



FULL COMMISSION MEETING

Thursday, September 14, 2023

3:30 p.m.

Multi-Purpose Center (Senior Center)

112 Main Street, Lakefield, MN



July 13, 2023, Annual Meeting, Lower Sioux Indian Community

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
Leah Bittner	Redwood County Municipalities
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
Ron Kottke	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*
Scott McClure	Jackson County Commissioners
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

Thursday, September 14, 2023
 3:30 pm

Multi-Purpose Center (Senior Center)
 112 Main Street, Lakefield, MN

AGENDA

<u>#</u>	<u>Time</u>		<u>Page</u>
1	3:30pm	Call to Order & Pledge of Allegiance	
2	3:32pm	Introductions	
4	3:35pm	Additions to and Approval of Agenda Action Needed: Approve Agenda	2-4
5	3:36pm	Commissioner Appointments <ul style="list-style-type: none"> • Appointment of Ronald Kottke representing Cottonwood County Townships • Appointment of Scott McClure to replace Don Wachal representing Jackson County Commissioners • Appointment of Leah Bittner representing Redwood County Municipalities Action Needed: Approve Commissioner Appointments	
5	3:40pm	Consent Agenda Items <ul style="list-style-type: none"> • July 13, 2023 FC Meeting Minutes • June 2023 Receipts & Expenditures Report • July 2023 Receipts & Expenditures Report • SW MN Housing Partnership 2024 Contract • Southwest Health & Human Services Contract Addendum • Region Five Development Commission – North Central Regional Food Business Center Contract Action Needed: Approve of Consent Agenda Items	5-9 10-15 16-20 21-24 25-26 27-32
6	3:50pm	Finance Reports — <i>Treasurer Peterson & Finance Director Nelson</i> <ul style="list-style-type: none"> • Treasurer’s Report, including bank accounts & investments • Administrative Report through June 2023 • Administrative Report through July 2023 Action Needed: Approval of Treasurer’s Report Action Needed: Approval of Administrative Reports	33 34 35
7	4:00pm	Project Reviews — <i>Development Planner Murphy</i> <ul style="list-style-type: none"> • City of Alpha Project • City of Edgerton Project • City of Okabena Project • City of Russell Project Action Needed: Accept Project Reviews	36 37 38 39

Committee & Staff Reports

- 8 4:05pm **Budget & Personnel Committee Report**—*Committee Chair Peterson & Executive Director Trusty*
- New Hire Update – *Executive Director Trusty*
 - Betty Clouser from Fulda is our new Administrative Assistant She is a former Accountant with Murray County and the Murray County Hospital who is retired and looking for something to keep her busy.
 - Sheila Crowley from Fulda is our new Communications Specialist. She comes to us from the Murray County News, where she has put the paper together including writing the articles and taking the pictures for the last 40 years.
 - Nadya Bucklin from Mountain Lake is our new Development Planner. She has a masters from the Humphrey Institute at the U of M and has traveled extensively, teaching English in Russia and has much experience doing development work in Bolivia and Ghana as well as the Cities.
 - Chris Webb from Marshall is our Transportation Planner. He is the former City Administrator for the City of Clarkfield and has an MBA from SMSU.
 - Current Employee Update (Probation Periods Ending) – *Executive Director Trusty*
- Action Needed: Approve Committee Recommendations**
- 9 4:15pm **Audit Committee Report**—*Committee Chair Peterson & Finance Director Nelson*
- The 2022 audit is in progress
- 10 4:16pm **Deep Dive: Strategic Plan** - *Executive Director Trusty*
- 11 4:25pm **Economic Development Report**—*Executive Director Trusty* 40-41
- 12 4:30pm **Revolving Loan Funds Report**—*Committee Chair Byrnes & Executive Director Trusty* 42-43
- 13 4:35pm **Physical Development Report**—*Community Development Planner Walker* 44-46
- 14 4:40pm **Community Development Report**—*Community Development Planner-Walker & Development Planner Murphy* 47-48
- 15 4:45pm **Transportation Report**—*Committee Chair VanDeVere & Community Development Planner-Walker* 49-51
- 16 4:50pm **Executive Director’s Report**—*Executive Director Trusty* 52

- 17 5:00pm **Chairman's Report**—*Chairman Langseth*
- 18 5:10pm **Reports from SRDC Commissioners Representing Local Units of Government & Public Interest Groups**
- Donna Gravley, Cottonwood Co Commissions
 - Lori Grant, Lyon County Townships
 - Carrie Bendix, SW MN Private Industry Council
- 19 5:25pm **Unfinished Business/Other Issues**
- 20 5:30pm **New Business**
- Change the November Full Commission Meeting from November 9, 2023, to November 16, 2023. (Conflicts with NADO Conference)
- 21 5:35pm **Announcements**
- SRDC Board of Directors Meeting: Thursday, October 12, 2023, at 3:30 p.m. at the SRDC Office.
 - SRDC Full Commission Meeting: Thursday, November 9, 2023, at 3:30 pm location TBD.
 - SRDC Office is closed on November 10, 2023, in observance of Veterans Day.
 - SRDC Office is closed November 23 & 24 in observation of Thanksgiving & Columbus Day.
 - SRDC Board of Directors Meeting: Thursday, December 14, 2023 at 3:30pm at the SRDC Office.
- 22 5:40pm **Adjourn**

MEMBERS PRESENT: Chairman Paul Langseth, Commissioners Carrie Bendix, Kristie Blankenship, Miron Carney, Pam Cooreman, Elliot Christensen, Bill Crowley, Lori Grant, Donna Gravley, Mark Haberman, Eric Hartman, Steve Kellen, Dennis Klingbile, Tiffany Lesmeister-Knott, Jeff Moen, See Moua-Leske, Richard Peterson, Jenny Quade, Stephen Schnieder, Sherri Thompson, Mic VanDeVere, Bob VanHee, Rick VonHoldt, Dennis Welgraven, Justine Wettschreck

MEMBERS ABSENT: Commissioners Rick Anderson (excused), JoEllen Benson (excused), Bob Byrnes (excused), Dan Delaney, Keith Elbers (excused), Chris Hollingsworth (excused), Bob Paplow (excused), Wally Slinger, Don Wachal (excused), and Beth Wilms (excused)

STAFF PRESENT: Executive Director Jay Trusty, Jodi Klein, Kim Murphy, Kathy Schreiber, Robin Weis, and Jason Walker

CALL TO ORDER

Chairman Paul Langseth called the business meeting to order at 1:03 p.m., followed by the Pledge of Allegiance and introductions.

AGENDA ADDITIONS/APPROVAL

M/S/P Motion made by Commissioner Van Hee and seconded by Commissioner Hartman to approve the agenda as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

CONSENT AGENDA

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner Peterson to approve the May 2023 Receipts and Expenditures Report, May 11, 2023 Full Commission Meeting Minutes and the June 8, 2023 Board of Directors Meeting Minutes. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

FINANCE REPORT

Treasurer 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 Welgraven and seconded by Commissioner Hartman to approve the Treasurer's Report as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Executive Director Trusty went over the Administrative Report through the end of May 2023 and pointed out some line items. There were no questions.

M/S/P Motion made by Commissioner Carney and seconded by Commissioner Crowley to approve the Administrative Report as provided. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

RESULTS OF FY2024 PUBLIC HEARING

Chairman Langseth reported that the Public Hearing on the SRDC's FY2024 Budget was held before today's meeting with no comments being heard. Chairman Langseth requested Commissioner questions and comments on the FY2024 Budget. There were no questions or comments.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Schnieder to accept the Public Hearing Results as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

COMMITTEE AND STAFF REPORTS

A. Budget & Personnel Committee Report

Commissioner Peterson recommended approval of advertising and hiring 3.5 FTE staff.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Hartman to approve advertising and hiring of 3.5 FTE staff. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Executive Director Trusty reviewed the job descriptions for the Administrative Assistant, Communications Specialist, Development Planner, and Transportation/Land Use Planner.

M/S/P Motion made by Commissioner Van Hee and seconded by Commissioner Hartman to approve job descriptions as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Commissioner Peterson recommended approval of the job description for the Community Development Director and the promoting Jason Walker to Community Development Director.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner VanDeVere to approve the Community Development Director job description and promoting Jason Walker to fill that position. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

ADJOURNMENT

Chairman Langseth adjourned the business meeting at 1:18 p.m. Staff and Guests then toured the Lower Sioux Incubator building and had refreshments. The Annual Meeting will begin at 3:00 p.m.

SRDC ANNUAL MEETING

MEMBERS PRESENT: Chairman Paul Langseth, Commissioners Carrie Bendix, Kristie Blankenship, Miron Carney, Pam Cooreman, Elliot Christensen, Bill Crowley, Lori Grant, Donna Gravley, Mark Haberman, Eric Hartman, Steve Kellen, Dennis Klingbile, Tiffany Lesmeister-Knott, Jeff Moen, See Moua-Leske, Richard Peterson, Jenny Quade, Stephen Schnieder, Sherri Thompson, Mic VanDeVere, Bob VanHee, Rick VonHoldt, Dennis Welgraven, Justine Wettschreck

MEMBERS ABSENT: Commissioners Rick Anderson (excused), JoEllen Benson (excused), Bob Byrnes (excused), Dan Delaney, Keith Elbers (excused), Chris Hollingsworth (excused), Bob Paplow (excused), Wally Slinger, Don Wachal (excused), and Beth Wilms (excused)

GUESTS PRESENT: Chuck Ackman, Todd Draper, Michelle Gransee, Tammy Houle, Joan Jagt, Mike Kuhle, Kati Leach, Stephanie LeBrune, Scott Marquardt, Briana Mumme, Dan Nath, John Robinson, Craig Rubis, Karin Rubis, Sam Sharp, John Shepard, Gene Short, Marge Short,

STAFF PRESENT: Executive Director Jay Trusty, Jodi Klein, Kim Murphy, Kathy Schreiber, Robin Weis, and Jason Walker

Executive Director Trusty read the Land Acknowledgement.

CALL TO ORDER

Chairman Langseth called the meeting to order at 3:06 p.m. with the Pledge of Allegiance followed by introductions.

WELCOME

Elliot Christensen from Lower Sioux Indian Community welcomed Annual Meeting attendees to the Incubator space and provided background information on the reservation. Attendees were then treated to a native drum solo.

AGENDA ADDITIONS/APPROVAL

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner Crowley to approve the agenda as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

SRDC STAFF RECOGNITION

Chairman Langseth recognized Robin Weis, Deputy Director for 25 years and Kathy Schreiber, Administrative Specialist for 30 years of meritorious service to the SRDC.

SRDC EXECUTIVE DIRECTOR'S REPORT

Executive Director Trusty gave a slide presentation on the past 50 years of the Commission.

SRDC CHAIRMAN LANGSETH REPORT

Chairman Langseth talked about how the SRDC serves the elected officials and their constituents so well. He brought up how well we all work together for the good of the region. The SRDC is a good place to start when your county, city or township is looking for help.

GUEST SPEAKER

Michelle Gransee, Deputy Commissioner with the Minnesota Department of Commerce, Energy Division noted that her staff is focused on effective and equitable energy policy, regulation and program design and implementation. Her team works on issues related to energy affordability, environmental analysis, multiple state energy programs, energy security and reliability and provides both energy and telecommunications regulatory analysis, oversight and advocacy. The MN Department of Commerce is available to help.

LEGISLATIVE REPORT

Committee Chairman Carney gave an overview of the last Minnesota Legislative Session. He pointed out some of the major bills that passed/projects that received funding were the Capital Infrastructure Bonding Bill, Casey Jones State Trail, Safe Routes to School, legalizing Recreational Cannabis, Opium Settlement, Energy Code updates/training, CERTS increased funding, LGA-closed some loop holes, more equitable funding for Municipalities under 5,000 and Transportation funding. A complete list can be found on the League of MN Cities website.

Chuck Ackman from Senator Klobuchar's office and Kati Leach from Representative Michelle Fischbach's office were in attendance. Both said they were there to listen and help in anyway they can.

2023 PROJECT OF THE YEAR

The Tyler Safe Routes to School was awarded the project of the year award. Accepting the award was Joan Jagt and Stephanie LeBrune for the City of Tyler. The Russel Tyler Ruthton School District was also given an award.

ELECTION OF OFFICERS

Chairman Langseth turned the election of officers over to Executive Director Trusty. In compliance with the Commission's By-Laws, an appointed Nominating Committee comprised of Commissioners Anderson, Byrnes, and Carney met and discussed recommendations for the following SRDC Officers: Chairman (two-year term), Vice-Chair (two-year term), Treasurer (one-year term), and Secretary (one-year term).

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner Grant that nominations cease and that a unanimous ballot be cast for all current officers: Paul Langseth as Chairman for a two-year term. Dennis Welgraven as Vice-Chair for a two-year term. Richard Peterson as Treasurer for a one-year term. Keith Elbers as Secretary for a one-year term. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

OTHER

The SRDC gave out note pads, meat snacks and popcorn to all attendees. Langseth thanked Cansayapi Wicoicage Oti (Lower Sioux Community), Tersteeg’s Grocery, Monogram Meat Snacks, Pop’d Kern, Sweet Kettle Madness, and New Beginnings Garden Center. Centerpieces were then given out as door prizes.

ADJOURNMENT

Chairman Langseth adjourned the meeting at 4:40 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 6/1/2023 Through 6/30/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
CD62623 PACE	006	6/26/2023		PACE REDG Pmt	15,200.00	6/26/2023
CD062023 W...	007	6/20/2023		Wex Admin Fees - May 2023	13.75	6/20/2023
CD62623 PACE	007	6/26/2023		PACE REED Principal Pmt	47.92	6/26/2023
CD62623 PACE	007	6/26/2023		PACE REED Int Pmt	252.08	6/26/2023
PRS060123	06012...	6/1/2023	Rosemary J. Bruce-White	Employee: Bruce-WhiteR; Pay Date: 6/1/2023	1,727.40	6/1/2023
PRS060123	06012...	6/1/2023	Melissa Nelson	Employee: MansonM; Pay Date: 6/1/2023	1,743.29	6/1/2023
PRS060123	06012...	6/1/2023	Melissa Nelson	Employee: MansonM; Pay Date: 6/1/2023	27.65	6/1/2023
PRS060123	06012...	6/1/2023	Melissa Nelson	Employee: MansonM; Pay Date: 6/1/2023	11.05	6/1/2023
PRS060123	06012...	6/1/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/1/2023	1,103.52	6/1/2023
PRS060123	06012...	6/1/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/1/2023	486.31	6/1/2023
PRS060123	06012...	6/1/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/1/2023	1,375.78	6/1/2023
PRS060123	06012...	6/1/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/1/2023	70.91	6/1/2023
PRS060123	06012...	6/1/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/1/2023	66.18	6/1/2023
PRS060123	06012...	6/1/2023	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 6/1/2023	2,869.08	6/1/2023
PRS060123	06012...	6/1/2023	Jason L. Walker	Employee: WalkerJ; Pay Date: 6/1/2023	1,885.36	6/1/2023
PRS060123	06012...	6/1/2023	Robin R. Weis	Employee: WeisR; Pay Date: 6/1/2023	1,531.59	6/1/2023
PRS060123	06012...	6/1/2023	Robin R. Weis	Employee: WeisR; Pay Date: 6/1/2023	681.48	6/1/2023
PRS060123	06012...	6/1/2023	Jessica L. Welu	Employee: WeluJ; Pay Date: 6/1/2023	1,526.73	6/1/2023
PRS061523	06152...	6/15/2023	Rosemary J. Bruce-White	Employee: Bruce-WhiteR; Pay Date: 6/15/2023	1,793.10	6/15/2023
PRS061523	06152...	6/15/2023	Melissa Nelson	Employee: MansonM; Pay Date: 6/15/2023	1,743.39	6/15/2023
PRS061523	06152...	6/15/2023	Melissa Nelson	Employee: MansonM; Pay Date: 6/15/2023	27.68	6/15/2023
PRS061523	06152...	6/15/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/15/2023	1,214.80	6/15/2023
PRS061523	06152...	6/15/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/15/2023	296.43	6/15/2023
PRS061523	06152...	6/15/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/15/2023	1,487.19	6/15/2023
PRS061523	06152...	6/15/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/15/2023	122.86	6/15/2023
PRS061523	06152...	6/15/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/15/2023	66.15	6/15/2023
PRS061523	06152...	6/15/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/15/2023	2,948.99	6/15/2023
PRS061523	06152...	6/15/2023	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 6/15/2023	1,894.91	6/15/2023
PRS061523	06152...	6/15/2023	Jason L. Walker	Employee: WalkerJ; Pay Date: 6/15/2023	1,646.52	6/15/2023
PRS061523	06152...	6/15/2023	Robin R. Weis	Employee: WeisR; Pay Date: 6/15/2023	616.95	6/15/2023
PRS061523	06152...	6/15/2023	Robin R. Weis	Employee: WeisR; Pay Date: 6/15/2023	1,573.94	6/15/2023
PRS061523	06152...	6/15/2023	Jessica L. Welu	Employee: WeluJ; Pay Date: 6/15/2023	615.19	6/15/2023
APSO60123	60130	6/1/2023	Abila	Abila - Multiple Clouds 5-26-23 to 6-25-23	760.53	6/1/2023
APSO60123	60130	6/1/2023	Abila	Abila - Multiple Clouds 6-26-23 to 7-25-23	155.88	6/1/2023
APSO60123	60131	6/1/2023	AFLAC	Aflac inv#094253 5-31-23	60.00	6/1/2023
APSO60123	60132	6/1/2023	Bluepeak	Bluepeak 5-24-23 to 6-23-23	59.99	6/1/2023
APSO60123	60132	6/1/2023	Bluepeak	Bluepeak 5-24-23 to 6-23-23	32.00	6/1/2023
APSO60123	60133	6/1/2023	David R. Samuelson	Mowing - May 2023	48.00	6/1/2023
APSO60123	60133	6/1/2023	David R. Samuelson	Mowing - May 2023		

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register

From 6/1/2023 Through 6/30/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS060123	60134	6/1/2023	Ford & Lustfield Law Office	Ford & Lustfield Law Office - C-RLF Fees	191.10	6/1/2023
APS060123	60135	6/1/2023	Northwest Gas	NW Gas 4-22-23 to 5-20-23	43.95	6/1/2023
APS060123	60135	6/1/2023	Northwest Gas	NW Gas 4-22-23 to 5-20-23	65.93	6/1/2023
APS060123	60136	6/1/2023	One Office Solution	One Office - Meter Reading 4-25-23 to 5-21-23	188.75	6/1/2023
APS060123	60137	6/1/2023	Redwood County Auditor/Trea...	Redwood Cty - Tax Refund for 2021 & 2022 for ...	2.09	6/1/2023
APS060123	60138	6/1/2023	Redwood Valley Technical Sol...	RV Tech - Annual Website Hosting Plan	330.00	6/1/2023
APS060123	60139	6/1/2023	Region Nine Development Co...	Region 9 - MADO Dashboard Hosting FY23	103.40	6/1/2023
APS060923 AP	60140	6/9/2023	507 Designs	507 Designs - Lets Talk Trails Shirts	120.00	6/9/2023
APS060923 AP	60141	6/9/2023	Abila	MIP Core Design & Build inv#1050-1000179653	625.00	6/9/2023
APS060923 AP	60142	6/9/2023	Chandler Co-Op	Chandler Coop - May 2023	107.51	6/9/2023
APS060923 AP	60143	6/9/2023	City of Slayton	City of Slayton 4-19-23 to 5-22-23	22.08	6/9/2023
APS060923 AP	60143	6/9/2023	City of Slayton	City of Slayton 4-19-23 to 5-22-23	23.92	6/9/2023
APS060923 AP	60144	6/9/2023	Culligan Water Conditioning	Culligan May 2023	27.30	6/9/2023
APS060923 AP	60145	6/9/2023	Forum Communications Comp...	Forum Communications - Acctg Specialist Ad Ma...	441.85	6/9/2023
APS060923 AP	60146	6/9/2023	Frontier Communications	Frontier Maint 5-25-23 to 6-24-23	36.39	6/9/2023
APS060923 AP	60146	6/9/2023	Frontier Communications	Frontier Maint 5-25-23 to 6-24-23	67.59	6/9/2023
APS060923 AP	60147	6/9/2023	Grants Management Systems ...	GMS - License/Warranty/Service/Support May 2...	105.00	6/9/2023
APS060923 AP	60147	6/9/2023	Grants Management Systems ...	GMS - License/Warranty/Service/Support May 2...	35.00	6/9/2023
APS060923 AP	60148	6/9/2023	Marco	Marco Base Rate 5-27-23 to 8-26-23	114.40	6/9/2023
APS060923 AP	60149	6/9/2023	Marshall Independent	Marshall Indep - Acctg Spec Help Wanted Ad - M...	173.92	6/9/2023
APS060923 AP	60150	6/9/2023	Schaap Sanitation	Schaap 2984179T061	35.35	6/9/2023
APS060923 AP	60150	6/9/2023	Schaap Sanitation	Schaap 2984179T061	53.02	6/9/2023
APS060923 AP	60151	6/9/2023	Slayton EDA	Lease - June 2023	4,848.63	6/9/2023
APS060923 AP	60152	6/9/2023	The Computer Man, Inc.	Battery Packs for Server - 293524	707.73	6/9/2023
APS060923 AP	60152	6/9/2023	The Computer Man, Inc.	Battery Packs for Server - 293524	707.73	6/9/2023
APS060923 AP	60152	6/9/2023	The Computer Man, Inc.	Firewall - inv#293530	1,226.50	6/9/2023
APS060923 AP	60152	6/9/2023	The Computer Man, Inc.	Firewall - inv#293530	1,226.50	6/9/2023
APS060923 AP	60152	6/9/2023	The Computer Man, Inc.	Computer Man CM293417	(16.99)	6/9/2023
APS060923 AP	60153	6/9/2023	Wheel - Herald	Wheel Herald - Acctg Spec Help Wanted Ad	40.20	6/9/2023
APS060923 AP	60154	6/9/2023	XCEL Energy	Xcel Energy 5-6-23 to 6-5-23	150.56	6/9/2023
APS060923 AP	60154	6/9/2023	XCEL Energy	Xcel Energy 5-6-23 to 6-5-23	216.67	6/9/2023
APS61423	60155	6/14/2023	AFLAC	AFLAC Inv 212731	155.88	6/14/2023
APS61423	60156	6/14/2023	City of Slayton	City of Slayton - Bldg Ins 7/1/22 to 6/30/23	3,027.88	6/14/2023
APS61423	60156	6/14/2023	City of Slayton	City of Slayton - Bldg Ins 7/1/22 to 6/30/23	2,104.12	6/14/2023
APS61423	60157	6/14/2023	Frontier Communications	Frontier 5-4-23 to 6-3-23	541.37	6/14/2023
APS61423	60157	6/14/2023	Frontier Communications	Frontier 5-4-23 to 6-3-23	291.51	6/14/2023
APS61423	60158	6/14/2023	Verizon Wireless	Verizon 5/2/23 to 6/1/23	52.12	6/14/2023
APS062323	60159	6/23/2023	Allen Jensen	Allen Jensen 6/15/23 Meeting	50.00	6/23/2023

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 6/1/2023 Through 6/30/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS062323	60160	6/23/2023	Cardmember Services	Visa Business Card 5/17/23 to 6/14/23	10,448.80	6/23/2023
APS062323	60160	6/23/2023	Cardmember Services	Visa Business Card 5/17/23 to 6/14/23	10.00	6/23/2023
APS062323	60160	6/23/2023	Cardmember Services	Visa Business Card 5/17/23 to 6/14/23	95.00	6/23/2023
APS062323	60161	6/23/2023	Doug's Lawn & Landscaping S...	Late Spring fertilizer, weed control	60.46	6/23/2023
APS062323	60161	6/23/2023	Doug's Lawn & Landscaping S...	Late Spring fertilizer, weed control	90.68	6/23/2023
CD62023 BCBS	60162	6/20/2023		BCBS July 2023	6,990.70	6/20/2023
APS062323	60162	6/23/2023	Dust Tex Service Inc.	Dust-Tex 0070789 Paper Towels	26.94	6/23/2023
APS062323	60162	6/23/2023	Dust Tex Service Inc.	Dust-Tex 0070789 Paper Towels	40.40	6/23/2023
APS062323	60163	6/23/2023	Fleet Services Division	Monthly Lease Rent	555.22	6/23/2023
APS062323	60164	6/23/2023	Jeremy D. Janssen	Jeremy Janssen 6/15/23 Meeting	50.00	6/23/2023
APS062323	60165	6/23/2023	John Hay	John Hay 6/15/23 Meeting	50.00	6/23/2023
APS062323	60166	6/23/2023	Kevin Leopold	Kevin Leopold 6/15/2023 Meeting	50.00	6/23/2023
APS062323	60167	6/23/2023	Kurt Richardson	Kurt Richardson 3/8/23 Meeting	50.00	6/23/2023
APS062323	60168	6/23/2023	Postmaster	MINDOT Pkg Postage - returned counter	15.25	6/23/2023
APS062323	60169	6/23/2023	Quill Corporation	Ink, white-out	165.39	6/23/2023
APS062323	60169	6/23/2023	Quill Corporation	Toner, envelopes, pens	282.30	6/23/2023
APS062323	60169	6/23/2023	Quill Corporation	Toner, envelopes, pens	57.79	6/23/2023
APS062323	60170	6/23/2023	SRDC	Falcon 10/31/22 to 12/30/2022	606.25	6/23/2023
APS062323	60171	6/23/2023	SRDC	Falcon 1/31/23 to 3/31/23	370.00	6/23/2023
APS062323	60172	6/23/2023	Steven Bornhoft	Steven Bornhoft 6/15/23 Meeting	50.00	6/23/2023
APS062323	60173	6/23/2023	The Computer Man, Inc.	Microsoft 365 Business Prem Annual	594.00	6/23/2023
APS062323	60173	6/23/2023	The Computer Man, Inc.	HPE 1 Year post warranty tech care basic, Serve...	794.50	6/23/2023
APS062323	60173	6/23/2023	The Computer Man, Inc.	HPE 1 Year post warranty tech care basic, Serve...	794.50	6/23/2023
APS062323	60174	6/23/2023	Tracy L. Freking	Tracy Freking 6/15/23 Meeting	50.00	6/23/2023
APS62823	60175	6/28/2023	Abila	Abila - multiple clouds, 7/26 to 8/25/23	760.53	6/28/2023
APS62823	60176	6/28/2023	Aflac Inc	AFLAC 7/1 to 7/31/23	755.85	6/28/2023
APS62823	60177	6/28/2023	Association of Minnesota Coun...	AMC 2023 District 8 Spring Mtg - Jay & Jessica	70.00	6/28/2023
APS62823	60178	6/28/2023	Bluepeak	Bluepeak 6/20/23	60.02	6/28/2023
APS62823	60178	6/28/2023	Bluepeak	Bluepeak 6/20/23	60.02	6/28/2023
APS62823	60179	6/28/2023	Dianne Crowley	Dianne Crowley 1/19/23 to 6/28/23	562.50	6/28/2023
APS62823	60179	6/28/2023	Dianne Crowley	Dianne Crowley 1/19/23 to 6/28/23	475.00	6/28/2023
APS62823	60180	6/28/2023	Headwaters Regional Develop...	HRDC Strategic Planning Session 2023	580.00	6/28/2023
APS62823	60181	6/28/2023	Marilyn Samuelson	Samuelson June 2023	328.00	6/28/2023
APS62823	60181	6/28/2023	Marilyn Samuelson	Samuelson June 2023	472.00	6/28/2023
APS62823	60182	6/28/2023	NCPERS Group Life Ins.	NCPERS 7/1/23 to 7/31/23	32.00	6/28/2023
PRS62923	62923 1	6/29/2023	Rosemary J. Bruce-White	Employee: Bruce-White; Pay Date: 6/29/2023	1,717.12	6/29/2023
PRS62923	62923 2	6/29/2023	Jodi L. Klein	Employee: Klein; Pay Date: 6/29/2023	1,488.04	6/29/2023
PRS62923	62923 2	6/29/2023	Jodi L. Klein	Employee: Klein; Pay Date: 6/29/2023	18.41	6/29/2023

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 6/1/2023 Through 6/30/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
PRS62923	62923 3	6/29/2023	Melissa Nelson	Employee: MansonM; Pay Date: 6/29/2023	1,762.52	6/29/2023
PRS62923	62923 3	6/29/2023	Melissa Nelson	Employee: MansonM; Pay Date: 6/29/2023	11.08	6/29/2023
PRS62923	62923 4	6/29/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/29/2023	1,370.98	6/29/2023
PRS62923	62923 4	6/29/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/29/2023	305.06	6/29/2023
PRS62923	62923 5	6/29/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/29/2023	1,402.08	6/29/2023
PRS62923	62923 5	6/29/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/29/2023	66.98	6/29/2023
PRS62923	62923 5	6/29/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/29/2023	57.43	6/29/2023
PRS62923	62923 5	6/29/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/29/2023	4.79	6/29/2023
PRS62923	62923 6	6/29/2023	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 6/29/2023	3,370.60	6/29/2023
PRS62923	62923 7	6/29/2023	Jason L. Walker	Employee: WalkerJ; Pay Date: 6/29/2023	1,827.45	6/29/2023
PRS62923	62923 8	6/29/2023	Robin R. Weis	Employee: WeisR; Pay Date: 6/29/2023	2,193.49	6/29/2023
PRS62923	62923 8	6/29/2023	Robin R. Weis	Employee: WeisR; Pay Date: 6/29/2023	576.83	6/29/2023
PRS62923	62923 8	6/29/2023	Robin R. Weis	Employee: WeisR; Pay Date: 6/29/2023	44.54	6/29/2023
PRS62923	62923 9	6/29/2023	Jessica L. Welu	Employee: WeluJ; Pay Date: 6/29/2023	1,560.31	6/29/2023
	63023 1	6/27/2023			0.00	
APS 62723	63023 1	6/27/2023	Dennis A. Klingbile	Dennis Klingbile 6/15/23 Meeting	50.00	6/27/2023
APS 62723	63023 1	6/27/2023	Dennis A. Klingbile	Dennis Klingbile 6/15/23 Meeting	83.84	6/27/2023
	63023 ...	6/27/2023			0.00	
APS 62723	63023 ...	6/27/2023	Miron V. Carney	Miron Carney 5/11/23 to 6/15/23 Meetings	150.00	6/27/2023
	63023 ...	6/27/2023			0.00	
APS 62723	63023 ...	6/27/2023	Pamela J. Stimpert Cooreman	Pamela Stimpert Cooreman 5/11/23 Meeting	50.00	6/27/2023
APS 62723	63023 ...	6/27/2023	Pamela J. Stimpert Cooreman	Pamela Stimpert Cooreman 5/11/23 Meeting	68.12	6/27/2023
	63023 ...	6/27/2023			0.00	
APS 62723	63023 ...	6/27/2023	Paul Langseth	Paul Langseth 6/15/23 Meetings	150.00	6/27/2023
APS 62723	63023 ...	6/27/2023	Paul Langseth	Paul Langseth 6/15/23 Meetings	226.63	6/27/2023
	63023 ...	6/27/2023			0.00	
APS 62723	63023 ...	6/27/2023	Richard D. Peterson	Richard Peterson 6/8/23 Meetings	50.00	6/27/2023
APS 62723	63023 ...	6/27/2023	Richard D. Peterson	Richard Peterson 6/8/23 Meetings	66.81	6/27/2023
	63023 ...	6/27/2023			0.00	
APS 62723	63023 ...	6/27/2023	Rick Von Holdt	Rick VonHoldt 2/9/23 to 6/8/23 Meetings	300.00	6/27/2023
APS 62723	63023 ...	6/27/2023	Rick Von Holdt	Rick VonHoldt 2/9/23 to 6/8/23 Meetings	313.09	6/27/2023
	63023 ...	6/27/2023			0.00	
APS 62723	63023 ...	6/27/2023	Robert H. Van Hee	Bob VanHee 6/8/23 Meetings	50.00	6/27/2023
APS 62723	63023 ...	6/27/2023	Robert H. Van Hee	Bob VanHee 6/8/23 Meetings	91.70	6/27/2023
	63023 ...	6/27/2023			0.00	
APS 62723	63023 ...	6/27/2023	See Moua-Leske	See Moua-Leske 05/11/23 Meeting	50.00	6/27/2023
APS 62723	63023 ...	6/27/2023	See Moua-Leske	See Moua-Leske 05/11/23 Meeting	32.75	6/27/2023
	63023 2	6/27/2023			0.00	

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 6/1/2023 Through 6/30/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS 62723	63023 2	6/27/2023	Dennis A. Klingbille	Dennis Klingbille 6/8/23 Meeting	50.00	6/27/2023
APS 62723	63023 2	6/27/2023	Dennis A. Klingbille	Dennis Klingbille 6/8/23 Meeting	83.84	6/27/2023
	63023 3	6/27/2023			0.00	
APS 62723	63023 3	6/27/2023	Eric A. Hartman	Eric Hartman 5/11/23 Meeting	50.00	6/27/2023
APS 62723	63023 3	6/27/2023	Eric A. Hartman	Eric Hartman 5/11/23 Meeting	77.95	6/27/2023
	63023 4	6/27/2023			0.00	
APS 62723	63023 4	6/27/2023	Eric A. Hartman	Eric Hartman 6/8/23 Meeting	50.00	6/27/2023
APS 62723	63023 4	6/27/2023	Eric A. Hartman	Eric Hartman 6/8/23 Meeting	66.81	6/27/2023
	63023 5	6/27/2023			0.00	
APS 62723	63023 5	6/27/2023	Keith A. Elbers	Keith Elbers 6/8/23 Meeting	50.00	6/27/2023
APS 62723	63023 5	6/27/2023	Keith A. Elbers	Keith Elbers 6/8/23 Meeting	78.60	6/27/2023
	63023 6	6/27/2023			0.00	
APS 62723	63023 6	6/27/2023	Lori Grant	Lori Grant 7/14/22 to 11/10/22 Meetings	150.00	6/27/2023
APS 62723	63023 6	6/27/2023	Lori Grant	Lori Grant 7/14/22 to 11/10/22 Meetings	155.63	6/27/2023
	63023 7	6/27/2023			0.00	
APS 62723	63023 7	6/27/2023	Lori Grant	Lori Grant 1/12/23 to 5/11/23 Meetings	150.00	6/27/2023
APS 62723	63023 7	6/27/2023	Lori Grant	Lori Grant 1/12/23 to 5/11/23 Meetings	126.42	6/27/2023
	63023 8	6/27/2023			0.00	
APS 62723	63023 8	6/27/2023	Mark A Haberman	Mark Haberman 5/9/23 to 5/11/23 Meetings	100.00	6/27/2023
APS 62723	63023 8	6/27/2023	Mark A Haberman	Mark Haberman 5/9/23 to 5/11/23 Meetings	166.37	6/27/2023
	63023 9	6/27/2023			0.00	
APS 62723	63023 9	6/27/2023	Michael L. VanDeVere	Mic VanDeVere 6/23/23 Meeting	128.38	6/27/2023
APS 62723	63023 9	6/27/2023	Michael L. VanDeVere	Mic VanDeVere 6/23/23 Meeting	50.00	6/27/2023
Report Total					113,527.29	

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 7/1/2023 Through 7/31/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
CD63023 WEX	008	7/25/2023		WEX Admin Fees June 2023	16.50	7/25/2023
CD071923	017	7/19/2023		MN Unemployment 2 Qtr 2023	806.34	7/19/2023
CD071923 M...	018	7/19/2023		Second Qtr MN Sales Tax	1,330.00	7/19/2023
APS7723	60183	7/7/2023	507 Designs	507 Designs - shirts for annual meeting 2023	230.00	7/7/2023
APS7723	60184	7/7/2023	Abila	MIP Core Design & Build Inv 1050-1000183655	2,000.00	7/7/2023
APS7723	60185	7/7/2023	AFLAC	Aflac Inv 441576	122.85	7/7/2023
APS7723	60186	7/7/2023	Association of Minnesota Coun...	AMC - Job Ad - Communications Specialist	75.00	7/7/2023
APS7723	60187	7/7/2023	Buffalo Ridge Newspapers, LLC	Buffalo Ridge - Tyler Tribute - Public Hearing Not...	21.50	7/7/2023
APS7723	60188	7/7/2023	City of Slayton	City of Slayton 5/22/23 to 6/21/23	24.41	7/7/2023
APS7723	60188	7/7/2023	City of Slayton	City of Slayton 5/22/23 to 6/21/23	26.45	7/7/2023
APS7723	60189	7/7/2023	Culligan Water Conditioning	Culligan Water/Salt June 2023	12.00	7/7/2023
APS7723	60189	7/7/2023	Culligan Water Conditioning	Culligan Water/Salt June 2023	27.05	7/7/2023
APS7723	60190	7/7/2023	David R. Samuelson	Dave Samuelson - June 2023 Mowing	32.00	7/7/2023
APS7723	60190	7/7/2023	David R. Samuelson	Dave Samuelson - June 2023 Mowing	48.00	7/7/2023
APS7723	60191	7/7/2023	Frontier Communications	Frontier Monthly Maint. 6/25/23 to 7/24/23	36.39	7/7/2023
APS7723	60191	7/7/2023	Frontier Communications	Frontier Monthly Maint. 6/25/23 to 7/24/23	67.59	7/7/2023
APS7723	60192	7/7/2023	New Beginnings Garden Center	New Beginnings Garden Ctr - Centerpieces for a...	140.00	7/7/2023
APS7723	60193	7/7/2023	Northwest Gas	NW Gas 5/20/23 to 6/23/23	13.49	7/7/2023
APS7723	60193	7/7/2023	Northwest Gas	NW Gas 5/20/23 to 6/23/23	20.23	7/7/2023
APS7723	60194	7/7/2023	One Office Solution	One Office - meter reading 5/25/23 to 6/20/23	106.45	7/7/2023
APS7723	60195	7/7/2023	Sweet Kettle Madness	Sweet Kettle Madness - Popcorn for annual mtg ...	200.00	7/7/2023
APS070723	60196	7/7/2023	Column Software PBC	Redwood Co Public Hearing Notice	42.75	7/7/2023
APS070723	60197	7/7/2023	Forum Communications Comp...	Daily Globe Nobles Co Public Hearing Notice	41.86	7/7/2023
APS070723	60198	7/7/2023	Grants Management Systems ...	GMS License/Warranty/Service/Support	100.00	7/7/2023
APS070723	60198	7/7/2023	Grants Management Systems ...	GMS License/Warranty/Service/Support	40.00	7/7/2023
APS070723	60199	7/7/2023	Livewire Printing Company	Public Hearing Notice	55.31	7/7/2023
APS070723	60200	7/7/2023	Pipestone Publishing Company...	Pipestone Publishing Public Hearing Notice	49.80	7/7/2023
APS070723	60201	7/7/2023	Slayton EDA	Lease - July 2023	4,848.63	7/7/2023
CD071123	60202	7/11/2023		BCBS August 2023	10,943.52	7/11/2023
APS71723	60202	7/17/2023	Above the Fold	Above the Fold Public Hearing ad 6/30/23	48.38	7/17/2023
APS71723	60203	7/17/2023	Association of Minnesota Coun...	AMC Job Ad - Transportation Planner	75.00	7/17/2023
APS71723	60204	7/17/2023	Awards Plus, Inc.	AP Design Annual Mtg Awards	111.50	7/17/2023
APS71723	60205	7/17/2023	Chandler Co-Op	Chandler Coop June 2023	94.71	7/17/2023
APS71723	60206	7/17/2023	Dakota Edge Outdoors	Dakota Edge Outdoors 2nd Qtr 2023	26.00	7/17/2023
APS71723	60207	7/17/2023	Frontier Communications	Frontier 7/4/23 to 8/3/23	291.68	7/17/2023
APS71723	60207	7/17/2023	Frontier Communications	Frontier 7/4/23 to 8/3/23	541.69	7/17/2023
APS71723	60208	7/17/2023	Mike's Plumbing & Heating, Inc.	Mike's P&H 7/7/23	57.36	7/17/2023
APS71723	60208	7/17/2023	Mike's Plumbing & Heating, Inc.	Mike's P&H 7/7/23	86.04	7/17/2023

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 7/1/2023 Through 7/31/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
AP571723	60209	7/17/2023	Schaap Sanitation	Schaap 7/1/23 to 7/31/23	35.35	7/17/2023
AP571723	60209	7/17/2023	Schaap Sanitation	Schaap 7/1/23 to 7/31/23	53.02	7/17/2023
AP571723	60210	7/17/2023	SRDC	Explore SW May 2023 Finance	120.00	7/17/2023
AP571723	60211	7/17/2023	Verizon Wireless	Verizon 7/2/23 to 8/1/23	52.12	7/17/2023
AP571723	60212	7/17/2023	XCEL Energy	Xcel Energy 6/4/23 to 7/5/23	264.74	7/17/2023
AP571723	60212	7/17/2023	XCEL Energy	Xcel Energy 6/4/23 to 7/5/23	380.97	7/17/2023
AP57172023	60213	7/20/2023	AFLAC	AFLAC Inv 517183	122.85	7/20/2023
AP57172023	60214	7/20/2023	Awards Plus, Inc.	Awards Plus - Name Badge	25.00	7/20/2023
AP57172023	60215	7/20/2023	Forward Worthington	Forward Worthington - International Festival 2023	404.27	7/20/2023
APV072023 ...	60215	7/20/2023	Forward Worthington	Forward Worthington - International Festival 2023	(404.27)	7/20/2023
AP57172023	60216	7/20/2023	Harty Mechanical, Inc	Harty Mechanical - 411 1st LLC, Bayport MN	99,789.00	7/20/2023
AP57172023	60217	7/20/2023	NCBERS Group Life Ins.	NCBERS 8/1/2023 to 8/31/2023	32.00	7/20/2023
AP57172023	60218	7/20/2023	Redwood County Auditor/Trea...	Redwood Cty 2019-2020 Abatement	1.96	7/20/2023
AP57172023	60219	7/20/2023	Tersteeg's	Catering - Annual Meeting July 2023	338.39	7/20/2023
AP57172023	60220	7/20/2023	The Computer Man, Inc.	Network/Server In-House technical labor	330.00	7/20/2023
AP57172023	60220	7/20/2023	The Computer Man, Inc.	50/50 Split Network/Service In-House Labor 7/12	357.50	7/20/2023
AP57172023	60220	7/20/2023	The Computer Man, Inc.	50/50 Split Network/Service In-House Labor 7/12	357.50	7/20/2023
AP57172023	60220	7/20/2023	The Computer Man, Inc.	Adobe 12mo New Creative Cloud & Lic for 6 ppl	2,747.16	7/20/2023
AP57272023	60221	7/27/2023	Abila	Abila multiple clouds 8/26/23 to 9/25/23	760.53	7/27/2023
AP57272023	60222	7/27/2023	AFLAC	Aflac 7/25/23	122.85	7/27/2023
AP57272023	60223	7/27/2023	Aflac Inc	AFLAC 8/1 to 8/31/23	197.42	7/27/2023
AP57272023	60224	7/27/2023	Bluepeak	Bluepeak 7/24 to 8/23/23	59.99	7/27/2023
AP57272023	60224	7/27/2023	Bluepeak	Bluepeak 7/24 to 8/23/23	61.98	7/27/2023
AP57272023	60225	7/27/2023	C&J Construction, LLC	C&J Construction, LLC CRLF Loan Disbursement	100,000.00	7/27/2023
AP57272023	60226	7/27/2023	Cardmember Services	Visa business card 6/15/2023 to 7/17/2023	2,313.40	7/27/2023
AP57272023	60226	7/27/2023	Cardmember Services	Visa business card 6/15/2023 to 7/17/2023	64.95	7/27/2023
AP57272023	60226	7/27/2023	Cardmember Services	Visa business card 6/15/2023 to 7/17/2023	239.74	7/27/2023
AP57272023	60227	7/27/2023	Dust Tex Service Inc.	Dust-Tex 0153230 Paper Towels	26.94	7/27/2023
AP57272023	60227	7/27/2023	Dust Tex Service Inc.	Dust-Tex 0153230 Paper Towels	40.40	7/27/2023
AP57272023	60228	7/27/2023	Fleet Services Division	Monthly Lease Rent 6/1/23 to 6/30/23	555.22	7/27/2023
AP57272023	60229	7/27/2023	Marilyn Samuelson	Samuelson July 2023	328.00	7/27/2023
AP57272023	60229	7/27/2023	Marilyn Samuelson	Samuelson July 2023	472.00	7/27/2023
PR507132023	71323 1	7/13/2023	Rosemary J. Bruce-White	Employee: Bruce-WhiteR; Pay Date: 7/13/2023	930.35	7/13/2023
PR507132023	71323 2	7/13/2023	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/13/2023	700.14	7/13/2023
PR507132023	71323 2	7/13/2023	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/13/2023	7.04	7/13/2023
PR507132023	71323 2	7/13/2023	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/13/2023	3.52	7/13/2023
PR507132023	71323 3	7/13/2023	Melissa Nelson	Employee: MansonM; Pay Date: 7/13/2023	1,829.61	7/13/2023
PR507132023	71323 4	7/13/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 7/13/2023	1,334.57	7/13/2023

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 7/1/2023 Through 7/31/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
PRS07132023	71323 4	7/13/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 7/13/2023	138.08	7/13/2023
PRS07132023	71323 5	7/13/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/13/2023	1,441.80	7/13/2023
PRS07132023	71323 5	7/13/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/13/2023	49.11	7/13/2023
PRS07132023	71323 5	7/13/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/13/2023	44.19	7/13/2023
PRS07132023	71323 5	7/13/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/13/2023	44.19	7/13/2023
PRS07132023	71323 6	7/13/2023	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 7/13/2023	3,523.89	7/13/2023
PRS07132023	71323 7	7/13/2023	Jason L. Walker	Employee: WalkerJ; Pay Date: 7/13/2023	2,123.21	7/13/2023
PRS07132023	71323 8	7/13/2023	Robin R. Weis	Employee: WeisR; Pay Date: 7/13/2023	1,469.05	7/13/2023
PRS07132023	71323 8	7/13/2023	Robin R. Weis	Employee: WeisR; Pay Date: 7/13/2023	704.49	7/13/2023
PRS07132023	71323 8	7/13/2023	Robin R. Weis	Employee: WeisR; Pay Date: 7/13/2023	11.12	7/13/2023
PRS07132023	71323 9	7/13/2023	Jessica L. Welu	Employee: WeluJ; Pay Date: 7/13/2023	4,415.85	7/13/2023
AP57252023	72520...	7/25/2023	Jenny L. Quade	Jenny Quade 7/13/23 Meeting	50.00	7/25/2023
AP57252023	72520...	7/25/2023	Mark A. Haberman	Mark Haberman 7/13/23 Meeting	50.00	7/25/2023
AP57252023	72520...	7/25/2023	Mark A. Haberman	Mark Haberman 7/13/23 Meeting	85.15	7/25/2023
AP57252023	72520...	7/25/2023	Michael L. VanDeVere	Mic VanDeVere 7/13/23 Meeting	50.00	7/25/2023
AP57252023	72520...	7/25/2023	Michael L. VanDeVere	Mic VanDeVere 7/13/23 Meeting	91.70	7/25/2023
AP57252023	72520...	7/25/2023	Robert H. Van Hee	Robert VanHee 7/13/23 Meeting	50.00	7/25/2023
AP57252023	72520...	7/25/2023	Robert H. Van Hee	Robert VanHee 7/13/23 Meeting	11.79	7/25/2023
AP57252023	72520...	7/25/2023	Stephen P. Schnieder	Stephen Schnieder 7/13/23 Meeting	50.00	7/25/2023
AP57252023	72520...	7/25/2023	Stephen P. Schnieder	Stephen Schnieder 7/13/23 Meeting	123.14	7/25/2023
AP57252023	72520...	7/25/2023	Steven A. Kellen	Steven Kellen 7/13/23 Meeting	50.00	7/25/2023
AP57252023	72520...	7/25/2023	Steven A. Kellen	Steven Kellen 7/13/23 Meeting	133.62	7/25/2023
AP57252023	72520...	7/25/2023	William R. Crowley	Bill Crowley 7/13/23 Meeting	50.00	7/25/2023
AP57252023	72520...	7/25/2023	William R. Crowley	Bill Crowley 7/13/23 Meeting	111.35	7/25/2023
PRS7272023	72723 1	7/27/2023	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/27/2023	1,160.07	7/27/2023
PRS7272023	72723 1	7/27/2023	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/27/2023	22.16	7/27/2023
PRS7272023	72723 2	7/27/2023	Melissa Nelson	Employee: MansonM; Pay Date: 7/27/2023	71.15	7/27/2023
PRS7272023	72723 2	7/27/2023	Melissa Nelson	Employee: MansonM; Pay Date: 7/27/2023	1,731.46	7/27/2023
PRS7272023	72723 2	7/27/2023	Melissa Nelson	Employee: MansonM; Pay Date: 7/27/2023	94.87	7/27/2023
PRS7272023	72723 3	7/27/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 7/27/2023	1,225.54	7/27/2023
PRS7272023	72723 3	7/27/2023	Kimberly Murphy	Employee: MurphyK; Pay Date: 7/27/2023	433.25	7/27/2023
PRS7272023	72723 4	7/27/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/27/2023	1,851.68	7/27/2023
PRS7272023	72723 4	7/27/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/27/2023	42.42	7/27/2023
PRS7272023	72723 4	7/27/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/27/2023	31.82	7/27/2023
PRS7272023	72723 4	7/27/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/27/2023	21.20	7/27/2023
PRS7272023	72723 4	7/27/2023	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/27/2023	3,517.93	7/27/2023
PRS7272023	72723 5	7/27/2023	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 7/27/2023	2,463.00	7/27/2023
PRS7272023	72723 6	7/27/2023	Jason L. Walker	Employee: WalkerJ; Pay Date: 7/27/2023	17.15	7/27/2023
PRS7272023	72723 7	7/27/2023	Robin R. Weis	Employee: WeisR; Pay Date: 7/27/2023		7/27/2023

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 7/1/2023 Through 7/31/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
PRS7272023	72723 7	7/27/2023	Robin R. Weis	Employee: WeisR; Pay Date: 7/27/2023	1,576.37	7/27/2023
PRS7272023	72723 7	7/27/2023	Robin R. Weis	Employee: WeisR; Pay Date: 7/27/2023	691.47	7/27/2023
Report Total					267,689.96	

**SOUTHWEST REGIONAL DEVELOPMENT COMMISSION
CONTRACT WITH
SOUTHWEST MINNESOTA HOUSING PARTNERSHIP
FOR
TECHNICAL SERVICES**

THIS CONTRACT, for technical services is entered into this 1st day of July, 2023, by and between the Southwest Regional Development Commission (SRDC), and the Southwest Minnesota Housing Partnership (SWMHP).

WITNESSED; In consideration of the mutual promises and covenants herein contained, the SRDC and the SWMHP agree to the following terms and conditions:

The term of this contract commences July 1, 2023 and shall continue through June 30, 2024. The following work activities will be provided:

I. Financial Services will be provided to the Southwest Minnesota Housing Partnership as per the attached work activity list. (Exhibit A)

II. Support Services will be provided to the Southwest Minnesota Housing Partnership as per the attached work activity list. (Exhibit B)

III. Payment for Services

A. The SWMHP will make payment to the SRDC. Statements will be billed monthly.

B. The following rates apply for Fiscal Year 2024 starting 7-1-23 and are based on the position performing the service. In general, the service will be provided by the respective position or positions as shown on Exhibit A and/or B. In the event that a backup is needed, the rate for the backup position will be charged. This, however, is expected to occur infrequently.

1. Administrative Specialist - \$ 52.00
2. Accounting Specialist - \$ 55.00
3. Finance Director - \$ 76.00

C. Costs such as copies, phone, postage, etc. are charged specifically to SWMHP codes as utilized.

IV. Independent Contractor Status

The SRDC is to be and shall remain an independent contractor with respect to any and all work performed under this Contract. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting SRDC as the agent, representative or employee of the SWMHP or any purpose or in any manner whatsoever. SRDC acknowledges and agrees that SRDC is not entitled to receive any of the benefits received by SWMHP employees and is not eligible for worker's or unemployment compensation benefits under the SWMHP. SRDC also acknowledges and agrees that no withholding or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payment due SRDC and that it is SRDC's sole obligation to comply with the applicable provisions of all federal and state tax laws.

V. Hold Harmless

SRDC shall indemnify, defend and hold SWMHP and its respective representatives, employees, officers, directors and agents harmless against all claims, suit, costs, damages, liabilities, losses, judgments, expenses (including attorneys' and other professional fees and expenses) and settlements arising out of or resulting from any breach of this Agreement by SRDC or otherwise arising out of, resulting from or otherwise relating to services under this Agreement. SRDC's indemnification of SWMHP shall not apply to claims, suits, costs, damages, liabilities, losses, judgments, expenses (including attorneys' and other professional fees and expenses) and settlements arising out of SWMHP's negligence or otherwise unlawful acts.

VI. Cancellation

This contract may be cancelled by the SWMHP or SRDC at any time, with cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, SRDC shall be entitled to payment, determined on a pro-rata basis, for work or services satisfactorily performed.

VII. Assignment

SRDC shall neither assign nor transfer any rights or obligations under this contract without prior written consent of the SWMHP. The SRDC reserves the right to utilize the most appropriate personnel and/or time availability of staff members to perform the stated activities with the other members possibly utilized as backup for time-sensitive activities.

VIII. Amendments

Any amendments to this contract shall be in writing, and shall be executed by the same parties who executed the original contract or their successors in office.

IX. Contract Extension

This contract may be extended on an annual basis by mutual agreement of the Chairperson and the Director of both the SRDC and SWMHP with rate changes and duties reevaluated on a fiscal year basis.

SOUTHWEST REGIONAL
DEVELOPMENT COMMISSION

SOUTHWEST MINNESOTA
HOUSING PARTNERSHIP

08/22/23

Chairperson

Authentisign
Tara Onken

Chairperson

Executive Director

[Signature]

CEO

Date _____

Date 8/23/2023

EXHIBIT A

Financial Services Work Activity list

Accounting Specialist

- Do monthly recurring receivables and splits for phone, office space costs, computer network, maintenance, etc. that are owned by both organizations and appropriately charge the respective organization. Deposit all checks in appropriate banks. Research or work with outside companies on billing questions and rate changes, etc. as needed

Finance Director

- Work with Executive Director or his designee on building, maintenance, general office equipment and cost splits and researching costs of equipment/maintenance carriers and other joint owned equipment as needed.

EXHIBIT B

Support Services Work Activity list

Administrative Specialist

Program/troubleshoot phone issues as needed

Faxes: send/deliver faxes throughout the day

Sort incoming mail daily

Answer phones throughout the day

Walk-ins throughout the day

Receipt checks on excel sheet as needed - Backup

Place postage on outgoing mail and take to post office daily

Stamp/copy/send checks once signatures are obtained - Backup

Order joint supplies (paper towels, toilet paper, copier toner, copy and colored paper, postage meter supplies, etc.DD) as needed

Pickup pop and stock fridge as needed

Take copier reading for both copiers for monthly billing

Request postage check, send in and download postage as needed

Tabs for applications

Change backup tapes for the computer systems weekly

Close/lock up office at end of day

Send out housing information packets and Home Stretch packets and Pre-foreclosure letters as applicable

Work requests as they come in...copy, type, punch and bind, etc. This includes work requests from all Housing areas.

Cut business cards as needed.

Other duties as requested by Housing staff members.

**TECHNICAL ASSISTANCE CONTRACT
BETWEEN THE
SOUTHWEST REGIONAL DEVELOPMENT COMMISSION AND
SOUTHWEST HEALTH AND HUMAN SERVICES**

This Agreement is entered into by and between the Southwest Regional Development Commission, hereinafter referred to as the "SRDC", and the Southwest Health and Human Services, herein referred to as the "SWHHS".

I. Contract Agreement

A. The work program shall include:

1. The SRDC will provide technical assistance regarding implementation of Active Living Plans and Safe Routes to Schools Plan (currently there are thirteen plans), including professional communications services.
 - o Technical assistance may be in the form of assistance in prioritization of goals/objectives, providing training, conducting community presentations, or assisting with additional funding opportunities.
 - o Communications assistance could include, but is not limited to, creating social media posts, press releases, document designs, web pages and communications plans. The SRDC will take guidance on the scope, timing and type of communications needed from SWHHS.
 - o The SRDC will be responsible to attend meetings for schools and communities as the need and interest arises. SWHHS will continue to collaborate with the SRDC to determine where technical assistance time is needed with current partners and communicate that need.
2. The SRDC will collaborate with SWHHS on identifying and providing outreach to schools and communities that may wish to complete Safe Routes to School or Active Living Plans.
3. The SRDC will coordinate projects with SWHHS and provide such information as is necessary to complete projects in a timely manner.

B. The work elements specified in this contract shall be completed between November 1, 2023 and October 31, 2024, unless the contract period is extended by mutual agreement between the parties of this contract.

C. The SRDC will attend by phone, video conference or in person at least 50 percent (approximately 18 hours) of A Healthier Southwest's Community Leadership meetings to provide group TA, education regarding community active living and progress reports.

II. Financial Participation

A. The SRDC shall make available a planner and a Communications Specialist of competent training and experience to accomplish the assigned tasks and projects. Professional services are provided at \$90 an hour for Planner technical assistance. These hourly rates include normal support costs. Other charges directly reimbursable to the SRDC by the SWHHS include printing and mileage at the SRDC's established rate of reimbursement.

B. The total contract cost for the project attributed to SWHHS will not exceed \$2,500 including expenses.

III. Payment for Services Performed

Payment of funds to the SRDC by the SWHHS for services performed shall be made following submission by the SRDC of a monthly invoice requesting funds for costs incurred. The invoice shall be submitted to:

Jennifer Nelson
Southwest Health and Human Services
3001 Maple Road
Slayton, MN 56172

IV. Records and Documentation

- A. Accounting. The SRDC shall be responsible for keeping records which disclose the time spent on the project along with travel or printing costs.
- B. Reports. The SRDC shall provide written monthly progress reports to SWHHS according to the schedule established.
- C. Hold Harmless: SWHHS agrees to indemnify and hold harmless the SRDC against any legal actions brought by any personal entity whatsoever arising out of or claimed to be arising out of performance of either party under this agreement for services.

V. Miscellaneous

- A. The SWHHS shall review all reports for compliance with its guidelines and requirements.
- B. The contract shall be subject to all pertinent state statutes and regulations.
- C. The contract shall be subject to modification at any time provided there is mutual agreement between the SRDC and the SWHHS on the nature of modification.
- D. Any portion of this contract deemed invalid by a court of competent jurisdiction shall be held severable and shall not affect the remaining portions.

VI. Independent Contractor Status

The SRDC is to be and shall remain an independent contractor with respect to any and all work performed under this Contract. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the SRDC as the agent, representative or employee of the SWHHS or any purpose or in any manner whatsoever. The SRDC acknowledges and agrees that the SRDC is not entitled to receive any of the benefits received by SWHHS employees and is not eligible for worker' or unemployment compensation benefits under the SWHHS. The SRDC also acknowledges and agrees that no withholding or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payment due to the SRDC and that it is the SRDC's sole obligation to comply with the applicable provisions of all federal and state tax laws.

IN WITNESS, THEREOF, THE SRDC has caused this contract to be duly executed on its behalf and the SWHHS has caused the same to be duly executed on its behalf.

SWHHS

SOUTHWEST REGIONAL DEVELOPMENT COMMISSION

Authorized Official

Authorized Official

Attested By

Attested By

Date: _____

Date: _____



PROFESSIONAL/TECHNICAL SERVICES AGREEMENT

This agreement, and amendments and supplements thereto, is between **Southwest Regional Development Commission, 2401 Broadway Ave, Slayton, MN 56172 (hereinafter “Consultant”) and the Region Five Development Commission, 200 1st Street NE, Suite 2, Staples, MN 56479 (hereinafter “R5DC”)**

WHEREAS, the R5DC is in need of professional/technical services in regard to the North Central Regional Food Business Center (NCRFBC), and

WHEREAS, the consultant represents it is duly qualified and willing to perform the services set forth in this agreement,

NOW, THEREFORE, it is agreed:

I **TERM OF AGREEMENT**

This agreement shall be effective on **July 1, 2023** and shall remain in effect until **June 30, 2028** or until all obligations set forth in this agreement have been satisfactorily fulfilled, whichever occurs first. Modifications to the work schedule can be readily made upon agreement of both parties.

Consultant will work directly with and report to the authorized representative of this agreement: Cheryal Lee Hills, Executive Director of Region Five Development Commission.

II **CONSULTANT DUTIES**

Provide direct technical assistance to small- and mid-sized food and farm businesses (producers, processors, aggregators, distributors, and other businesses within the food supply chain).

Consultant will:

- Attend a statewide Kick-off summit within 2 months following execution of agreements, to learn the WealthWorks Community Development planning approach and to learn more about the Regional Action Plans.
- Develop a regional action plan that will include implementation and funding plan. Regional ACTION plan. (max 10 pages, utilizing template offered by R5DC)

July 1, 2023 through December 31, 2023 (6 mos.): Consultant shall engage with stakeholders and partners to develop and implement a regional action plan for serving the region through technical assistance and investment opportunities that build capacity. Diverse value chain businesses shall design and prioritize initial technical assistance (TA) (e.g., aggregation/distribution, specialty crop processing for institutions). This plan will be fine-tuned and improved based on ongoing potential beneficiary engagement that shape NCRFBC TA services.

Consultant to execute a Regional ACTION PLAN by way of:

- A. Value chain/supply chain coordination, including networking and peer-to-peer sharing. Support the wide-ranging needs of stakeholders in the region through value chain coordination.
- B. Navigating and managing financial resources from third parties, including federal, state, tribal, and other sources. Assist smaller-scale food producers and food and farm businesses in the middle of the supply chain in identifying and navigating third party financial assistance, particularly from federal, state, tribal, and other sources.
- a. Year One – must write and submit a minimum of TWO funding/investment proposals to Federal, State, Philanthropic, or other investor sources. This includes a minimum of ONE of the two proposals submitted to the NCRFBC Business Builder Sub-awards.
- b. Year Two – must write and submit a minimum of TWO funding/investment proposals to Federal, State, Philanthropic, or other investor sources. This includes a minimum of ONE of the two proposals submitted to the NCRFBC Business Builder Sub-awards.
- c. Year Three – must write and submit a minimum of THREE funding/investment proposals to Federal, State, Philanthropic, or other investor sources. This includes a minimum of ONE of the three proposals submitted to the NCRFBC Business Builder Sub-awards.
- d. Year Four – must write and submit a minimum of THREE funding/investment proposals to Federal, State, Philanthropic, or other investor sources. This includes a minimum of ONE of the three proposals submitted to the NCRFBC Business Builder Sub-awards.
- e. Year Five – must write and submit a minimum of FOUR funding/investment proposals to Federal, State, Philanthropic, or other investor sources. This includes a minimum of ONE of the four proposals submitted to the NCRFBC Business Builder Sub-awards.

Consultant may apply for funding investments that supports their organizational offerings of business development services or training including planning, financial literacy, legal and regulatory awareness, succession planning, record keeping, and other topics identified and prioritized in the Regional Action Plan.

Additional committed activities include:

- promote the NCRFBC website and all activities.
- perform data collection per the evaluation plan, INCLUDING survey collection from TA recipients
- attendance of the annual statewide summit and every-other month coordinated calls
- submit quarterly reports and invoices to R5DC
- promote the cycle of available Business Builder Subawards throughout respective regions

III **CONSIDERATION AND TERMS OF PAYMENT**

Consideration for all services performed and goods or materials supplied by the Consultant pursuant to this agreement shall be paid by the R5DC as follows:

1. TOTAL Compensation not to exceed **\$300,000.00/\$60,000.00 annually (est. 800 hours/\$75 per hour)** for term of agreement. Compensation includes hourly rate and all expenses.
2. Travel related travel expenses are NOT an allowable expenditure under this agreement.
3. All required services or cost increases not included in this Agreement will be negotiated by the Consultant and the R5DC prior to those services being performed.
4. It is the policy of the R5DC to submit compensation only for actual expenses associated with the work performed.

“Indirect” charges shall not be tracked as part of this agreement. All Consultant expenditures are built into a personnel hourly rate OR absorbed by the applicant or consultant partners. Evidence of earned grant income will be documented by timecards.

Terms of Payment

Payment shall be made by R5DC promptly after the Consultants presentation of invoices for services performed and acceptance of such services by the R5DC. All services provided by the Consultant pursuant to this contract shall be performed to the satisfaction of R5DC as determined at the sole discretion of its authorized representative, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. The Consultant shall not receive payment for work found by the R5DC to be unsatisfactory or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation.

Invoices may be presented by Consultant according to the following schedule:

Invoice Due Dates	Amount	Deliverables completed by invoice due dates:
September 30, 2023	\$15,000.00	<ul style="list-style-type: none"> ▪ Execution of agreement ▪ Attend statewide Kick-off summit ▪ Submission of quarterly invoice and report
December 30, 2023	\$15,000.00	<ul style="list-style-type: none"> ▪ <i>Creation and submission of Action Plan</i> ▪ Submission of quarterly invoice and report
March 30, 2024	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
June 30, 2024	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
September 30, 2024	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report ▪ <i>Submission of two funding proposals</i>
December 30, 2024	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
March 30, 2025	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
June 30, 2025	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report ▪ <i>Participated in Intercultural Development Inventory group session</i>
September 30, 2025	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report ▪ Submission of two funding proposals
December 30, 2025	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
March 30, 2026	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
June 30, 2026	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
September 30, 2026	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report ▪ <i>Submission of three funding proposals</i>
December 30, 2026	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
March 30, 2027	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
June 30, 2027	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
September 30, 2027	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report ▪ <i>Submission of three funding proposals</i>
December 30, 2027	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
March 30, 2028	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of quarterly invoice and report
June 30, 2028	\$15,000.00	<ul style="list-style-type: none"> ▪ Submission of final invoice and report ▪ <i>Submission of four funding proposals</i>
Total	\$300,000.00	

IV **AUTHORIZED REPRESENTATIVES**

All official notifications, including but not limited to, cancellation of this agreement must be sent to the other party's authorized representative.

A. R5DC's authorized representative for the purpose of administration of this agreement is:

Name: Cheryal Lee Hills
Address: 200 1st Street NE, Suite 2, Staples, MN 5679
Telephone: 218-894-3233 x1
E-Mail: chills@regionfive.org

Such representative shall have final authority for acceptance of the Consultants services and, if such services are accepted as satisfactory, shall so certify on each invoice presented pursuant to Clause III, paragraph B.

B. The Consultant's authorized representative for the purpose of administration of this agreement is:

Name: Jayme I Trusty
Address: 2401 Broadway Avenue, Slayton, MN 56172
Telephone: 507.836.1636
E-Mail: execdir@swrdc.org
EIN#: 41-1235045

Such representative shall have final authority and authority to enter into this agreement.

V **CANCELLATION AND TERMINATION**

A. This agreement may be canceled by the R5DC at any time, with or without cause, upon thirty (30) days written notice to the Consultant. In the event of such a cancellation, the Consultant shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

B. Termination for Insufficient Funding. The R5DC may immediately terminate this agreement if it does not obtain funding from the funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or email notice to the Consultant within a reasonable time of R5DC receiving notice that sufficient funding is not available. R5DC is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Consultant will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available.

VI **ASSIGNMENT**

The Consultant shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the R5DC.

VII **LIABILITY**

The Consultant shall indemnify, save, and hold the R5DC, its representatives and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by R5DC, arising from the performance of this agreement by the Consultant or Consultant's agents or employees. This clause shall not be construed to bar any legal remedies the Consultant may have for R5DC failure to fulfill its obligations pursuant to this agreement.

VIII **GOVERNMENT DATA PRACTICES ACT**

The Consultant and the R5DC must comply with the Minnesota Government data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by Consultant in accordance with this agreement, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the R5DC in accordance with this agreement. The civil remedies of Minnesota Statute 13.08 apply to the release of the data referred to in this clause by either the Consultant or the R5DC. In the event the R5DC or Consultant receives a request to release the data referred to in this clause, immediately notify must be made to alternative party. Consultation is mandatory concerning the release of the data to the requesting party before the data is released.

IX **OWNERSHIP OF MATERIALS**

Rights and interest in all of the materials conceived or created by the Consultant, or its employees or sub consultants, either individually or jointly with others and which arise out of the performance of this agreement, created and paid for under this agreement. Including any reports, documents, powerpoint presentations and any video of presentations.(hereinafter MATERIALS) are **referred to a open source** unless otherwise copy written by consultant. The Consultant hereby assigns NO rights, title and interest to the MATERIALS. The MATERIALS created under this agreement by the Consultant, its employees and any subconsultants shall be shared by R5DC. The R5DC may post presentations and documentation on web. The R5DC will not post Consultant materials in-part and will honor the integrity of the material by posting in whole and will acknowledge the consultant as the author of the material.

X **AMENDMENTS**

Any amendments to this agreement shall be in writing and shall be executed by the same parties who executed the original agreement, or their successors in office.

XI **AUDITS**

The books, records, documents, and accounting procedures and practices of the Consultant relevant to this agreement shall be subject to examination by R5DC and their Auditor for a minimum of three (3) years from the end of the agreement.

XII **SURVIVAL OF TERMS**

The following clauses survive the expiration, cancellation or termination of this agreement: VII, Liability; VIII, Government Data Practices Act; IX Ownership of Materials; IX and XI, Audits.

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed intending to be bound thereby.


Approved:

1. RSDC:

RSDC certifies that the appropriate person(s) have executed the agreement on behalf of RSDC as required by applicable articles, by-laws, resolutions, or ordinances.

RSDCs authorized representative for the purpose of administration of this agreement is:

Name: Cheryl Lee Hills
Address: 200 1st Street NE, Suite 2, Staples, MN 56479
Telephone: 218-894-3233
E-Mail: chills@regionfive.org

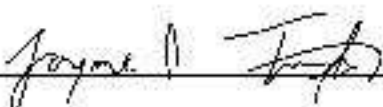
By (authorized signature and printed name)	
	
Cheryl Lee Hills	
Title	Executive Director
Date	06/28/2023

2. CONSULTANT

The Consultant certifies that the appropriate person(s) have executed the agreement on behalf of the consultant as required by applicable articles, by-laws, resolutions, or ordinances.

Consultant's authorized representative for the purpose of this agreement is:

Name: [Jayme I Trusty](#)
Address: [2401 Broadway Avenue, Slayton MN, 56172](#)
Telephone: [507-836-1636](tel:507-836-1636)
E-Mail: execdir@swrdc.org
EIN#: 41-1235045

By (authorized signature and printed name)	
Jayme I Trusty 	
Title	Consultant
Date	22 JUN 23

**TREASURER'S REPORT
MONTH END July 31, 2023**

Bank Account Information

INVESTMENTS -General Fund

APY

Bank	Amount	Due Date	Interest Rate
United Prairie Bank - Worthington	\$ 100,000.00	5/25/2024	4.45%
Jackson Federal Savings & Loan-Jackson	103,272.25	01/20/24	4.05%
Currie State Bank-Currie	112,095.31	09/02/23	2.00%
First Independent Bank-Russell	103,764.94	12/05/23	1.50%
Investors Choice - Slayton	101,256.43	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-Worthington to allow deposits above FDIC limits.

TOTAL INVESTMENTS	620,388.93
--------------------------	-------------------

ACCOUNTS-Dedicated and Undedicated Funds Program Accounts

7/31/2023

Minnwest Bank South-Slayton	Checking	\$ 3,000.00
Minnwest Bank South-Slayton	Savings	536,766.93
Minnwest Bank South-Slayton	Savings-F & H	7,627.90
First Independent Bank-Russell	Savings	40,510.21
United Prairie Bank-Worthington	Savings	61,101.98
Jackson Federal S&L-Jackson	Savings	149,923.73
TOTAL CASH ACCOUNTS	\$	798,930.75

Approximate Designated Funds-Projects

Regional Cultural Diversity Coalition	\$ -
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	\$ (466,254.20)

			<u>7/31/2022</u>
Total Investments	\$ 620,388.93		Unavailable
Total Cash Accounts	\$ 798,930.75		Unavailable
Total Dedicated Funds	\$ (466,254.20)		Unavailable
TOTAL FUNDS AVAILABLE FOR CASHFLOW (\$ 953,065.48	\$	-

SPECIAL REVENUE ACCOUNTS-NonAdministrative

EDA Planning Funds	\$ 51		
EDA Revolving Loan Funds-(business loans only)	278,205	Total EDA RLF	
Currie State Bank-RLF Savings-(business loans only)	2,581		280,786
C-EDA Revolving Loan Funds-(business loans only)	121,397	PACE Loan Funds	
PACE Funds-(loans only)	119,804		
PACE Funds-SEP-(loans only)	161,790		281,594
PACE Funds-(Electric Companies-funds to pay off loans & admin)	28,729		
PACE (County Funds used to pay down on REED loan)	\$88,704		
TOTAL SPECIAL FUNDS	\$ 712,557		



Southwest Regional Development Commission

Month End June 2023 Fiscal Year 2023

YTD Comparison % of Budget 91.67

FY23 Budget	July - September	October - December	January - March	April	May	June	April-June	Pending	Year to Date	Under / Over Budget	% of Overall Budget	Explanation/Comments
	Revenues											
	417,820	104,454.99	104,454.99	104,454.99	34,818.33	34,818.37	104,455.03	0.00	417,820.00	0.00	100.0%	Taxes earned to date, payments primarily received in Dec and Jun
	156,696	30,602.53	19,540.35	19,373.38	7,792.18	10,221.56	31,048.31	0.00	100,564.57	56,131.43	64.2%	Based on activity earned to date.
	75,000	18,750.00	18,750.00	30,000.00	0.00	7,500.00	7,500.00	0.00	75,000.00	0.00	100.0%	Based on Billings Yearly amt is \$75000
	18,233	5,400.00	1,736.00	4,381.39	3,060.00	0.00	6,715.31	0.00	18,232.70	0.00	100.0%	Grant Earned
	70,000	21,245.20	20,369.16	28,385.64	0.00	0.00	0.00	0.00	70,000.00	0.00	100.0%	Grant Earned
	140,000	3,370.84	1,568.44	21,752.22	4,540.72	10,120.70	16,370.46	0.00	43,061.96	99,938.04	30.8%	Based on activity earned to date. **lack of staff, requested extension**
	60,000	15,217.00	15,787.53	14,546.40	6,647.72	9,649.92	23,012.29	0.00	69,563.22	-8,563.22	114.3%	Based on activity earned to date.
	77,250	16,076.84	30,800.42	14,752.90	4,841.88	6,273.92	19,675.87	0.00	81,306.03	-4,056.03	105.3%	includes seed grants (additional funds for seed grants, which equals more time)
	19,184	0.00	12,452.55	3,372.43	0.00	11,374.95	11,374.95	0.00	27,199.93	-8,015.93	141.8%	Loan int/loan orig fee mostly received in Dec and June (code 48664321)
	7,500	3,213.00	3,121.44	1,165.56	0.00	0.00	0.00	0.00	7,500.00	0.00	100.0%	Budget is spent as of Feb 2023
	6,800	625.43	3,568.46	2,089.07	148.01	1,629.13	1,857.83	0.00	8,140.79	-1,340.79	119.7%	Bank int/loan orig fee
	1,048,483	218,955.83	232,149.34	244,273.98	61,848.84	91,588.55	222,010.05	0.00	917,389.20	131,093.50	87.5%	
	Expenditures											
	23,000	3,989.47	7,350.15	8,839.21	4,108.67	1,990.79	3,266.94	0.00	29,545.23	-6,545.23	128.5%	
	802,417	169,280.94	189,854.63	140,483.14	46,722.51	53,878.03	80,499.35	181,099.89	680,688.60	121,728.40	84.8%	
	30,000	8,379.66	11,836.91	2,041.57	2,491.16	1,594.44	1,676.78	5,762.38	28,020.52	1,979.48	93.4%	
	40,176	9,387.21	4,719.34	3,224.56	727.16	709.47	2,128.75	0.00	19,459.86	20,716.14	48.4%	
	4,421	1,353.97	1,131.95	1,017.98	45.95	9.99	1,025.24	1,081.18	4,585.08	-164.08	103.7%	
	6,694	2,017.60	1,316.10	1,336.60	440.75	440.02	440.04	1,320.81	5,991.11	702.89	89.5%	
	12,276	3,080.90	662.51	2,443.03	271.00	615.77	256.70	1,143.47	7,329.91	4,945.09	59.7%	copier/printer too
	5,145	1,243.80	911.00	0.00	0.00	0.00	2,104.12	2,104.12	4,258.92	886.08	82.8%	Insurance dividend/Our portion of bldg ins (yearly)
	12,250	3,062.40	1,976.66	2,142.46	1,531.40	622.77	1,962.84	4,117.01	11,298.53	951.47	92.2%	
	11,497	10,580.00	0.00	0.00	254.32	0.00	663.00	917.32	11,497.32	0.00	100.0%	
	80	0.00	0.00	0.00	0.00	80.00	0.00	80.00	80.00	0.00	100.0%	
	4,513	0.00	0.00	0.00	0.00	0.00	4,513.42	4,513.42	4,513.42	0.00	100.0%	
	25,800	7,828.37	3,146.47	9,200.70	731.18	1,757.73	3,002.04	5,490.95	25,666.49	133.51	99.5%	
	7,800	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00	0.00	0.0%	
	2,500	0.00	0.00	60.00	60.00	123.40	682.50	865.90	925.90	1,574.10	37.0%	
	5,200	1,000.00	3,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	1,200.00	76.9%	
	5,500	902.05	0.00	90.00	0.00	0.00	0.00	0.00	992.05	4,507.95	18.0%	
	30,000	588.00	15,000.00	10,000.00	0.00	4,366.90	0.00	4,366.90	29,954.90	45.80	99.8%	\$588 is City of Jackson (April/May 2022)
	2,000	0.00	60.00	620.93	863.27	0.00	0.00	863.27	1,544.20	455.80	77.2%	
	508	0.00	252.79	0.00	0.00	0.00	252.08	252.08	504.87	3.13	99.4%	Paid in December and June **an amt will be in January 2023**
	11,633	0.00	11,800.00	0.00	0.00	0.00	0.00	0.00	11,800.00	-167.00	101.4%	Paid in December and June
	20,753	5,125.57	5,159.88	5,223.68	1,757.35	1,765.47	5,276.44	0.00	20,785.57	-32.57	100.2%	Our portion of lease pymt
	1,064,164	227,819.94	258,178.39	186,693.86	60,004.72	67,937.43	102,808.14	230,750.29	903,442.48	160,721.26	84.9%	
	Revenues Over (Under) Expenditures											
	-15,681	-8,864.11	-26,029.05	57,560.12	1,844.12	635.23	-11,219.59	0.00	13,947			



Southwest Regional Development Commission

Month End July 2023 Fiscal Year 2024

YTD Comparison % of Budget 8.33

Revenues	FY24 Budget			July - September		Year to Date	Under / Over Budget	% of Overall Budget	Explanation/Comments
	July	August	September	July	September				
Taxes	443,445			36,953.75		36,953.75	406,491.25	8.3%	Taxes earned to date, payments primarily received in Dec and Jun
Contract for Services	120,435			9,575.58		9,575.58	110,859.42	8.0%	Based on activity earned to date.
MnDOT-Regional	75,000			0.00		0.00	75,000.00	0.0%	Based on Billings Yearly amt is \$75000
Economic Development Adm	70,000			5,080.06		5,080.06	64,919.94	7.3%	Grant Earned (Our share)
EDA Trails Grant	150,000			1,592.46		1,592.46	148,407.54	1.1%	Based on activity earned to date. (Our share)
RLF Admin (Covid & Regular)	60,000			5,336.35		5,336.35	54,663.65	8.9%	Based on activity earned to date.
Region 5 Energy	37,500			0.00		0.00	37,500.00	0.0%	Based on Billings (write 2 grants)
CERTs Funds	107,250			5,453.22		5,453.22	101,796.78	5.1%	Based on activity earned to date.- main Certs (not subprojects), includes seed grants (additional funds for seed grants, which equals more time)
PACE loan orig/int/misc	19,184			0.00		0.00	19,184.00	0.0%	Loan int/loan orig fee mostly received in Dec and June (code 4656/4321)
USDA Food Grant	60,000			0.00		0.00	60,000.00	0.0%	Based on Billings (800 hours at \$75/hr for the year)
Interest & Miscellaneous	6,800			146.83		146.83	6,653.17	2.2%	Bank int/loan orig fee
Total Revenues	1,149,614			64,138.25	0.00	64,138.25	1,085,475.75	5.6%	
									33,804
Expenditures									
Committee Expenses	30,300			2,472.30		2,472.30	27,827.70	8.2%	
Salaries & Fringe	863,791			55,091.79		55,091.79	808,699.21	6.4%	
Travel	30,000			5,428.89		5,428.89	24,571.11	18.1%	
Office Space Costs	44,194			715.74		715.74	43,478.26	1.6%	
Postage (on hand, not including Hsg Reimb)	4,863			64.94		64.94	4,798.06	1.3%	
Communications	6,819			440.18		440.18	6,378.82	6.5%	
Printing/Publication	20,504			1,165.30		1,165.30	19,338.70	5.7%	copier/printer too
Insurance	5,917			0.00		0.00	5,917.00	0.0%	Insurance dividend/Building Insurance
Supplies	17,000			26.94		26.94	16,973.06	0.2%	
Program Supply (EDA)	0			0.00		0.00	0.00	#DIV/0!	
Program Supply (Trails EDA)	0			0.00		0.00	0.00	#DIV/0!	
Program Supply (MNDOT)	0			0.00		0.00	0.00	#DIV/0!	
Computer	37,750			6,323.52		6,323.52	31,426.48	16.8%	
Audits	20,000			0.00		0.00	20,000.00	0.0%	
Consultant/Contracted Services/Legal	2,750			0.00		0.00	2,750.00	0.0%	
Dues/Memberships & Other	7,200			0.00		0.00	7,200.00	0.0%	
Financing Fees & Expenses	5,500			0.00		0.00	5,500.00	0.0%	
Seed Grants	10,000			0.00		0.00	10,000.00	0.0%	
Equipment/Building Updates	19,207			9,029.36		9,029.36	10,177.64	47.0%	
PACE loan interest paid	508			0.00		0.00	508.00	0.0%	Paid in December and June **an amt will be in January 2023**
Debt Service:Prin. & Int.	11,633			0.00		0.00	11,633.00	0.0%	Paid in December
Building Lease Principal Pymt	23,085			1,781.82		1,781.82	21,303.18	7.7%	Our portion of lease pymt
Total Expenditures	1,161,021			82,540.78	0.00	82,540.78	1,078,480.22	7.1%	
Revenues Over (Under) Expenditures	-11,407			-18,402.53	0.00	-18,402.53	-18,403		

Southwest Regional Development Commission Project Review

Agenda Item:

Meeting Date: September 14, 2023

Project Name: City of Alpha Infrastructure Improvement Project

Project Description:

The City of Alpha has applied to the USDA Rural Development fund for assistance with its infrastructure improvement project. The project will include improvements to the city's wastewater, drinking water, and stormwater systems. While the total amount of USDA Rural Development assistance is undetermined at this time, the total project cost will exceed \$13 million.

The existing mound wastewater treatment systems are approximately 30 years old, which is the anticipated design life. The mounds are displaying issues including multiple backups into dwellings, damaged maintenance hole covers, and deteriorating septic tank walls. Collapsing septic tanks pose risks to personnel servicing the tanks and are considered an imminent threat to public health and safety.

The existing WTP has been in operation since it was originally built in 1994 without any major rehabilitation projects. In the municipal water treatment industry, it is common to assume equipment has a 20-year design life. Many of the WTP components are showing signs of deterioration and need major upgrades or replacement.

The City's storm sewer system consists mostly of small-diameter drain tile lines, causing localized flooding and overall poor drainage in the city. The City of Alpha ordered this Preliminary Engineering Report (PER) to improve the sanitary, water, and storm sewer systems and to seek financial assistance through low-interest loans and grants.

Staff Comments:

The project manager from Short Elliott Hendrickson Inc. has been working with the City of Alpha and is in touch with the Jackson County Engineer about the proposed Alpha project. Jackson County will be updated throughout the PER approval process and if funded, during the design phase since CR45 is within city limits.

Project Review Time: 1 hour

Income to the SRDC for this Review: \$0

Reviewer: Kim Murphy, SRDC Development Planner

Southwest Regional Development Commission Project Review

Agenda Item:

Meeting Date: September 14, 2023

Project Name: The City of Edgerton 2022 Phase 1 Street Improvement Project in association with the WEP Project 2022 Phase 1 – Water, Sewer, and Storm Sewer.

Project Description: The City of Edgerton has applied for assistance to the USDA Rural Development fund for its 2022 Phase 1 Street Improvement Project. They have requested \$410,700.00 in assistance from Rural Development.

The proposed project will include improvements to portions of Main Street, Howard Street, Maple Street, 1st Avenue, 2nd Avenue, 3rd Avenue, and other areas. Construction of the proposed project is anticipated to begin in the spring of 2024 and be completed either late in the fall of 2024 or in the spring of 2025. A small portion of the work at the south end of Main Street may be started in the fall of 2023. The project will be advertised for public bidding in the coming weeks.

The proposed project will include the replacement of dilapidated infrastructure, including portions of the sanitary sewer collection system, drinking water distribution system, storm drainage system, and streets.

Staff Comments: The City of Edgerton provided the following relevant agencies with planning details: Pipestone County, MDH, MPCA, and MNDOT. The City of Edgerton has worked with DGR Engineering and has kept each agency apprised of the design processes for construction and construction timelines.

The Pipestone County Engineer indicated this project has been in process for roughly four years. DGR Engineering has been proactive in submitting plans to the Pipestone County Engineer for review. Throughout the four-year project period, the city and DGR have communicated with pertinent agencies to comply with underwriting conditions and statutes.

Project Review Time: 1 hour

Income to the SRDC for this Review: \$0

Reviewer: Kim Murphy, SRDC Development Planner

Southwest Regional Development Commission Project Review

Agenda Item:

Meeting Date: September 14, 2023

Project Name: City of Okabena Infrastructure Improvement Project

Project Description: The City of Okabena has applied for assistance from the USDA Rural Development fund for its infrastructure improvement project. The project will include improvements to the city's wastewater, drinking water, and stormwater systems. While the total amount of USDA Rural Development assistance is undetermined at this time, the total project cost will exceed \$19 million.

The following information on the proposed project reflects the project in its entirety.

Drinking Water System

Source – New Well and Treatment

- The proposed project will include the construction of a new municipal well and water treatment facility to supply the existing water system with adequately treated drinking water.

Storage – Water Tower Rehabilitation

- The proposed project will include rehabilitation of the City's drinking water storage system to bring it into compliance with OSHA regulations, AWWA standards, and EPA standards.

Distribution - Replace Select Portion of Watermain

- The proposed project will include the installation of new remote-read water meters and replacement of select portions of the existing system including water mains, gate valves, fire hydrants, and service laterals.

Wastewater System

Collection – Sanitary Sewer and Treatment System Improvements

- The proposed project will include replacement of a select portion of the existing system including sanitary sewer pipes, manholes, and service lines as well as improvements to the existing lift station building and wastewater treatment pond system.

Stormwater System

Conveyance – Stormwater System Improvements

- The proposed project will include the replacement of a select portion of the existing storm sewer system that is in poor condition.

Staff Comments:

The Project Coordinator / Aviation Planner from Bollig, Inc. provided an overview of the project indicating the proposed project includes improvements to the City of Okabena's drinking water, wastewater, and stormwater infrastructure. Due to the scope and timing of available funding, the project may be phased.

Bollig, Inc. is in communication with the Jackson County Engineer and public works regarding the project and the timeline. The project includes construction within road right-of-way owned by the city. Watermain improvements include replacing five crossings under CSAH 9 which can be done via directional drill. Sanitary sewer improvements include replacing one crossing under CSAH 9 which could also be done via pipe lining without excavation.

Project Review Time: 1 hour

Income to the SRDC for this Review: \$0

Reviewer: Kim Murphy, SRDC Development Planner

Southwest Regional Development Commission Project Review

Agenda Item:

Meeting Date: September 14, 2023

Project Name: City of Russell Street Improvement Project / WEP 2022 Phase 1 – Water, Sewer, & Storm Sewer

Project Description: The City of Russell has applied for assistance from the USDA Rural Development fund for their Street Improvement Project associated with the WEP Project 2022 Phase 1 – Water, Sewer, and Storm Sewer. They have requested \$1,109,000.00 in assistance from Rural Development.

Most of the streets that have utilities will be getting replaced with new pavement as well. A few of the project specifics include:

1. Replacement of the main open-pit lift station
2. Rehabilitation of all three remaining lift stations in town
3. Approximately 5,100 LF of Sanitary Sewer main replacement
4. Approximately 7,700 LF of water main replacement
5. Approximately 3,200 LF of storm sewer replacement
6. New water and sewer services up to the ROW for homeowners
7. Constructing an outlet structure from Clear Lake to help prevent flooding
8. The City of Russell will be working in conjunction with Lyon County on a Mill and Overlay project along CSAH 15 during their infrastructure improvements project.

Staff Comments:

The City of Russell has applied for all relevant permits with Lyon County, MDH, and BNSF Railroad. The City of Russell has kept each agency apprised of the design processes for construction and construction timelines.

The Lyon County Engineer confirmed he has been working with the City of Russell and Bollig Inc. Engineering & Environmental for two years on this project. He indicates part of the project will be funded by State Aid Municipal Construction Funds. Lyon County has committed \$350,000 for the bituminous surfacing portion of their project. Bollig Inc. has been proactive in submitting plans to the Lyon County Engineer and MNDOT for review.

Project Review Time: 1 hour

Income to the SRDC for this Review: \$0

Reviewer: Kim Murphy, SRDC Development Planner

ECONOMIC DEVELOPMENT REPORT

September 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) 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 \(mnado.org\)](https://www.mnado.org/development-organizations)) includes the latest data, much from 2022.

EDA PLANNING

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

Grants.gov houses EDA's Notice of Funding Opportunities. EDGE is used to submit applications.

EDA funding opportunities can be found at [Home \(eda.gov\)](https://eda.gov). The latest NOFO is their Recompete Pilot program. Eligible areas for the recompete pilot program in our region include the Lower Sioux Indian Community and our smaller cities including Wilder, Storden, Westbrook, Currie, Avoca, Iona, Jasper, Lucan, Revere, and Balaton.

EDA Reporting: The ED-917 RLF report and the ED-918 C-EDA reports were submitted in early August.

Virtual EDD Chapter Meet-Up for the Chicago Region: These networking and educational sessions will begin soon.

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 staff will again be involved in the "Career is Right" in partnership with DEED staff. 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 for renovations to a main street tax-forfeited building to house three separate family childcare providers in Hills. The City of Hills was awarded \$120,000 for this project. The fourth request for payment was recently submitted.

Southwest Minnesota Youth Committee: The committee meets in February, May, August, and November. This group gathers members who support career and technical education programs and educate students and parents about local career and training opportunities. The committee met last on August 10 and will meet again on November 2.

Cultural Diversity Event Sponsorship: The last scholarship was made available to the 29th Annual International Festival held in Worthington.

Southwest Regional Transportation Coordinating Council (RTCC): The group last met on June 21 and will meet again on September 20 and December 20. SRDC represents economic development on the council.

Friends in the Field: The group last met on July 12 and focused on mental health. The next gathering will be on October 11.

Digital Equity for America: To receive federal funding via the Digital Equity Act that was approved in November 2021, the Minnesota Office of Broadband Development (OBD) must prepare a statewide digital opportunity plan. DEED conducted two in-person listening sessions in the region. The draft vision statement is “A future where digital access connects all Minnesota residents to opportunities, options, and each other.” The public comment period runs through September 29. The full draft of the Digital Opportunity Plan can be viewed at [Digital Opportunity / Minnesota Department of Employment and Economic Development \(mn.gov\)](#). To submit a public comment about the draft plan, go to [Digital Opportunity Plan Public Comment - Formstack](#).

Succession Planning and Transitions: A session is being planned in Redwood Falls on September 6 from 10 a.m. to 1 p.m. Staff will be attending. RLF clients have been notified of this session.

Workforce Development: SRDC has been asked to participate in the Southwest Minnesota Workforce Development Forum on September 7 in Worthington from 9 a.m. to noon. The purpose of the forum is to develop workforce development strategies and priorities for southwest Minnesota. DEED will be present to share the current state of our workforce.

Entrepreneurial Conference: SRDC has been asked to participate on a panel during a session entitled “Financing and Technical Assistance Resources for Entrepreneurs.” Other panelists include the city of Hutchinson and the Southwest Initiative Foundation.

REVOLVING LOAN FUND (RLF) REPORT

September 2023

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

RLF

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 July 31 and approved one C-RLF loan application of \$100,000 to a business in Murray County. This loan has closed.

Interest Rates:

Interest rates for EDA RLFs can never be below the lesser of 4.25% (because the WSJ is now 8.5%). SRDC RLF has been using 75% of the WSJ (Wall Street Journal) Prime Rate for recent loans, which adheres to regulations governing RLF awards.

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/>.

EDA Supported RLF Community of Practice: This suggested networking opportunity for EDA-sponsored RLFs has now begun. Staff was accepted into the first cohort. The following is the known training schedule thus far:

- 8/17- General RLF Tactics
- 8/23- Marketing Strategies
- 8/31- Marketing- Session 2
- 9/13- Credit Workshop
- 9/14- Underwriting
- 9/26 Smaller RLF Strategies
- 9/28- Underwriting- Session 2

COVID-19 RLF (C-RLF)

Funds Available: Funds on hand are in the approximate amount of \$139,190.81. These funds will remain federalized until seven years have passed. Reporting will soon be required twice per year.

Traditional RLF

Funds Available: Funds on hand are in the approximate amount of \$303,963.77. These funds are defederalized.

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/>.

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: There are seven active loans. County commissioners voiced their continued financial support of the program, given funds are minimal. Applications continue to be pursued.
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. One loan was paid off in full on 8/31/23.
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. A loan client put an additional \$10,000 towards the principal, and in conjunction with that, a partial mortgage release was filed.

Property Assessed Clean Energy (PACE)

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.

Funds Available: Funds are currently available in the approximate amount of PACE SEP, \$161,144.89, and PACE ARRA, \$119,803.56. The latest loan was approved for a Murray County business for \$7,831.71.

PACE Committee: The committee meets as needed, often in conjunction with RMEB (Rural Minnesota Energy Board) meeting dates. 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. Staff provided project data for a recent DOC application submitted. RDCs (Regional Development Commission) will be eligible to apply under an RFP (Request for Proposals). The DOC included within their application non-competitive funds of \$300,000 to expand the financing capacity of the RMEB PACE program.

MN Department of Agriculture: Staff participated in the community engagement meeting with the MN Department of Ag on August 9. It was a great opportunity to share how PACE, among other programs, can potentially assist socially disadvantaged farmers and ranchers in accessing capital.

Participation Agreements: Per the suggestion of DOC, staff has begun initial discussions with lenders about participation agreements. Saint. Paul Port Authority has seen success in selling its PACE assessments to local lenders. Staff also discussed this with Minnesota Bank which has relationships with community banks throughout the 18 county RMEB service area.

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 energy audits, please contact Robin Weis, Deputy Director, at 507-836-1638 or via email at robin@swrdc.org.

PHYSICAL DEVELOPMENT REPORT

September 2023

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

ENERGY

Rural Minnesota Energy Board (RMEB): The board met on July 24th. They voted to set the 2024 budget with the same numbers as 2023. Adam Sokolski from EDF Renewables joined the meeting to speak to the group on curtailment increasing in Minnesota.

Wind curtailment is increasing in severity and geographic scope around Minnesota in 2023 for the first six months of the year. This trend is impacting old projects as well as new ones. EDF estimates that at least \$1.4 million in SW Minnesota (Nobles, Murray, Pipestone) will be impacted as far as tax revenue. Nobles County substation is a key substation for southern Buffalo Ridge Wind to get on the high voltage system and it is scheduled to be out through the end of 2025. The outage has reduced the rating of that system by about 600MW or 50% in terms of capacity.

Two speakers from the MN Department of Commerce presented.

Rich Davis spoke about site permitting, route permitting, and permit compliance. Leah Wilkes spoke about the commercial PACE program and how Commerce plans to address the shortage of energy auditors in the state.

The next meeting is scheduled for September 25 at 1 P.M. The RMEB, in partnership with CERTs, is inviting a larger audience from across the state to listen to Mike Reese, the Renewable Energy Director at the University of Minnesota West Central Research and Outreach Center in Morris, present about Green Hydrogen/Ammonia and the opportunities available for economic development in Minnesota.

Midcontinent Independent System Operator Cities and Communities Coalition (MISOCCC): This group recently flagged the following opportunities:

DOE GDO Transmission Siting and Economic Development Grants Program

\$300M available now with another tranche of future funding expected but the date TBD

- Letters of intent due Oct 31, 2023
- Full applications due April 5, 2024
- Informational webinar Sept 14, 2023

Siting & permitting support grants

- Intended uses: Fund studies, modeling, environmental planning, and analysis to assess alternatives, inform decision-making, and reduce time to process applications; support engagement with Tribes, rural and disadvantaged communities, facilitate FERC participation
- Eligible entities: state, local, and Tribal entities responsible for issuing permits

Economic development grants

- Intended uses: Expand direct benefits to transmission host communities affected by construction or operation of transmission; energy investments like microgrids, renewable energy power integration, and electric vehicle charging; support for essential community facilities for public safety, healthcare, education, and improved transit; encouraging community togetherness by investing in community centers and creating green spaces; workforce development via job training and apprenticeships
- Eligible entities – state, local, and tribal entities responsible for issuing permits

Energy Foundation Grant with Region 5: Staff assisted CERTs with writing an Energizing Rural Communities prize for \$100,000 from the Department of Energy. They submitted the application on May 24th and in July CERTs received the award letter for the prize. Staff continue to work with staff at CERTs, the White Earth Tribal Community College, and the Headwaters Regional Development Commission to implement an asset and needs assessment for clean energy workforce development in tribal communities across Minnesota.

Staff assisted Elliott McFadden, the Greater Minnesota Shared Mobility Program Coordinator at MnDOT, with a Charging and Fueling Infrastructure (CFI) grant from the federal Department of Transportation to build electric vehicle charging infrastructure in the region. Elliott submitted the grant in June. As part of the process, staff acquired letters of support from New Ulm Public Utilities, South Central Electric Co-op, SWIF, Worthington, Luverne, Mountain Lake, Slayton, Redwood County, Lower Sioux, St. James, and Faribault.

Clean Energy Resource Teams (CERTs):

Seed Grants: How could a seed grant of \$5,000-\$10,000 support clean energy projects in your community? Clean Energy Resource Teams (CERTs) is accepting seed grant applications for community-based projects related to energy efficiency, renewable energy, electric vehicles, and energy storage within Minnesota. Applications are due by noon on October 10, 2023.

CERTs is accepting applications through October 10, 2023, for projects that:

- Help people learn about clean energy and get energized.
- Build community by engaging a variety of partners.
- Remove barriers, making clean energy more accessible for everyone.
- Are highly visible in the community and can be an example for other communities.

Learn more and apply at: <https://www.cleanenergyresourceteams.org/certs-seed-grants>

World Mart – Deeping Impact Grant: World Mart was successful in their grant application. SRDC will receive \$1,500 for helping to coordinate this project. This round involves completing the battery and solar installations and Nathalie will 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: Changes from the legislative session include:

- \$29 Million available
- Eliminated Xcel territory - now all underneath Commerce
- Open to tribal schools and cooperative schools
- 40kW cap still in place, unless the utility decides the array can be larger
- Stakeholder meeting coming up in Fall 2023

Check out the Dept of Commerce website! <https://mn.gov/commerce/energy/industry-government/solar-schools/>

Solar for All: The MN Department of Commerce is applying for \$200 million to provide financial assistance for community solar and residential solar projects that target low to moderate-income households. They are doing engagement and outreach activities to get ideas for what they should include in their application.

Hiring Five Full-Time Regional Coordinators: Co-directors are in the interviewing stage of the process. In addition, several new Climate Corps and AmeriCorps members have joined the CERTs team across the state.

Energy Foundation Communications Grant: CERTs received \$100,000 for storytelling and communications work, mostly focused on the Inflation Reduction Act, with the opportunity for a second-year renewal based on performance.

Solid Waste & Natural Resources

Solid Waste Commission: The Solid Waste Commission had a Special Meeting on July 17th and authored a letter to the Minnesota Pollution Control Agency in opposition to the proposed rulemaking on demolition landfills. The Commission is scheduled to meet again on September 25th. Solid Waste Commission Staffing duties have transitioned to Kim Murphy with Executive Director Trusty filling in as needed.

Solid Waste Regional Plan:

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 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.

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.

Staff has been working with the Solid Waste Administrators on collecting and compiling land use and cover statistics for the region. The Solid Waste Administrators met on September 14th to discuss progress and a timetable for completion of the plan.

COMMUNITY DEVELOPMENT REPORT

September 2023

LOCAL ASSISTANCE | COMMUNITY PLANNING | COMMUNICATIONS | NORTH CENTRAL REGIONAL FOOD
BUSINESS CENTER

LOCAL ASSISTANCE

Friends of the Casey Jones State Trail: The Friends were successful in receiving a bonding bill request for \$1.32 million for the development of the Casey Jones State Trail. Thank you to Senators Weber and Dahms and Representative Schomacker for authoring bills in the House and Senate. The Friends has also learned of an opportunity for land acquisition funding through DNR and will be working on speaking to landowners between Woodstock and Lake Wilson to see if a route can be determined and land purchased. A request for bids is currently out for paving the final 2 miles into Woodstock. If there is money left over, work will provide for the development of a trailhead and small parking lot. Construction is expected this summer. Reconstruction of the Currie Loop segments is expected to begin in 2024. The Friends plan to host their Annual Meeting at a date that is yet to be determined.

COMMUNITY PLANNING & ACTIVITIES

RSDP Resilient Communities Workgroup: This group meets quarterly. The last meeting was on June 23.

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 Civic Arts training through DoPT and SMAC. They are working with a local artist based in Walnut Grove on civic engagement projects.

SRDC COMMUNICATIONS

Newsletter: If there is information you want shared in the SRDC newsletter, please contact 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: During FY2023, the organization should review strategies and goals and develop the next three years of goals and strategies for FY2024-2026.

USDA Regional Food Business Center

USDA Regional Food Business Center: In May 2023, the U.S. Department of Agriculture (USDA) announced the recipients of the USDA Regional Food Business Centers grant. Twelve organizations including Region Five Development Commission (R5DC) were selected. R5DC will serve as the coordinator for the North Central Regional Food Business Center which will serve Minnesota, North Dakota, and South Dakota. The USDA Regional Food Business Centers have been established to drive economic opportunities across their region, creating a more diversified and resilient food system. The grant amount is \$15 million over five years for MN, ND, and SD.

North Central Regional Food Business Center: The Southwest Regional Development Commission has partnered with R5DC to provide technical assistance. Robin Weis, Jason Walker, and Kim Murphy attended the RFBC kick-off in St. Paul on August 17. SRDC is in the public engagement phase of the project and will be setting up sessions to introduce the RFBC, make connections, and seek out ideas and suggestions. Our goal is to identify value chain gaps – what do we have in place and what areas can we build on? SRDC is working to put out a press release and create a social media campaign to introduce the grant and raise awareness. We will participate in monthly meetings facilitated by a representative from the Minnesota Farmer’s Union (MFU). In November, an action plan will be posted for public comment. Our SRDC RFBC action plan is due by 12/31/2023 or prior.

More information can be found on the Region 5 Development Commission website:

<https://www.regionfive.org/rfbc>

TRANSPORTATION REPORT

September 2023

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

TRANSPORTATION ADVISORY COMMITTEE (TAC)

The Southwest Regional Development Commission's Transportation Advisory Committee's annual meeting was held on Friday, July 21st from 10:00am-12:00pm. Tony Pfau reviewed the District 8 draft Area Transportation Improvement Program, Capital Improvements Plan, and updates on the FY 2024 construction updates. Angela Piltaver provided the same updates for District 7. Robert Clarksen provided a short status update on the State Freight Plan, reviewed final draft materials for the Minnesota Highway Freight Program, application details for the 3rd round of solicitations for the MHFP, changes in the Bipartisan Infrastructure Law and the Freight Investment Direction. He also provided a short status update on the State Rail Plan.

For information on MnDOT construction projects and five-year plans contact Jason Walker

AREAS TRANSPORTATION PARTNERSHIPS (ATP)

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 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.

For District 8, there were two applicants:

Lac Qui Parle County applied for funding to rebuild and armor the riverbank and bridge abutment of the Lac qui Parle River next to County State Aid Highway 31. Work for this project included the installation of riprap, gabion baskets, cable-tied concrete, and other hard armoring options, and earthwork to mitigate against the erosion of the riverbank.

Redwood County applied for funding to reconstruct three adjacent culvert crossings along County State Aid Highway 20, between Walnut Grove and Tracy.

Applicants have been contacted by the scoring committee and notified of their awards.

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. MnDOT District 7 received two applications for PROTECT funds. Those applications came from Faribault County for culver lining and Worthington for land acquisition for a future stormwater pond.

Carbon Reduction Program (CRP):

MnDOT District 7 extended its deadline for CRP project to May 19th. The district received three applications, which are as follows:

- Charging stations in Saint Peter
- 13-county electric truck pilot (each ATP-7 county)

- Saint Peter trails bundle

TRANSPORTATION PLANNING

Carbon Reduction Strategy: During summer 2023, MnDOT will gather input from partners and the public to identify priorities to help reduce carbon dioxide emissions from on-road highway sources. MnDOT central office has kicked off this effort by contacting Area Transportation Partnerships (ATPs) and conducting a survey to help develop the Minnesota Carbon Reduction Strategy (CRS). This strategy will be used as a guide into how MnDOT will use/distribute Carbon Reduction Program funds. Minnesota receives approximately \$20.9 million each year and the CRS is a requirement to receive these funds.

The CRS is due to the federal government by November 15, 2023.

Link to the survey: <https://bit.ly/3C4p5T4>

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>.

Quarterly Transportation Planners Meeting: The quarterly Transportation Planners meeting was held in Fergus Falls with a virtual option on August 23 and 24. During this meeting, Regional Development Organizations Transportation Planners learned more about MnDOT and University of Minnesota research on gender and travel, the latest projects and amenities in Fergus Falls, and Active Transportation updates.

ACTIVE LIVING & SAFE ROUTES TO SCHOOL (SRTS)

Safe Routes to School (SRTS) Planning: SRDC does not have a planning grant this fiscal year. The next grant solicitation opens in the spring of 2024. Thus far, the cities of Lamberton and Windom have expressed interest in applying.

SRTS Boost Grant Solicitations: These are non-infrastructure grants for \$5,000 to \$50,000. Lynd and Red Rock Central submitted applications on Wednesday, May 17, 2023. Both applications were successful, and they can begin working on their respective projects.

Lamberton/Red Rock Central Walk Audit: Staff organized a walk audit to be held in Lamberton on September 20 from 5:30 P.M. to 8:00 P.M.

SRTS Infrastructure

- \$10.9 million available
- \$1 million maximum award – no funding match
- Constructed in 2024 or 2025
- Open 10/9 for Letters of Intent – applications due 2/2/24
- <http://www.dot.state.mn.us/saferoutes/infrastructure-grants.html>
- Next October 2024 will be similar funding available

Active Transportation

- Funded \$4.5 million for applications from 2022 eleven high-scoring projects
- \$13.2 million available – no match funds required
- Greater MN focused – Met Council has its own AT Funding from sales tax
- \$1 million maximum award – no funding match
- Constructed in 2024 or 2025
- Open 10/9 for Letters of Intent – applications due 2/2/24
- <https://www.dot.state.mn.us/active-transportation-program/infrastructure-grants.html>
- Next October 2024 will be similar funding available

Active Transportation Safety Education

- Required training for all schools within the first 3 weeks
- K-3 Pedestrian safety education
- 4-8 Bicycle and Pedestrian safety education
- \$500,000 each year for education
- *If funds are left over after meeting the needs of 5–14-year-olds, additional funding may support 15–17-year-olds and adult education, and adults learn to ride.*

REGIONAL TRAILS PLANNING

No meetings were scheduled during the summer. Instead, volunteers have been conducting intercept surveys in the nine counties.

Also, staff collected counters from the Counters in Every County Campaign that ran from June 3rd to June 18th. Staff are running the reports and analyzing the data.

The next quarterly trail meeting will be Thursday, September 28th at 2pm.

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

Executive Director's Report

September 2023

It has been a busy summer as programs that are being developed in response to the legislative session are beginning to develop. Much of late July and early August was taken up with the staffing up process for the SRDC, but I am confident we have a good team in place going forward to take advantage of the upcoming opportunities.

I completed my County Board visits in July with visits to Redwood and Jackson Counties. Discussion at the Jackson County Board meeting led to Don Wachal stepping off the Commission as our meetings often conflicted with his MCIT responsibilities and the appointment of Scott McClure to the Commission. We are beginning to schedule City Council visits for this fall.

MADO Executive Directors met in person in June in Bemidji. There had been some friction between some of the agencies lately, so there was a facilitated team-building session led by the local director of the United Way. We barely scratched the surface of what we intended to do before the President of West Central Initiative decided she would no longer participate as their mission is just too different from the RDCs. They will continue to work with us on MNDOT (Minnesota Department of Transportation), EDA, and other issues at the staff level. We also met earlier this week in Thief River Falls.

I attended the 50th Anniversary celebration at Region 5 at the request of their Executive Director. It was quite productive, I got some time with Susan Brehm, the Director of the Chicago EDA Office as well as numerous state officials and Colleen Landkamer, the USDA Rural Development Director for Minnesota.

I represented the SRDC at the Open House for the Southwest Initiative Foundation at Painted Prairie in Currie. Commissioners Carney and VonHoldt were also in attendance. It was a good opportunity to get together with the Foundation staff, and we got a nice shout-out from SWIF President Scott Marquardt.

The CERTs Executive Directors met at the Department of Commerce at the end of August. This was an opportunity for Michelle Gransee to introduce us to two of the newest members of her team, Assistant Commissioner of Federal and State Initiatives Pete Wyckoff, and Assistant Commissioner of Regulatory Analysis Louise Miltich. CERTs will continue with the shared leadership model that they adopted when former co-director Lissa Pawlisch left for Commerce.

I also attended the DEED Digital Equity meeting in Marshall. DEED is required under the new federal broadband legislation to develop a digital equity plan for the state and submit it for federal review by November 30th. This was the second of 16 scheduled in-person informational sessions on what DEED is calling its "Digital Opportunity Plan". Deputy Director Weis and Chair Langseth attended the session in Worthington.



2401 Broadway Avenue, Suite 1
Slayton, MN 56172

www.swrdc.org