023
APS0330232...	60047	3/30/2023	Marilyn Samuelson	Marilyn Samuelson - March 2023	472.00	3/30/2023

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register

From 3/1/2023 Through 3/31/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS0330232...	60048	3/30/2023	One Office Solution	One Office inv#506275-0 Paper	79.96	3/30/2023
APS0330232...	60049	3/30/2023	Quill Corporation	Quill inv#31458266 Office supplies and Bath Ti...	36.45	3/30/2023
APS0330232...	60049	3/30/2023	Quill Corporation	Quill inv#31458266 Office supplies and Bath Ti...	82.31	3/30/2023
APS0330232...	60050	3/30/2023	SRDC	Explore SW - Website Development invoice	6,000.00	3/30/2023
APS0330232...	60051	3/30/2023	SRDC	Explore SW - Wix.com reimbursement	234.00	3/30/2023
APS0330232...	60052	3/30/2023	SRDC	SRDC - RMEB - Jan & Feb 2023 Finance	440.00	3/30/2023
APS0330232...	60053	3/30/2023	SRDC	SRDC - RMEB - Jan & Feb 2023 Contracted Serv...	1,822.50	3/30/2023

Report Total

67,192.41

**TREASURER'S REPORT
MONTH END April 30, 2023**

Bank Account Information

INVESTMENTS -General Fund

APY

Bank	Amount	Due Date	Interest Rate
Jackson Federal Savings & Loan-Jackson	101,467.52	01/20/24	4.05%
Currie State Bank-Currie	110,973.63	09/02/23	2.00%
First Independent Bank-Russell	103,687.39	12/05/23	1.50%
Investors Choice - Slayton	100,000.00	08/02/24	4.65%
Minnwest Bank Slayton	100,000.00	08/15/23	2.00%

NOTE: The security deposit for the office building in the amount of \$50,000 is at the Slayton City Clerk's office at an investment rate of .75% . We currently have extra security at Minnwest Bank-Slayton and United Prairie Bank-Jackson to allow deposits above FDIC limits.

TOTAL INVESTMENTS	516,128.54
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ACCOUNTS-Dedicated and Undedicated Funds Program Accounts

4/30/2023

Minnwest Bank South-Slayton	Checking	\$ 3,000.00
Minnwest Bank South-Slayton	Savings	271,994.02
Minnwest Bank South-Slayton	Savings-F & H	12,446.98
First Independent Bank-Russell	Savings	40,475.26
United Prairie Bank-Jackson	Savings	161,095.12
Jackson Federal S&L-Jackson	Savings	149,737.00
TOTAL CASH ACCOUNTS	\$	638,748.38

Approximate Designated Funds-Projects

Regional Cultural Diversity Coalition	\$ (404.27)
MN Rural Broadband Coalition	-
Assigned Funds	(11,296.85)
Committed to: Acquisition of Capital Assets-Equipment	(91,318.26)
Committed to: Acquisition of Capital Assets-Building	(243,151.09)
Committed to: Unemployment Claims	(53,013.00)
Committed to: Employee Retirement Transition	(10,973.00)
Compensated Absences Payable	(56,502.00)
TOTAL DEDICATED FUNDS	\$ (466,658.47)

Total Investments	\$ 516,128.54	313856.35	4/30/2022
Total Cash Accounts	\$ 638,748.38	660889.38	
Total Dedicated Funds	\$ (466,658.47)	(479,712.69)	
TOTAL FUNDS AVAILABLE FOR CASHFLOW (\$ 688,218.45	\$ 495,033.04	

SPECIAL REVENUE ACCOUNTS-NonAdministrative

EDA Planning Funds	\$ 51		
EDA Revolving Loan Funds-(business loans only)	143,603	Total EDA RLF	
Currie State Bank-RLF Savings-(business loans only)	2,576		146,179
C-EDA Revolving Loan Funds-(business loans only)	167,914	PACE Loan Funds	
PACE Funds-(loans only)	100,676		
PACE Funds-SEP-(loans only)	260,607		361,283
PACE Funds-(Electric Companies-funds to pay off loans & admin)	35,023		
PACE (County Funds used to pay down on REED loan) \$88,704	-		
TOTAL SPECIAL FUNDS	\$ 710,450		



Southwest Regional Development Commission

Month End March 2023 Fiscal Year 2023

YTD Comparison % of Budget 66.67

	FY23 Budget	July - September	October - December	January	February	March	January - March	Year to Date	Under / Over Budget	% of Overall Budget	Explanation/Comments
Revenues											
Taxes	417,820	104,454.99	104,454.99	34,818.33	34,818.33	34,818.33	104,454.99	313,364.97	104,455.03	75.0%	Taxes earned to date, payments primarily received in Dec and Jun
Contract for Services	156,696	30,602.53	19,540.35	4,726.70	5,658.50	8,988.18	19,373.38	69,516.26	87,179.74	44.4%	Based on activity earned to date.
MnDOT-Regional	75,000	18,750.00	18,750.00	10,000.00	10,000.00	10,000.00	30,000.00	67,500.00	7,500.00	90.0%	Based on Billings Yearly amt is \$75000
Safe Routes to School	17,550	5,400.00	1,736.00	1,305.00	2,176.39	900.00	4,381.39	11,517.39	6,032.61	65.6%	Grant Earned
Economic Development Adm/C-EDA	70,000	21,245.20	20,369.16	6,550.00	9,594.72	12,240.92	28,385.64	70,000.00	0.00	100.0%	Grant Earned
EDA Trails Grant	140,000	3,370.84	1,568.44	548.59	4,630.58	16,573.05	21,752.22	26,691.50	113,308.50	19.1%	Based on activity earned to date.
RLF Admin	60,000	15,217.00	15,787.53	4,502.00	4,319.93	5,724.47	14,546.40	45,550.93	14,449.07	75.9%	Based on activity earned to date.
CERTs Funds	57,250	15,782.98	12,117.86	2,229.61	3,773.15	4,733.58	10,736.34	38,637.18	18,612.82	67.5%	Based on activity earned to date. - all Certs projects
PACE loan orig/int/misc	19,184	289.00	11,676.93	997.89	91.85	0.00	1,089.74	13,055.67	6,128.33	68.1%	Bank int/loan orig fee mostly received in Dec and June
McKnight Solar Outreach	7,500	3,213.00	3,121.44	0.00	1,165.56	0.00	1,165.56	7,500.00	0.00	100.0%	Budget is spent as of Feb 2023
Interest & Miscellaneous	6,800	0.00	2,344.99	93.07	73.43	1,844.28	2,010.78	4,355.77	2,444.23	64.1%	Bank int/loan orig fee
Total Revenues	1,027,800	218,325.54	211,467.69	65,771.19	76,302.44	95,822.81	237,896.44	667,689.67	360,110.33	65.0%	
33,804											
Expenditures											
Committee Expenses	23,000	3,989.47	7,350.15	1,759.27	3,071.50	4,008.44	8,839.21	20,178.83	2,821.17	87.7%	
Salaries & Fringe	802,417	169,280.94	189,854.63	44,798.58	48,758.73	46,895.83	140,453.14	499,588.71	302,828.29	62.3%	
Travel	30,000	8,379.66	11,836.91	466.98	844.56	730.03	2,041.57	22,258.14	7,741.86	74.2%	
Office Space Costs	40,176	9,387.21	4,719.34	1,086.46	1,112.39	1,025.71	3,224.56	17,331.11	22,844.89	43.1%	
Postage (on hand, not including Hsg Reimb)	4,421	1,353.97	1,131.95	8.99	1,000.00	8.99	1,017.98	3,503.90	917.10	79.3%	
Communications	6,694	2,017.60	1,316.10	443.48	444.50	448.62	1,336.60	4,670.30	2,023.70	69.8%	
Printing/Publication	12,276	3,080.90	662.51	1,068.45	1,328.80	45.78	2,443.03	6,186.44	6,089.56	50.4%	copier/printer too
Insurance	5,145	1,243.80	911.00	0.00	0.00	0.00	0.00	2,154.80	2,990.20	41.9%	Insurance dividend
Supplies	12,250	3,062.40	1,976.66	597.31	565.21	979.94	2,142.46	7,181.52	5,068.48	58.6%	
Program Supply (EDA)	10,580	10,580.00	0.00	0.00	0.00	0.00	0.00	10,580.00	0.00	100.0%	
Computer	25,800	7,828.37	3,146.47	5,984.01	2,040.10	1,176.59	9,200.70	20,175.54	5,624.46	78.2%	
Audits	7,800	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00	0.0%	
Consultant/Contracted Services/Legal	2,500	0.00	0.00	0.00	0.00	60.00	60.00	60.00	2,440.00	2.4%	
Dues/Memberships & Other	5,200	1,000.00	3,000.00	0.00	0.00	0.00	0.00	4,000.00	1,200.00	76.9%	
Financing Fees & Expenses	5,500	902.05	0.00	30.00	60.00	0.00	90.00	992.05	4,507.95	18.0%	
Seed Grants	30,000	588.00	15,000.00	5,000.00	5,000.00	0.00	10,000.00	25,588.00	4,412.00	85.3%	\$588 is City of Jackson (April/May 2022)
Equipment/Building Updates	2,000	0.00	60.00	109.22	91.80	419.91	620.93	680.93	1,319.07	34.0%	
PACE loan interest paid	508	0.00	252.79	0.00	0.00	0.00	0.00	252.79	255.21	49.8%	Paid in December and June **an amt will be in January 2023**
Debt Service:Prin. & Int.	11,633	0.00	7,948.32	0.00	0.00	0.00	0.00	7,948.32	3,684.68	68.3%	Paid in December and June
Building Lease Principal Pymt	20,753	5,125.57	5,159.88	1,733.21	4,031.40	4,049.82	9,814.43	20,099.88	653.12	96.9%	Our portion of lease pymt
Total Expenditures	1,058,653	227,819.94	254,326.71	63,085.96	68,348.99	59,849.66	191,284.61	673,431.26	385,221.74	63.6%	
Revenues Over (Under) Expenditures	-30,853	-9,494.40	-42,859.02	2,685.23	7,953.45	35,973.15	46,611.83	-5,742			

-5,742

Southwest Regional Development Commission Project Review

Agenda Item: 8

Meeting Date: May 11, 2023

Project Name: Elk Creek Solar Project from 80 megawatts (MW) to 160 MW

Project Description:

Elk Creek Solar, LLC, a wholly owned subsidiary of National Grid Renewables Development, LLC, is requesting that the Public Utilities Commission, which issued a Certificate of Need and Site Permit in December 2020 for an 80 MW project, allow them to expand the project to 160 MW. MISO has completed its interconnection review process that will allow Elk Creek to interconnect up to 160 MW of power generation. The original 80 MW project would occupy 976 acres of land. The expansion would occupy approximately 500 more acres in the following locations:

Table 2: Sections added to the Project and to construct an up to 160 MW Project

State	County	Civil Township Name	Township	Range	Sections
MN	Rock	Vienna	103	44	27, 34, 35
MN	Rock	Magnolia	102	44	03

National Grid Renewables anticipates construction to begin in 2024 with completion by the end of 2025.

Staff Notes:

- The April 14 letter from Elk Creek Solar does not mention whether National Grid Renewables has a power purchase agreement in place for this expansion. This point is relevant because the PUC has an agenda item on May 11 regarding the “Matter of the Amended and Restated Elk Creek Solar Energy Purchase Agreement. Should the Commission adjust the cost recovery after the review of prudence of the cancellation of the Elk Creek PPA.”
- For the original 80 MW project the Rock County Board of Commissioners and the City of Luverne wrote to the Minnesota Public Utilities Commission to support this project.
- The original 80 MW project, the developer estimated the project would provide annual production tax revenues to Rock County of approximately \$144,000 annually over 25 years. With a doubling of the project size, that estimate would be around \$288,000 annually over 25 years.

Project Review Time: 1 hour

Income to the SRDC for this Review: \$0

Reviewer: Jason Walker, Development/Energy Planner

Southwest Regional Development Commission Project Review

Agenda Item: 8

Meeting Date: May 11, 2023

Project Name: City of Chandler's Fire Department Equipment—USDA Rural Development

Project Description:

The City of Chandler Fire Department is seeking funding for the purchase of Self-Contained Breathing Apparatus (SCBA). The city will be replacing their outdated SCBAs in order to compile with NFPA standards.

The city submitted an application to USDA Rural Development for \$20,000 to purchase self-contained breathing apparatus. The total project cost is \$72,000

Staff Comments:

- Staff supports Balaton's application for the purchase of SCBA.

Project Review Time: 1 hours

Income to the SRDC for this Review: \$0

Reviewer: Rosemary Bruce-White, Transportation/Land Use Planner

Southwest Regional Development Commission

OVERALL WORK PROGRAM

For

FISCAL YEAR 2024

PROGRAM CATEGORY

Commission Management and Administration

MANAGEMENT AND POLICY ADMINISTRATION OBJECTIVE: To propose, and amend, as necessary, the management policies needed for the efficient administration of the Commission.

Work Elements

1. Conduct at least five (5) Board of Directors, and on alternate months six (6) combined Board/Full Commission meetings annually.
2. Review and approve amendments to the Work Program and budget including the indirect cost plan, as necessary, to reflect unanticipated changes.
3. Review and approve the Annual Report for Fiscal Year 2023 to be submitted to the SRDC constituents by September 1, 2023.
4. Review, propose, and approve policy changes needed as a result of new legislation or audit recommendations.
5. Review the preparation of the next fiscal year Work Program including the budget and approve the final Work Program.
6. Ensure the implementation of the current fiscal year Work Program for the SRDC.
7. Prepare and approve the minutes for the Executive, Budget and Personnel, Board of Directors, and Full Commission meetings.
8. Conduct Board Retreat
9. Implement the SRDC Communications Plan, including expanding SRDC's social media presence and outreach efforts.
10. Review Covid-19 policies and make changes as necessary.

OFFICE ADMINISTRATION OBJECTIVE: To provide administrative support for the operations of the Commission and its management committees and to provide informative reports on Commission activities to local units of government and the general public.

Work Elements

1. Provide administrative managerial support for the operation of the Commission including the following:
 - a) Conduct Pre-Board staff meetings to inform SRDC staff of current activities and management policies as amended and approved by the Board of Directors and the Full Commission.
 - b) Conduct professional staff meetings to ensure coordination between the on-going planning activities of the Commission and a comprehensive planning approach throughout Southwest Minnesota.
 - c) Act as the Commission's agent in contract negotiations with final review by the Board or Full Commission.
 - d) Supervise and/or coordinate the tasks of the SRDC staff members and conduct or assist in employee evaluations.

- e) Coordinate and/or review the preparation of staff activity reports and the annual report to be given to the Legislature.
 - f) Coordinate and/or review the preparation of the Work Program and amendments as necessary.
 - g) Carry out the directives of the Board of Directors and the Full Commission including updating by-laws, operations manual, personnel policies, etc. as needed.
 - h) Provide adequate opportunities for staff training.
 - i) Submit information across all media platforms concerning events or actions of the Board of Directors and the Full Commission.
 - j) Coordinate reviews among SRDC staff of applications for state and federal funding.
 - k) Seek project review comments from affected local governments and interested groups, if requested by the SRDC Board of Directors.
 - l) Submit comments to applicant and funding agencies subsequent to Commission review and file Commission review responses for future reference.
2. Provide financial support for the operations of the Commission including the following:
- a) Gather data, analyze the information, and complete individual contract budgets and the Fiscal Year budget including the Work Program budget and the indirect cost plan, and revise as necessary with the approval of the Budget & Personnel, Board, and Full Commission.
 - b) Compile, review, and enter all financial data.
 - c) Review for accuracy the financial records of the Commission (receipts, payroll, disbursements, general journal, general ledger, and related computer reports).
 - d) Utilize the computer printouts and additional background information to prepare monthly, quarterly, and annual financial reports, the audit report and requests for payment for the grants, contracts, and payroll tax deductions and for the Budget and Personnel, Board and Full Commission.
 - e) Implement financial procedure changes recommended by the auditors, the Board, and/or the Full Commission.
 - f) Prepare and submit to the County Auditors a proposed levy request by September 15, 2023 and a final levy request if changed on or before five working days after December 20, 2023.
 - g) Update depository designations as needed.
3. Provide secretarial and general office administrative support for the operations of the Commission including the following:
- a) Receive, relate messages, and transfer calls to all personnel and distribute the mail.
 - b) Type and/or complete, copy, mail or distribute, and file all written material prepared by SRDC staff members including meeting notices, agendas, minutes, daily correspondence, reports, studies, surveys, newsletters, etc.
 - c) Update all mailing lists, committee rosters, and other resources with the assistance of affected staff members.
 - d) Order all office supplies.
 - e) Schedule and set up meeting facilities and make travel arrangements as delegated.
 - f) Develop and maintain Master Database containing all contact information in MS Access.

PROGRAM CATEGORY

Development

OVERALL OBJECTIVES: SRDC is committed to a continuous process of sustainable development planning and assistance to the Region's customers, primarily local units of government, business, industry, and non-profits. The planning and assistance of sustainable development activities encompasses six major categories within development: CEDS Committee, General Economic Development Assistance, General Development, Local Assistance, Planning and Implementation Tools, and Regional Development. SRDC also provides Transportation Planning Services under an agreement with the Minnesota Department of Transportation. The Work Plan for Transportation is located following the Development Section. SRDC will work with the public and private sectors to provide resource assistance that will enhance development across the Region. Such development activities undertaken by the SRDC shall be consistent with the SRDC's Comprehensive Economic Development Strategy (CEDS).

Work Elements

1. Economic Development

a) CEDS Committee

- 1) Convene the Comprehensive Economic Development Strategy (CEDS) Committee to address development and planning issues in the Region.

b) General Economic Development Assistance. Assist businesses with technical needs relating to financing, infrastructure, and other various development activities.

- 1) Assist local units of government in leveraging and administering a multitude of funding programs for infrastructure repair and replacement related to economic development. Provide outreach to communities throughout the region by working to leverage financial resources from State and Federal programs.
- 2) Monitor legislation for businesses to relocate to Southwest Minnesota, expand, or begin a new venture.
- 3) Provide resources, technical assistance, and networking opportunities as needed to Economic Development Professionals within the region.
- 4) Capitalize and lend funds through the SRDC Revolving Loan Funds.
- 5) Administration and servicing of the SRDC Revolving Loan Funds as directed by the Revolving Loan Fund Committee.
- 6) Administration and servicing of local revolving loan funds under contract.
- 7) Assist businesses in structuring loan packages and leveraging public and private resources.
- 8) Promote and engage in succession planning efforts, and mentoring programs, that fit the needs of Southwest Minnesota.
- 9) Assist with the expansion of childcare services in the region.

2. Regional Planning

a) General Development

- 1) Develop long-term recovery strategies and implement strategies identified. Monitor the data and economic indicators available to examine the impact events have had on the area's economy.
- 2) Conduct/complete plans and studies pertaining to region-wide issues.
- 3) Encourage multi-government or individual governmental units to coordinate and cooperate on development issues.
- 4) Provide staff and analytical support to regional ad hoc committees so identified by the Commission.
- 5) Identify and provide information on legislative issues as they relate to development activities within the region.
- 6) Monitor and review proposed state and federal development regulations and legislative activity affecting Southwest Minnesota.
- 7) Solicit local input and keep local officials informed on critical issues.
- 8) Assist with the development of legislative issues/positions, and the conveyance of those positions to the appropriate parties.
- 9) Act as liaison between local units of government and state and federal regulatory agencies.
- 10) Address water quality and availability in the region.

b) Local Assistance

- 1) Write and administer grants, loans, and contracts for communities.
- 2) Assist communities with Capital Improvement Plans, Surveys, and Analyses.
- 3) Conduct community assessments for communities, townships, and counties which identify needs, and outline specific strategies to meet those needs.
- 4) Provide assistance and support in creating a local knowledge base about opportunity zones.
- 5) Provide resource assistance and information referral to customers of SRDC.
- 6) Assist with Statewide Health Improvement Partnership Community Leadership Teams.
- 7) Provide Assistance and Planning in regards to Active Living.
- 8) Respond to Census data requests to fulfill obligation as a Census Data Center.
- 9) Provide assistance to local units of government in relation to energy issues that affect the region, including electrical transmission lines and energy inputs that affect economic viability (wind-power/bio-fuels/solar/electric vehicle).

c) Planning and Implementation Tools

- 1) Provide Long Range planning strategies for natural and human-caused disasters that occur within the Region.
- 2) Produce Comprehensive Plans, Land Use Plans, Water Plans, Solid Waste Plans, and Active Living Plans.
- 3) Provide assistance with Implementation tools including Zoning Ordinances and Updates..
- 4) Provide staff comment and assistance to local units on a variety of planning documents and tools; including: land management planning, park plans, solid waste plans, water plans, comprehensive plans, land use plans, capital improvement plans, and zoning ordinance development and implementation.
- 5) Provide assistance and support to local units of government to address development issues or projects, including environmental officers, zoning administrators, or city officials.
- 6) Assist local governmental entities non-profits and businesses in the development and maintenance of websites, social media sites, and communication strategies.
- 7) Assist local and regional entities with the development of marketing strategies for the promotion of the region.

d) Regional Development

- 1) Provide staff and analytical support to the Southwest Regional Solid Waste Commission and the Southwest Solid Waste Administrators Association.
- 2) Assist the Southwest Regional Solid Waste Commission and the Southwest Solid Waste Administrators with implementation of the Regional Solid Waste Plan.
- 3) Provide staff and analytical support to the Rural Minnesota Energy Board and the Southwest Clean Energy Resource Team.
- 4) Administer the Rural Minnesota Energy Board Property Assessed Clean Energy (PACE) Program.
- 5) Promote and coordinate energy audits /assessments and/or feasibility studies for businesses and agricultural producers.
- 6) Assist and promote regional recruitment efforts that attract and retain higher skill, higher wage demographics to the region.
- 7) Explore opportunities for regional fire and EMS coordination.
- 8) Conduct facilitated discussions around diversity, equity and inclusion with the Commission
- 9) Conduct the development of a regional trails plan.

e) Covid-19 Pandemic Resiliency Planning

- 1) Implement Regional Resiliency Matrix Goals in response to the pandemic.
- 2) Continue to implement Covid-RLF.

Statewide Planning		\$0.00	0%	\$0.00	\$0.00	\$0.00
This section is for key activities at the state level as identified by the MnDOT RDC liaison through consultation with MnDOT functional areas. <i>Anticipated activities in this area include:</i>						
<ul style="list-style-type: none"> •Participate in MnSHIP (MN State Highway Investment Plan) update process •Assist with public outreach for the State Rail Plan update and participate in advisory steering committees as requested •Provide public engagement assistance for the Greater MN Transit Investment Plan/Greater MN Transit Plan •Participate in engagement/evaluation work tied to bike/ped/SRTS demonstration projects •Involvement with the designation of USBR 20 and review of USBR 41 (North Star Route) and 45 (MRT) as requested •Participate in MnDOT's Office of Transit and Active Transportation trainings via webinar or in-person meetings to increase knowledge, skills, and abilities regarding planning, project implementation and evaluation of walking and bicycling. MnDOT will schedule and distribute information •Assist with airport zoning and comp planning work, and updates to the State Aviation System Plan •Assist with non-motorized data collection/portable counter administration •Continue with involvement in maintenance of the statewide Functional Classification System •Transportation Economic Development (TED) Program assistance (excludes Transportation Economic Development Infrastructure (TEDI) Program) •Assist with outreach for other statewide projects •Representation on statewide work groups and committees •Provide needed support for IJA planning requirements and program implementation •Assist with transportation and sustainability planning efforts related to electric vehicles, climate resilience, and increasing transportation options 						
Regional Planning		\$0.00	0%	\$0.00	\$0.00	\$0.00
This section is for key activities at the regional level as determined cooperatively by the MnDOT District Planner and RDC. <i>Anticipated activities in this area include:</i>						
Content for Regional Planning section is mostly blank in the image						

Conference Attendance			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for key activities related to RDC participation in statewide or regional transportation-related conferences. The total amount changed in this section may not exceed 2% of total contract amount. <i>Anticipated activities in this area include:</i></p> <ul style="list-style-type: none"> • Minnesota Transportation Planner's Conference • Minnesota APA Conference 							
TOTALS	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00
Percent of Total Contract:					0%	0%	0%
Other Transportation Activities			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for other transportation activities the RDC performs that are not covered by the MnDOT Transportation Planning Grant. Please note funding source. <i>Anticipated activities in this area include:</i></p>							

RDC Transportation Planning Grant Agreement Workplan							
Contract Information				Funding Information			
RDC:				MnDOT Contract Funds: \$75,000.00			
Fiscal Year:	2024			RDC Matching Funds: \$13,235.00			
Contract Number:				Total Contract Amount: \$88,235.00			
Activity Type	Dollar Amount Budgeted			Percent of Total Contract	Expenditures Jul 1 to Dec 31 <small>(click for report)</small>	Expenditures Jan 1 to Jun 30 <small>(click for report)</small>	Remaining Budget
	Staff Time	Expenses <small>(e.g. travel, meals, lodging)</small>	Total				
ATP Coordination and Involvement			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for activities associated with the RDCs work related to Minnesota's Area Transportation Partnerships (ATPs). Anticipated activities in this area include:</p> <ul style="list-style-type: none"> ATP and ATP Subcommittee meeting participation and meeting coordination ATIP Development (project selection, preparation, outreach, etc) Transportation Alternative Program Administration (outreach, LOI review, application assistance, project selection, etc): 							
TAC Administration			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for activities associated with administering the RDC's Transportation Advisory Committee. Anticipated activities in this area include:</p> <ul style="list-style-type: none"> TAC and RDC Board meeting, meeting preparation of transportation issues TAC and RDC Board meeting, administration of transportation issues 							
Transportation Planners Meetings			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for activities associated with the standing meetings between MnDOT and the RDC Transportation Planners. Anticipated activities in this area include:</p> <ul style="list-style-type: none"> Transportation Planners meeting participation Transportation Planner meeting coordination as needed 							
Statewide Planning			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for key activities at the state level as identified by the MnDOT RDC liaison through consultation with MnDOT functional areas. Anticipated activities in this area include:</p> <ul style="list-style-type: none"> Participate in MnSHIP (MN State Highway Investment Plan) update process Assist with public outreach for the State Rail Plan update and participate in advisory steering committees as requested Provide public engagement assistance for the Greater MN Transit Investment Plan/Greater MN Transit Plan Participate in engagement/evaluation work tied to bike/ped/SRTS demonstration projects Involvement with the designation of USBR 20 and review of USBR 41 (North Star Route) and 45 (MRT) as requested Participate in MnDOT's Office of Transit and Active Transportation trainings via webinar or in-person meetings to increase knowledge, skills, and abilities regarding planning, project implementation and evaluation of walking and bicycling. MnDOT will schedule and distribute information Assist with airport zoning and comp planning work, and updates to the State Aviation System Plan Assist with non-motorized data collection/portable counter administration Continue with involvement in maintenance of the statewide Functional Classification System Transportation Economic Development (TED) Program assistance (excludes Transportation Economic Development Infrastructure (TEDI) Program) Assist with outreach for other statewide projects Representation on statewide work groups and committees Provide needed support for IJA planning requirements and program implementation 							
Regional Planning			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for key activities at the regional level as determined cooperatively by the MnDOT District Planner and RDC. Anticipated activities in this area include:</p> <ul style="list-style-type: none"> Attend 10-year Capital Highway Investment Plan (CHIP) outreach with counties, cities, and townships Coordination with communities on utility condition for project scoring and project development Regional Trail Program planning, coordination, and outreach Participation in the Towards Zero Deaths initiative Community, Business, Economic Development, and Transportation activities and outreach related to the trunk highway system Participation in the Statewide Health Improvement Partnership and Active Living planning related to transportation and transportation alternatives Fulfill transportation related data requests Reviewing and assisting with project scoping Safe Routes to School planning, application, implementation and information assistance, including deploying parent surveys, etc. for projects being scoped for possible inclusion in STIP update Freight and Passenger Air and Rail Planning for future service District transit planning and coordination Diversity, Equity, and Inclusion engagement efforts and outreach related to transportation Help gather Transportation Alternatives investment data for on-line Story Maps (e.g. pictures on the ground (ideally if it being used), potentially trail counts to show use, etc.) D8 staff & RDC staff quarterly meetings. American's With Disabilities Act meeting preparation, coordination, attendance, assistance, and outreach Regional planning efforts, local planning assistance, and other activities as agreed upon by the District Planner and RDO 							
Conference Attendance			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for key activities related to RDC participation in statewide or regional transportation-related conferences. The total amount changed in this section may not exceed 2% of total contract amount. Anticipated activities in this area include:</p> <ul style="list-style-type: none"> Minnesota Transportation Planner's Conference Minnesota APA Conference 							
TOTALS	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00
Percent of Total Contract:					0%	0%	0%
Other Transportation Activities			\$0.00	0%	\$0.00	\$0.00	\$0.00
<p>This section is for other transportation activities the RDC performs that are not covered by the MnDOT Transportation Planning Grant. Please note funding source. Anticipated activities in this area include:</p> <ul style="list-style-type: none"> Possible Regional Trails Plan through EDA grant. 							

FISCAL YEAR 2024
REVENUES / EXPENDITURES

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FISCAL YEAR 2024

BUDGET

13. Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES

1. General knowledge of government accounting and finance, internal accounting controls and financial analysis of revenues and expenditures.
2. General knowledge of modern office practices and procedures.
3. General knowledge of the organization and operation of SRDC programs and working knowledge of applicable Minnesota Statutes.
4. Ability to plan, organize and perform general financial and accounting activities.
5. Ability to communicate effectively orally and in writing.
6. Ability to establish and maintain effective working relationships with others.
7. Skill in using technology based applications such as spreadsheets, data bases and word processing to enhance work productivity.
8. Must possess good public relations skills.

WORKING CONDITIONS AND ENVIRONMENT

The position has good working conditions in general, but is a diversified job requiring sustained mental effort related to public contacts, organizational issues, planning and technical areas. The individual may encounter moderate emotional strain or tension. There is sustained exposure to sitting and standing. There is continuous exposure to computer keyboards and video screens and moderate exposure to lifting up to 40 pounds.

MINIMUM QUALIFICATIONS

High School Diploma or GED and two years of college level coursework in accounting or business administration required. Two year Accounting Degree preferred. 5 years of accounting experience in a governmental or non-profit setting may be substituted for the educational requirement.

The Computer Man, Inc.

1105 Canoga Park Drive
 Marshall, MN 56258
 Phone (507) 532-7562
 Fax (507) 532-2680
 www.tcmi.com

4/13/2023

Quote # 622048



Quote

business partner



Microsoft Partner



Silver Midmarket Solution Provider

Prepared For

Southwest Regional Development
 Commission
 2401 Broadway Ave.
 Slayton, MN 56172

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
SonicWall TZ470 Network Security/Firewall Appliance 8 Port - 10/100/1000Base-T - 2.5 Gigabit Ethernet - DES, 3DES, MD5, SHA-1, AES (128-bit), AES (192-bit), AES (256-bit) - 8 x RJ-45 - 2 Total Expansion Slots - 3 Year Secure Upgrade Plus - Essential Edition - Desktop, Rack-mountable	1	2,288.00	2,288.00
Network In-house Technical Labor - Migrate previous Sonicwall to new unit	1.5	110.00	165.00

Thank you for your business.

Subtotal	\$2,453.00
Sales Tax (6.875%)	\$0.00
Total	\$2,453.00



ONE SOURCE. ONE SOLUTION.

One Office Solution
1158 Oxford Street
Worthington, MN 56187
P (507) 343-2001

QUOTE

QUOTE NUMBER **Q00233-00**

QUOTE DATE **04 / 13 / 23**

BILL TO ADDRESS		SHIP TO ADDRESS				
SOUTHWEST REGIONAL DEV. COMM SUITE 1 2401 BROADWAY AVE SLAYTON, MN 56172 CUSTOMER PHONE # 507.836.8549		CUSTOMER NUMBER SWREGD	SOUTHWEST REGIONAL DEV. COMM SUITE 1 2401 BROADWAY AVE SLAYTON, MN 56172			
CUSTOMER PURCHASE ORDER	SALESPERSON	TERMS	ROUTE	PAYCODE	ORDER TAKER	
Kathy	TOM KREMER	NET 30	70	QUOTE	82	

ITEM NUMBER	ITEM DESCRIPTION	UM	ORD QTY	SHIP QTY	B/O QTY	SELL PRICE	EXTENDED PRICE
COE7794TNSFBK	NESTING CHAIR WITH ARMS	EA	12		12	220.000	2640.000
ALEEG44B19	CHAIR,EGINO,BIG&TALL,BK	EA	28		28	250.000	7000.000
COEPLT2460MH	RECTANGULAR TOP 60" W 24" D MAHOGANY	EA	17		17	156.000	2652.000
COEPTLF60BK	TRAINIG TABLE T-FLIP TOP TABLE LEG BLACK	EA	17		17	316.000	5372.000
ONEINSTALL	Furniture Installation	EA	1		1	750.000	750.000

THANK YOU FOR YOUR BUSINESS

- SPECIAL ORDER MERCHANDISE IS NOT RETURNABLE
- THIS QUOTE IS VALID FOR 30 DAYS FROM QUOTE DATE
- FURNITURE ORDERS MAY REQUIRE A DEPOSIT

Subtotal	18414.00
Tax	0.00
Total	18414.00

ECONOMIC DEVELOPMENT REPORT

May 2023

CEDS | EDA PLANNING

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)

Our current CEDS can be found at <http://www.swrdc.org/wp-content/uploads/2022/01/CEDS-2022-2027.pdf>. CEDS in MN across the EDA (Economic Development Administration) Economic Development Districts (EDDs) generally follow the format of the Minnesota Association of Development Organizations (MADO) DevelopMN. The latest DevelopMN can be found at <http://www.mnado.org/wp-content/uploads/2019/11/DevelopMN-1.pdf>. The DevelopMN dashboard ([Dashboard - MADO - MN Association of Development Organizations \(mnado.org\)](http://www.mnado.org)) has recently been updated to include the latest data, much from 2022.

The second day of the MADO Energy/Climate and DevelopMN meeting focused on CEDS development, EDA opportunities, MADO Dashboard and DevelopMN. Economic development staff also met briefly to discuss using IMPLAN to access economic data.

EDA investment priorities can be found at <https://eda.gov/about/investment-priorities/>. Priorities include Equity, Recovery & Resilience, Workforce Development, Manufacturing, Technology-Based Economic Development, Environmentally Sustainable Development, and Exports & Foreign Direct Investment.

EDA PLANNING

New EDA Platform for submitting Applications: As of April 6, grants.gov will only be used to find EDA's Notice of Funding Opportunities. EDGE will be used to submit applications. EDGE is currently in beta testing phases now and training sessions will soon be scheduled.

Potential EDA Project TA: Staff has recently been asked to be involved in project idea conversations to discuss EDA opportunities. EDA distress criteria for unemployment and per capita income was provided to each.

- Building Rock County Stronger- 4/27/2023- distress criteria eligibility under Opportunity Zone or under per capita income within their Opportunity Zone census tract
- Redwood Falls CTE Expansion to include Healthcare Center for Excellence- 5/28/23- distress criteria eligible under per income in 5 of Redwood County's census tracts- this project stemmed from attendance at the Workforce Conference in Hutchinson
- City of Jeffers- Meat Locker, housing, and new fire station discussion on 5/4/23
- City of Mountain Lake-Industrial Park expansion discussion on 5/8/23- Department of Employment & Economic Development (DEED) will also be there to present potential programs

Seeking project ideas within FEMA disaster declared counties: Projects within counties identified within current FEMA's disaster declarations are eligible to apply for disaster funding. If coupled with another distress criteria, unemployment, or per capita income to name a few, projects are eligible to receive up to 80% grant funding. Projects must show a direct connection to the disaster. The following are current disaster declarations:

- Severe Storms, winds, tornadoes, flooding- 4666 (Rock, Nobles, Lyon)- May 29/30, 2022

- Severe Storms, winds, tornadoes, flooding- 4658 (Lincoln, Redwood, Cottonwood, Nobles)- May 8-13, 2022
- Minnesota Covid-19 Pandemic- 4531- January 20, 2020, and continuing- ALL
- Minnesota Severe Winter Storm, Straight- line-Winds, and Flooding- 4442- March 12-April 28, 2019- ALL

Career Expo: In 2023, Minnesota West will host the career expo on September 26 and SMSU (Southwest Minnesota State University) will host it on September 27. SRDC (Southwest Regional Development Commission) staff has been involved in the “Career is Right.” These career expos target 10th and 11th grade students.

Childcare Technical Assistance: Staff played an integral role in the submission of the DEED (Department of Employment and Economic Development) Childcare Economic Development grant proposal, due August 30, for a building to house three separate family childcare providers in Hills. The City of Hills was awarded \$120,000 for this project. Currently, obtaining the plumbing permit is causing project delays. A new resource for communities to increase access to childcare is the Wayfinder program. For more information, go to www.childcarewayfinder.org.

Southwest Minnesota Youth Committee: The committee meets in February, May, August, and November. This group gathers members that support career and technical education programs and educate students and parents about local career and training opportunities. The committee will meet next on May 11.

Cultural Diversity Event Sponsorship: The last scholarship available will be given to the 29th Annual International festival being held on July 13-15 for supplies.

Southwest Regional Transportation Coordinating Council (RTCC): The group last met on March 22 and will meet again June 21. SRDC represents economic development on the council. In March, members reviewed the draft Local Human Services Transit Coordination Plan. The public comment period ends April 14. To view the plan, go to <https://www.unitedcapmn.org/wp-content/uploads/2023/03/LHSTCP.pdf>.

Workforce: Since workforce recruitment and retention are among the top areas of concern for employers in this region and MN, below is an opportunity to learn more and be a part of making a positive impact.

- Southwest Minnesota Regional Housing Forum- May 31- 9 a.m. to noon- Contact staff for link.
- Redwood County 2023-2025 Strategic Plan Overview- [RedwoodCountyEDA StrategicPlan ExecSummary 2023-2025 FINAL-2.pdf](#)

REVOLVING LOAN FUND (RLF) REPORT

May 2023

COVID-19 RLF | TRADITIONAL RLF | CONTRACTED RLF | PACE

RLF Committee

The committee consists of five members and meets as needed. The committee covers both the COVID-19 RLF and Traditional RLF. The committee last met on March 8 and approved one C-RLF loan application of \$47,000 to a business in Redwood County. This loan closed April 21.

The April Board of Directors Deep Dive discussion focused on RLF. To get a copy of the PowerPoint presentation, please contact staff.

Interest Rates

Interest rates for SRDC RLFs can never be below the lesser of 4% or 75% of the WSJ (Wall Street Journal) Prime Rate, according to regulations governing RLF awards. Prime Interest Rate, as of May 1, 2023, is 8%.

Application and Checklist: The Application (fillable — same application for both RLF programs) and Requirements Checklist (this is currently being updated to include both SRDC RLF and COVID-19) are online and can be found at <http://www.swrdc.org/economic-development/revolving-loan-funds/>.

COVID-19 RLF (C-RLF)

Funds Available: Funds on hand are in the approximate amount of \$167,914.22 (as of 4/30/2023). These funds will remain federalized until seven years have passed.

Traditional RLF

Funds Available: Funds on hand are in the approximate amount of \$143,602.78 (as of 4/30/2023).

RLF Success Stories

To promote RLF programs, success stories can now be found at <http://www.swrdc.org/economic-development/revolving-loan-funds/rlf-business-spotlights/>.

RLF Site Visits

Three annual site visits have been scheduled on May 16. Staff strive to meet with RLF loan clients annually.

SRDC Staff Led Training Sessions

Staff will facilitate the CDFA session, RLF Managements, during their RLF Course on May 1.

Contracted RLFs

Staff continues to assist inquiries made regarding business start-ups, retentions, expansions, and financing. Staff assists with three additional revolving loan fund programs within the region.

1. Jackson County RLF: JCRLF currently has five active loans. After the two recent committee recommended, and county commissioner approved, loans, there will be seven active loans. Recent

committee meetings have been March 8 and April 12 and recent commissioner meetings have been March 21 and April 18.

There are minimal funds available for businesses in Jackson County with gap financing needs; however, Jackson County commissioners have directed the committee to continue to seek out projects.

An orientation for new members (2), will be scheduled in early June.

2. Heron Lake RLF: HLRLF focuses on economic development within a 20-mile radius of Heron Lake. These are Community Development Block Grant (CDBG) funds. SRDC continues to assist them with GMS entry and amortization schedules as requested. There are funds available for businesses in their service area that have gap financing needs. SRDC staff assisted Heron Lake Mini Mart and Catering with a SNAP application that was recently approved.
3. Falcon Development Corporation (FDC): Information on FDC can be found online at <https://www.swrdc.org/revolving-loan-funds/>. FDC focuses on economic development improvements within a 30-mile radius of Heron Lake. These funds are de-federalized; therefore, Davis Bacon does not apply to construction projects. Interest rates can now be as low as 75% of prime. The FDC Board now has 7 members, which is the maximum.

Property Assessed Clean Energy (PACE)

Funds Available: Funds are currently available in the approximate amount of PACE SEP, \$160,607.26 (this accounts for the loan not yet closed in the amount of \$99,789 for a boiler replacement in Freeborn County), and PACE ARRA, \$100,675.77.

PACE Committee: The committee meets as needed, often in conjunction with RMEB (Rural Minnesota Energy Board) meeting dates. PACE 101 was included on the March 27 RMEB agenda. Committee members are Metz, Wildermuth, Wachal, VanDeVere and Paap. Interest rates for new projects are set at 3% under Prime, with a floor of 3%.

C-PACE Statewide Discussions: Staff has been involved in discussions with the MN Department of Commerce as they work on expanding the reach of commercial PACE programs in MN. RDCs (Regional Development Commission) will be eligible to apply under an RFP (Request for Proposals) as soon as Spring 2023. It is unclear if SRDC will be eligible to apply since PACE is already active here.

General Information: PACE is available to property owners of small businesses, including agri-businesses and some non-profits based on usage. Please help spread the word about PACE to property owners looking to make improvements that lower their energy usage.

Staff will be presenting in Edgerton at their Chamber meeting on May 2. If you have groups in your area that would benefit from hearing about PACE, please contact Robin.

Energy Audits: Energy assessments/audits are informational to property owners and may be the start to cost saving energy improvements. MN DOC is working on increasing access to energy auditors. Contractor estimates and the energy assessment/audit are the two first steps to PACE financing.

The PACE application that includes a checklist can be found at <http://rmeb.org/pace.htm>.

If you have questions about the RLF, PACE, or about energy audits, please contact Robin Weis, Deputy Director, at 507-836-1638 or via email at robin@swrdc.org.

PHYSICAL DEVELOPMENT REPORT

May 2023

ENERGY | LAND USE, PLANNING & ZONING | SOLID WASTE & NATURAL RESOURCES

ENERGY

Rural Minnesota Energy Board (RMEB): The board met on March 27. They heard a presentation from Xcel about the Sherco line that would run to Lyon County and were able to ask questions about current transmission constraints and progress on approved projects. Many of the counties have seen improvements in production tax revenue this fiscal year over last year. The next meeting will be on May 22.

Midcontinent Independent System Operator Cities and Communities Coalition (MISOCCC): On behalf of the RMEB, staff continue to work with this group to advocate for transmission projects and improved regulatory and modeling processes and policies within MISO to accelerate the development of large-scale wind, solar and battery storage projects. The RMEB plans to serve in an educational/outreach capacity in a Grid Resilience and Improvement Partnerships (GRIP) grant proposal that the Great Plains Institute helped write for the Minnesota Department of Commerce. Should they be successful, this money will help to process of building projects in the MISO-SPP Joint Targeted Interconnection Queue (JTIQ) that have the potential to add over 30 gigawatts (GW) of renewable energy in the coming years.

Energy Foundation Grant with Region 5: Staff facilitated and assisted with a two-day MADO workshop on April 10 and 11 in St. Cloud with an energy and EDA focus (see CEDS report above for more detail). Staff is working with members of CERTs to write an Energizing Rural Communities prize grants for \$100,000 from the Department of Energy. They are pursuing the partnership track to assist tribal colleges and tribal members with “growing their own” for solar installations and other clean energy projects.

Another grant opportunity that staff is pursuing, in partnership with the Great Plains Institute, is a Charging and Fueling Infrastructure (CFI) grant from the federal Department of Transportation to build electric vehicle charging infrastructure in the region.

Clean Energy Resource Teams (CERTs):

Sustainability Planning – Comfrey: SRDC is looking to provide high level technical assistance and facilitation for planning beginning this spring in partnership with Region 9. In March Region Nine Development Commission was selected for a Planning Grant for Stormwater, Wastewater, and Community Resilience award in the amount of \$10,537.50 to do this project.

Hydrogen Hub: For events, staff are in discussion with the West Central Region to create a virtual workshop on hydrogen opportunities in Minnesota in partnership with the University of Minnesota West Central Research and Outreach Center in Morris. The event would be a combination of a virtual meeting and a tour of their facilities in Morris. The tentative plan is to host this event in October 2023.

World Mart – Deeping Impact Grant: Staff assisted with presenting the World Mart solar/battery and outreach project to the RSDP selection committee on May 4. If successful, the food truck would complete installation of batteries and solar panels on the food truck, and Nathalie would have educational events and resources to do clean energy outreach and assist other food truck vendors with transitioning to cleaner, more efficient business practices.

Solar for Schools: On Monday, May 15 at the Marshall School Board meeting Pete Lindstrom from CERTs will do a short presentation to the board congratulating them on being one of the first schools to receive the grant and complete their solar installation. He will include information about energy and cost savings and the

educational component of the program. Those present will take a short tour to see some of the panels at the schools.

Solid Waste & Natural Resources

Solid Waste Commission: The Solid Waste Commission met March 27 and is scheduled to meet again May 22. Solid Waste Commission Staffing duties are transitioning to Kim Murphy with the goal of having her completely take over after the May meeting.

Due to the length and severity of this winter, the Department of Natural Resources (DNR) is estimating 60%-80% fish die-off with clusters being the most severe in Murry, Cottonwood, Nobles, Lyon and Martin Counties. These events are estimated to occur mid-late April. This is comparable to a previous event in 2013. Some methods of disposal were discussed, including the possibility of integrating the waste into fields as a fertilizer. This practice was discouraged by the Commissioners due to fish bones piercing the tires of farm equipment.

At this time, the Minnesota Pollution Control Agency (MPCA) is working with the DNR on how to handle fish collection and disposal. It is anticipated that collection of the fish will be led by local efforts and MPCA will assist with disposal.

For assistance with disposal, contact Chris Green at chris.green@state.mn.us or Heidi Ringhofer at Heidi.Ringhofer@state.mn.us.

Solid Waste Regional Plan: Solid Waste Administrators have been meeting with the Minnesota Pollution Control Agency (MPCA) regarding the upcoming plan, and the contents required. Staff met with the Solid Waste Administrators Chair, and Vice Chair in February to go over these details, and responsibilities between staff and the Administrators.

All counties in Minnesota must submit a solid waste plan to receive SCORE funds and apply for additional grants from the MPCA. Doing this as an 11-county Joint Powers Agreement not only decreases individual county costs, but helps pull together resources, and arrange materials exchange for counties in the Southwest Minnesota Solid Waste Commission.

There are several issues and topics that will be addressed in the plan. This includes support for 100% SCORE funding to counties for Solid Waste and Recycling activities, staff constraints on individual counties, Construction and Demolitions landfill capacity and the need for financial support from the state, and the education of the public and policymakers on the importance of sanitation services as a foundation for public health.

Over the next couple of months staff will be working on the demographic profile of the Southwest Minnesota Solid Waste Commission region which includes the counties of Cottonwood, Jackson, Lac Qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone, Renville, Rock, Redwood, and Yellow Medicine.

COMMUNITY DEVELOPMENT REPORT

May 2023

LOCAL ASSISTANCE | COMMUNITY PLANNING | COMMUNICATIONS

LOCAL ASSISTANCE

Friends of the Casey Jones State Trail: Recent work with the Friends has included review and recommendations of newspaper articles and communications/crisis communications guidance. The next Friends meeting is upcoming in May (date TBD).

Explore SW Minnesota: The group last met on March 29 to review the draft website, Facebook content, and discuss 2024 County requests. The website was officially launched May 1. Updates will be completed on a quarterly basis, with new content due June 1, September 1, December 1, and March 1. Staff also manages the Explore SW MN Facebook page and collects content from counties on a monthly basis. If you know someone interested in promoting tourism in your county, please connect them with staff. Staff will now begin the development of a tear-off tourism map of the region. Staff will also be meeting with county boards (as requested) this spring/summer to answer questions about Explore SW MN, review the new website and work plans, etc. If your county board is interested in a presentation, please let Jessica know. The next Explore SW MN meeting will take place May 9 at 2pm at the SRDC office (zoom available).

COMMUNITY PLANNING & ACTIVITIES

RSDP Resilient Communities Workgroup: This group meets quarterly. The last meeting was held April 28 and included two project presentations that were considered for funding.

Intro to Civic Arts Public Session: Staff attended the Introduction to Civic Arts Workshop and Networking Event held May 10 in Marshall. The workshop was put on by the Department of Public Transformation (DoPT), in partnership with Southwest Minnesota Regional Arts Council (SMAC). This workshop was for artists and municipalities interested in learning more about the role of artists working in the civic realm in rural communities. The City of Tracy was one of three cities in the area to recently complete a Civic Arts training through DoPT and SMAC.

SRDC COMMUNICATIONS

Newsletter: The next issue of the newsletter is upcoming in June. A Regional Trails Newsletter was also started and the next issue will be published in May. If there is information that you would like shared in the SRDC newsletter, please reach out to staff. An archive of SRDC newsletters can be found at: <https://www.swrdc.org/category/newsletter-archive/>.

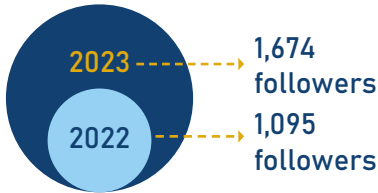
SRDC Website: Commissioners are asked to please review the "Commissioner Resources" page on the SRDC website and let Jessica know of information that you would like to see available.

Communications Plan: It's recommended that during FY2023 that the organization review strategies and goals and develop the next three years of goals and strategies for FY2024-2026.

If you have questions about the Communications Report, please contact Jessica Welu, Communications Specialist, at 507-836-1644 or via email at jessicaw@swrdc.org.



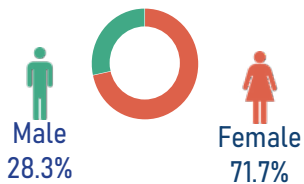
Facebook Fan Growth



Social Media Goals for 2022 – 2023

- ✓ Increase the number of followers and their level of engagement 15% over the next twelve months.
- ✓ Increase the frequency and depth of Facebook posts each month for a post rate of at least twelve posts per month.

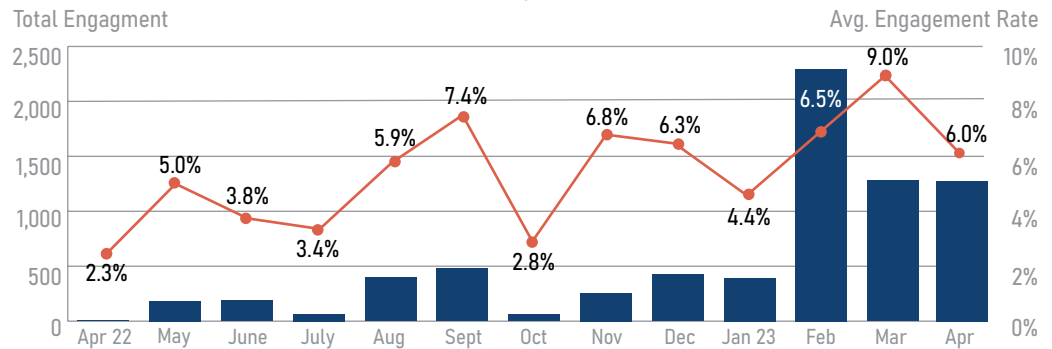
Follower Demographics



Top Age Groups:

1. 35-44 year olds
2. 45-54 year olds
3. 55-64 year olds

Monthly Facebook Engagement



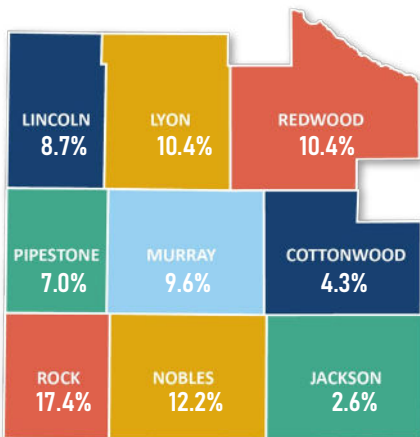
*Low Engagement = 0-2% Average Engagement = 2-5% Good Engagement = 5-9% Excellent Engagement = 10%+

Average reach per post increased from 212 in April 2022 to 1,012 in April 2023.

Total Post Comments: 260 | Total Post Likes: 2,921 | Total Post Shares: 466 | Total Post Clicks: 3,521

Posts

115*
Total Posts in 12 Months



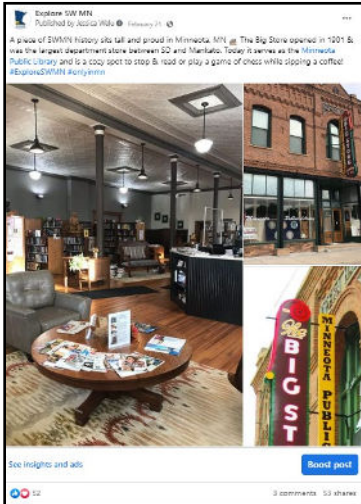
Regional Posts = 15.7%
Original Posts = 87.0%

Recommended Social Media Goals for 2023 – 2024

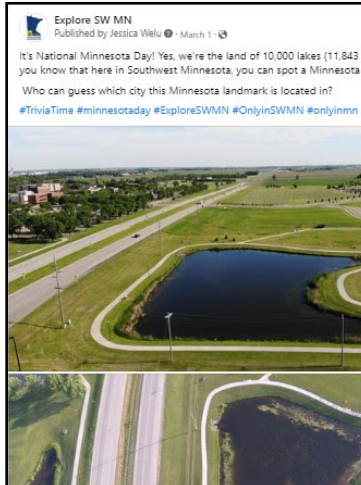
1. Between 2022 and 2023, the number of followers increased by 52.9%. Over the next twelve months, increase the number of followers by an additional 20%.
2. Increase the average level of engagement from 5.4% to 6.4% by April 2024.
3. Begin measuring the percentage of Facebook referrals to the new Explore SW MN website (launching May 1, 2023).
4. Increase the frequency of Facebook posts per county each month for a monthly post rate of one post per county per month and three regional posts per month.
5. Develop an Instagram platform and social media plan to better engagement with a younger demographic.

*Post goals would have accounted for each county having 8.3% of posts for the year and regional posts accounting for 25.3% of yearly posts.

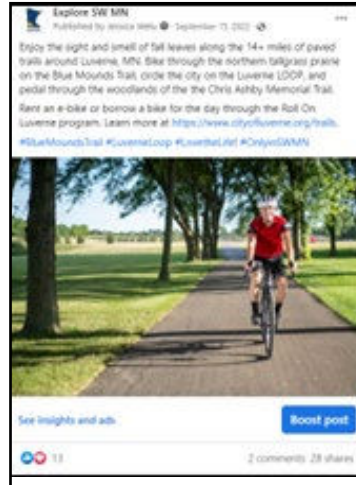
Top Facebook Posts



Reach: 26,600
Engagement: 827



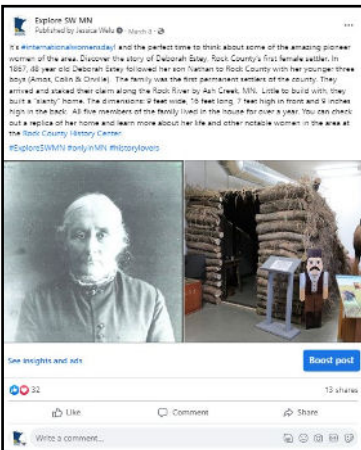
Reach: 3,913
Engagement: 612



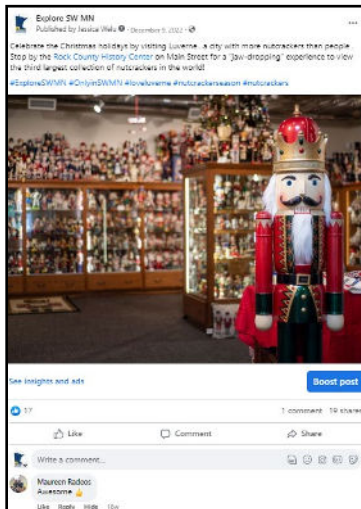
Reach: 4,243
Engagement: 374



Reach: 4,869
Engagement: 366



Reach: 3,192
Engagement: 351



Reach: 3,954
Engagement: 335



Reach: 6,340
Engagement: 324



Reach: 4,219
Engagement: 317

TRANSPORTATION REPORT

May 2023

TRANSPORTATION COMMITTEE | ATPs | TRANSPORTATION PLANNING | ACTIVE LIVING & SRTS

TRANSPORTATION ADVISORY COMMITTEE (TAC)

The Southwest Regional Development Commission's Transportation Advisory Committee met March 29. During this meeting staff presented the committee with the FY24 workplan for the MnDOT (Minnesota Department of Transportation) planning grant. The committee voted to approve the workplan as presented. Then the public meeting started with MnDOT districts 7 & 8 presenting their Area Transportation Improvement Plans from 2024-2027.

The TAC (TRANSPORTATION ADVISORY COMMITTEE) will be meeting again this June or July for their annual meeting. Staff has reached out to both districts for potential meeting dates/times. During this meeting city and county engineers are invited to share their current and future roadway construction projects. MnDOT districts will also be presenting their long term planned projects for the years 2028-2032. Once a date is solidified, staff will reach out to county engineers and request construction/ 5-year plans for those who cannot make it to the meeting.

For information on MnDOT construction projects and plans contact Rosemary Bruce-White.

AREAS TRANSPORTATION PARTNERSHIPS (ATP)

Carbon Reduction Program: Carbon Reduction Program (CRP) provides federal funding to reduce carbon from transportation sources. These funds are made available through the Infrastructure Investment Jobs Act and distributed through the MnDOTs planning districts. Funds were announced in January 2023 and applications were due the following February. Solicitation for this round of funding was cut short due to the Federal requirement to have funds programmed by the end of FY23. The District 8 subcommittee met March 31 to rank proposed project for CRP funding.

Redwood Falls applied for two EV charging stations to be installed at the Redwood County Highway Department adjacent to the future Kwik Trip site. The total project cost in 2024 dollars is \$400,000 and includes a local match of 74,320. The CRP funded the remaining \$325,680.

MnDOT District 8 applied for a snow fence project to install snow fences at three locations along MN 14, MN 19, and MN 4. The total project cost in 2024 dollars is \$1,100,000 and includes a local match of 695,680. The CRP funded the remaining \$404,320.

Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT): The PROTECT program is a program from the Infrastructure Investment and Jobs Act (IIJA) that is aimed at increasing the resiliency of local federal aid road systems from natural disasters, and weather events such as flooding. Some examples include but are not limited to shoulder protection (in slope etc.) riprap by bridges, culvert replacements/lining/upsizing, ditch cleaning, drainage tiles, etc.

To leverage more funding for larger projects MnDOT district 8 is choosing to combine both their FY 2024 and FY 2025 funds. This way applicants will be competing for 1,000,000 for projects to be completed in FY 2025. Applications are due May 5. The subcommittee will be meeting to score these applications May 19th.

MnDOT District 7 will be distributing funds for projects to be completed in both FY2024 and 2025. There will be \$700,000 available each year. Applicants are required to fill out an LOI and applications for FY 2024 funds are due May 19.

LOCAL HUMAN SERVICES PUBLIC TRANSIT COORDINATION PLAN (LHSPTCP)

Staff presented the initial strategies for the updated Local Human Services Public Transit Coordination Plan (LHSPTCP) to the Rural Transit Coordination Council (RTCC) on September 21. Feedback received from the council was used to create action steps that will be incorporated in the implementation grant cycle of the RTCC. The draft LHSPTCP was given to MNDOT for review in December and staff met with MnDOT January 19 to discuss MNDOTs corrections/comment. At the time of this report being written, staff has not been informed on the RTCCs (Rural Transit Coordination Council) adoption of the plan.

TRANSPORTATION PLANNING

Portable Counter Borrowing Program: MnDOT has portable counters that are freely available to partner agencies such as cities, counties, MPOs, RDCs, and active transportation advocacy groups. These counters help collect important pedestrian traffic data that can be used to plan projects, apply for funding, and much more. Counters are available through each MnDOT District Office and can be reserved online. More information can be found at <https://www.dot.state.mn.us/bike-ped-counting/borrow.html>.

ACTIVE LIVING & SAFE ROUTES TO SCHOOL (SRTS)

Safe Routes to School (SRTS) Planning: Staff held the final planning meeting in Tracy on May 3 at city hall. Participants reviewed the draft of the plan and discussed steps for implementation, keeping the momentum and the additional \$5,000 they received for installing bike racks and fix-it stations at the three schools.

SRTS Boost Grant Solicitations: These are non-infrastructure grants in the amount of \$5,000 to \$50,000. Applications must be submitted online by 5 p.m. on Wednesday, May 17, 2023. Our new planner has been reaching out to all the schools in the region to gauge interest and offer SRDC assistance with applying. Thus far, Red Rock Central and Edgerton have expressed interest.

REGIONAL TRAILS PLANNING

The latest Regional Trails Workgroup meeting took place April 27. At that meeting, staff talked to workgroup members about outreach plans, the future of workgroup meetings, and requested volunteers to assist with intercept surveys in the nine counties between May 19-September 24, 2023. Five workgroup members volunteered and will assist in covering the Jackson area, Worthington area, Pipestone area, and Marshall area. If you are interested in volunteering, please contact Jason, Jessica, or Rosemary. There is room for a total of 12 volunteers.

The next trails newsletter will be published in May and will include a request for volunteers. If your community has updates on trail development or enhancements, please let staff know so that it can be included in the planning.

Counters have been secured for the beginning of June to do a Counters in Every County campaign. During this campaign, there will be at least one counter placed along a trail/walking/biking route in each of the nine counties for a two-week period. We are coordinating our efforts with MnDOT District 7 & 8 counters and local partners to place counters and collect data. This data will be used in the plan and for our local partners to be able to show user numbers. This campaign aligns with National Trails Day on June 3. Counters will be placed early in Luverne to combine efforts with Luverne's first "Tour De Loop" bike ride event on June 1.

Staff is currently working on spring-fall outreach plans. These plans include the development of intercept surveys to be used on trails throughout the region, the development of a tourism survey which we will partner with local chambers and businesses/tourist destinations, campgrounds, and lodging locations on, event participation plans, focus groups, media outreach, and more. This fall, staff will contact the eight county boards participating in the project to update efforts. The second EDA trails report was submitted April 26.

Funding Partners: Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles, Pipestone, and Rock Counties, and the Cities of Wabasso, Lamberton, Walnut Grove, and Revere.

DEPUTY/ EXECUTIVE DIRECTOR REPORT

May 2023

DEPUTY DIRECTOR'S REPORT

Interviews are complete, employment offers have been accepted, and positions are filled for the following positions: SRDC Finance Director and SRDC Development Planner I. Please welcome Melissa Nelson as our SRDC Finance Director and Kimberly (Kim) Murphy as our Development Planner I. Currently, there is an open position for an accounting specialist. Applications and resumes received on or before May 12 will receive priority consideration.

Weis participated in MADO Executive Director calls and meetings during SRDC Executive Director's medical leave. Their quarterly in-person meeting took place on March 29-30 with a RDO benefits comparison presentation, presentation from MN DOC (Department of Commerce) and SPPA on PACE, planning for the April 11 MADO staff gathering, natural resources trust fund presentation by Don Hickman, and cooperative projects. There was a presentation by Bent Paddle Brewery during an evening session. Their next quarterly in-person is scheduled June 13-14 in Bemidji.

The Awards Committee recently met. The committee reviewed four projects and has a project to recommend for consideration. At the Annual Meeting in July, a Program of the Year award will be presented.

Upcoming topics at Board of Directors and Full Commission meetings:

- May Full Commission: Workforce by Carrie Bendix
- June Board of Directors: Campground Survey Project Deep Dive

Much of the SRDC Executive Director signature authority has been shared with SRDC Deputy Director over the past several months.

Two letters of support have recently been written. United Community Action Partnership (UCAP) requested a broad support letter for continuation of the RTCC. Southwest Minnesota Opportunity Council (SMOC) requested a letter of support to add two propane fueled vehicles to their fleet.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trusty returned to work part-time working from home on April 17th and back to full time on May 2nd.

Trusty and Weis met with the Department of Commerce to discuss the finer points of the expansion of PACE lending to the other RDOs (Regional Development Organizations) in Minnesota and responding to the anticipated RFP.

Trusty participated in the LYFT Advisory Committee meeting. The legislative update anticipates at least \$3 million in funding, with the possibility of \$5 million for the program.

Trusty also participated in the MADDO Zoom call at the end of April. As Robin mentioned, the MADDO Executive Directors meet via Zoom or conference call monthly on the 4th Monday. Arrowhead Director Andy Hubley organized the call. The Directors debriefed on the April meetings, continues discussions on the RFP that will be coming from the Minnesota Department of Commerce for PACE programming.

We continue to participate with Great Plains Institute, the Department of Commerce, and the other regional development organizations in the discussions about expansion of PACE lending to regional development organizations statewide. Currently, the SRDC and the St. Paul Port Authority provide those services, the SRDC limits the program to \$100,000 or less and it must be in the RMEB footprint, while the Port Authority is free to operate state-wide, but prefers larger projects

Many of the long-time Commissioners will remember Janet Schaeffer from the Southwest Minnesota Housing Partnership. Janet worked for the SRDC for many years before moving over to the Housing side of the building. She is retiring from the Housing Partnership in May, and we wish her all the best in her retirement!



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