

# SRDC BOARD OF DIRECTORS MEETING

Thursday, February 14, 2019 at 3:30 p.m.  
Center for Regional Development Office, 2401 Broadway Ave, Slayton, MN

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## AGENDA

#	<u>Time</u>		<u>Page</u>
1	3:30 p.m.	<b>Call to Order &amp; Pledge of Allegiance</b>	
2	3:30 p.m.	<b>Introductions</b>	
3	3:35 p.m.	<b>Additions to &amp; Approval of Agenda</b> <b>Action Needed: Approve Agenda</b>	
4	3:35 p.m.	<b>Consent Agenda Items:</b> <ul style="list-style-type: none"><li>January Receipts &amp; Expenditures Report</li></ul> <b>Action Needed: Approval of Consent Agenda Items</b>	1-12
5	3:40 p.m.	<b>Finance Reports</b> — <i>Treasurer Gravley &amp; Finance Director Dianne Crowley</i> <ul style="list-style-type: none"><li>Treasurer’s Report, including bank accounts &amp; Investments</li></ul> <b>Action Needed: Approval of Treasurer’s Report</b> <ul style="list-style-type: none"><li>Administrative Report through January, 2019</li></ul> <b>Action Needed: Approval of Administrative Report</b>	Handout Handout
6	3:45 p.m.	<b>Project Reviews</b> — <i>Staff</i> As of the mailing there are no Project Reviews for Commission consideration.	
7		<b><u>Committee &amp; Staff Reports</u></b>	
	3:45 p.m.	<b>Budget &amp; Personnel Committee Report</b> <ul style="list-style-type: none"><li>McKnight Grant</li></ul> <b>Action Needed: Approval to Advertise &amp; Hire</b>	13
	3:55 p.m.	<b>Development Report</b> — <i>Staff</i> <ul style="list-style-type: none"><li>SW CERT Roles &amp; Responsibilities Review</li></ul> <b>Action Needed: Approve SW CERT Roles &amp; Responsibilities</b>	14-17 18-24
	4:05 p.m.	<b>Revolving Loan Funds</b> — <i>RLF Committee Chair Byrnes &amp; Economic Development Director Robin Weis</i> <ul style="list-style-type: none"><li>Commissioners will be updated on current RLF activities.</li><li>Commissioners will be updated on the Property Assessed Clean Energy (PACE) loan program.</li></ul>	25 26
	4:15 p.m.	<b>Transportation Report</b> — <i>staff</i>	27-28
	4:25 p.m.	<b>Executive Director’s Report</b> — <i>Executive Director Jay Trusty</i>	

<b>#</b>	<b><u>Time</u></b>	<b><u>Page</u></b>
	4:35 p.m.	<b>Chairman's Report</b> — <i>Chairman Mike Kuhle</i>
8	4:45 p.m.	<b>New Business</b>
9	4:45 p.m.	<b><u>Other Issues</u></b>
		<p><b>PSAP</b>            The 2020 Census Participant Statistical Areas Program (PSAP) is the process through which the US Census Bureau reviews and updates census tracts, block groups, and census designated places (CDP). Notification of changes need to be made by February 24<sup>th</sup>. Changes are usually justified by a change in population distribution or (in the case of CDPs) the need to collect data on an unincorporated place. Census blocks are the smallest geographic area for which the Census Bureau collects census data. Block groups are the next level above blocks, as they are groups of blocks. Finally, census tracts are divisions within counties that contain multiple block groups. These delineations are used by various agencies of the state and federal government, including economic development agencies.</p> <p><b>Board of Directors Terms</b>            Lincoln, Lyon and Murray County Delegations will need to caucus prior to the March Full Commission Meeting to determine their representative (three year terms) on the SRDC Board of Directors.</p> <p><b>Board of Directors Retreat</b>            The Retreat for SRDC Board Members will be held April 17-18, 2019 at Arrowwood Resort, Okoboji.</p>
10		<p><b>Announcements</b>            SRDC Commissioner vacancies exist from the following representation: Cottonwood County Municipalities, Cottonwood County Townships, Lyon County Municipalities, Redwood County Municipalities and Region 8 School Boards.</p> <ul style="list-style-type: none"> <li>• SRDC Office closed on Monday, February 18<sup>th</sup> in observance of President's Day.</li> <li>• SRDC Full Commission Meeting: Thursday, March 14<sup>th</sup> at 3:30 p.m. at the SRDC Office.</li> </ul>
11	5:05 p.m.	<b>Adjournment</b>

## Southwest Regional Development Commission

## Cash Receipts Report - By Month

January, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Received EFT	RLF Borrowers: Loan Payments (ACH)	2185	123	1/2/2019		CR	RLF Borrowers	\$16,872.45
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	2399-911	381-00-00-00	Loan Clearing	EDA RLF Overall				\$16,872.45
Check	Annette Fiedler: Headset(Returned to Vendor) Reimbursed	2189	753	1/4/2019		CR	Annette Fiedler	\$24.57
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	7831-205	211-00-12-19	Supply	CERT 18-19				\$24.57
	1495-205	211-00-12-19	Due To/Due From	CERT 18-19			\$24.57	
Check	Lyon County: 2019 RMEB Dues	2131	64	1/7/2019		CR	Lyon County	\$2,500.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00
Check	University of Minnesota: Certs #12	2147	742	1/7/2019		CR	University of Minnesota	\$5,475.89
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4722-205	211-00-12-19	Dept.Commerce Revenue.	CERT 18-19				\$5,475.89
	1495-205	211-00-12-19	Due To/Due From	CERT 18-19			\$5,475.89	
Check	Headwaters RDC: AMC Booth Expenses	2148	742	1/7/2019		CR	Headwaters RDC	\$100.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	1331-001	000-00-00-00	Accounts Receivable	Default				\$100.00
Check	Rhonda Wynia: Copies Made /Sales Tax	2149	742	1/7/2019		CR	Rhonda Wynia	\$12.29
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	8949-001	994-00-16-00	Reimb.Fm non SRDC	CC-Copy/Print				\$11.50
	2312-001	000-00-00-00	Sales Tax Payable	Default				\$0.79
Check	Cottonwood County: 2019 PACE Pilot Program	2170	47	1/7/2019		CR	Cottonwood County	\$6,336.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4351-001	222-84-10-00	County Funds	PACE RLF Pgm-Property A				\$6,336.00
Check	MC Xmas Project Donations	2146	741	1/8/2019		CR	MC Xmas Project Donations	\$245.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4621-001	662-05-00-19	Misc.Revenue	MC Christmas Project 19				\$245.00
Check	Saint Louis County: GMR Parks/Trail - Nov 2018	2150	743	1/9/2019		CR	Saint Louis County	\$180.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	1341-001	000-00-00-00	Due From Gov't/Agency	Default				\$180.00
Check	SWMHP: Dec 2018 Monthly Costs	2151	743	1/9/2019		CR	SWMHP	\$2,606.76
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	1335-051	000-00-00-00	Accts Receivable-SWMHP	Default				\$2,606.76
	1495-051	000-00-00-00	Due To/Due From	Default			\$2,606.76	

## Southwest Regional Development Commission Cash Receipts Report - By Month January, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	SWMHP: Financial/Secretarial Costs (Dec 2018)	2152	743	1/9/2019		CR	SWMHP	\$879.75
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	1341-001	000-00-00-00	Due From Gov't/Agency	Default				\$879.75
Check	SWMHP: Lease Payment (Jan 2019)	2153	743	1/9/2019		CR	SWMHP	\$2,749.98
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	7314-001	994-00-22-00	Interest Paid	CC-Space				\$277.96
	9212-001	000-00-00-19	Lease Payment	Unrestricted- 19				\$427.82
	2621-021	000-00-00-00	Obligation-Capital Lease	Default				\$427.82
	1497-021	000-00-00-00	Amt To Be Provided-Orig B	Default				(\$427.82)
	7314-001	994-00-22-00	Interest Paid	CC-Space				\$635.52
	9212-001	000-00-00-19	Lease Payment	Unrestricted- 19				\$1,408.68
	2621-022	000-00-00-00	Obligation-Capital Lease	Default				\$1,408.68
	1498-022	000-00-00-00	Amt To Be Provided-Bldg A	Default				(\$1,408.68)
	1495-021	000-00-00-00	Due To/Due From	Default			\$427.82	
	1495-021	000-00-00-00	Due To/Due From	Default			(\$427.82)	
	1495-022	000-00-00-00	Due To/Due From	Default			\$1,408.68	
	1495-022	000-00-00-00	Due To/Due From	Default			(\$1,408.68)	
Check	University of Minnesota: CERTS Green Step #2	2154	744	1/11/2019		CR	University of Minnesota	\$507.43
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4717-207	211-00-33-19	MPCA Revenue	CERT-Green Step FY19 -				\$507.43
	1495-207	211-00-33-19	Due To/Due From	CERT-Green Step FY19 -			\$507.43	
Check	Murray County: Current/Delinq Taxes	2158	746	1/11/2019		CR	Murray County	\$381.41
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	1311-001	000-00-00-00	Current Taxes Receivable	Default				\$376.39
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default				\$4.48
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19				\$0.54
Check	Faribault County: 2019 RMEB Dues	2132	65	1/14/2019		CR	Faribault County	\$2,500.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00
Check	Mower County: 2019 RMEB Dues	2133	65	1/14/2019		CR	Mower County	\$2,500.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00
Check	Martin County: 2019 RMEB Dues	2134	65	1/14/2019		CR	Martin County	\$2,500.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00
Check	Nobles County: 2019 RMEB Dues	2135	65	1/14/2019		CR	Nobles County	\$2,500.00
	<b>Account ID</b>	<b>Project ID</b>	<b>Account Description</b>	<b>Project Description</b>			<b>Debit Amount</b>	<b>Credit Amount</b>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00

## Southwest Regional Development Commission

### Cash Receipts Report - By Month

January, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	Pipestone County: 2019 RMEB Dues	2136	65	1/14/2019		CR	Pipestone County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19		County Funds	RMEB-19-Operating			\$2,500.00
Check	Murray County: 2019 RMEB Dues	2137	66	1/14/2019		CR	Murray County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19		County Funds	RMEB-19-Operating			\$2,500.00
Check	Murray County: MCECC 2019 Appropriation	2138	739	1/14/2019		CR	Murray County	\$3,000.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-780	671-05-00-00		County Funds	MCECC-Operating			\$3,000.00
	1495-780	671-05-00-00		Due To/Due From	MCECC-Operating		\$3,000.00	
Check	Lincoln County: 2019 RMEB Dues	2139	67	1/14/2019		CR	Lincoln County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19		County Funds	RMEB-19-Operating			\$2,500.00
Check	University of Minnesota: CERTS Green Step #3	2155	745	1/14/2019		CR	University of Minnesota	\$1,420.41
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4717-207	211-00-33-19		MPCA Revenue	CERT-Green Step FY19 -			\$1,420.41
	1495-207	211-00-33-19		Due To/Due From	CERT-Green Step FY19 -		\$1,420.41	
Check	Lincoln County: 2019 PACE Pilot Program	2171	48	1/14/2019		CR	Lincoln County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00		County Funds	PACE RLF Pgm-Property A			\$6,336.00
Check	Lyon County: 2019 PACE Pilot Program	2172	49	1/14/2019		CR	Lyon County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00		County Funds	PACE RLF Pgm-Property A			\$6,336.00
Check	Mower County: 2019 PACE Pilot Program	2173	49	1/14/2019		CR	Mower County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00		County Funds	PACE RLF Pgm-Property A			\$6,336.00
Check	Nobles County: 2019 PACE Pilot Program	2174	49	1/14/2019		CR	Nobles County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00		County Funds	PACE RLF Pgm-Property A			\$6,336.00
Check	Pipestone County: 2019 PACE Pilot Program	2175	49	1/14/2019		CR	Pipestone County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00		County Funds	PACE RLF Pgm-Property A			\$6,336.00

## Southwest Regional Development Commission Cash Receipts Report - By Month January, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount	
Check	Watowan County: 2019 RMEB Dues	2140	68	1/16/2019		CR	Watowan County	\$2,500.00	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating					\$2,500.00
Check	Jackson County: Current/Delinq Taxes	2164	749	1/16/2019		CR	Jackson County	\$415.02	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	1311-001	000-00-00-00	Current Taxes Receivable	Default					\$399.66
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default					\$12.73
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19					\$0.09
	4111-001	000-00-00-19	Tax Revenue	Unrestricted- 19					\$2.54
Received EFT	Freeborn County: 2019 RMEB Dues	2156	72	1/18/2019		CR	Freeborn County	\$2,500.00	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating					\$2,500.00
Check	Rhonda Wynia: Health Ins (Cobra) February 2019	2144	740	1/19/2019		CR	Rhonda Wynia	\$782.98	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	1331-001	000-00-00-00	Accounts Receivable	Default					\$782.98
Check	MC Xmas Project Donations (Slayton Firemans/Am. Fed SWHHS)	2145	740	1/19/2019		CR	MC Xmas Project Donations	\$250.00	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	4621-001	662-05-00-19	Misc.Revenue	MC Christmas Project 19					\$250.00
Check	Cottonwood County: 2019 RMEB Dues	2141	69	1/23/2019		CR	Cottonwood County	\$2,500.00	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating					\$2,500.00
Check	Blue Earth County: 2019 RMEB Dues	2142	70	1/23/2019		CR	Blue Earth County	\$2,500.00	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating					\$2,500.00
Received EFT	Brown County: 2019 RMEB Dues	2157	73	1/23/2019		CR	Brown County	\$2,500.00	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating					\$2,500.00
Check	A.C.E. of SW Minnesota: Dec 2018 Copies/Postage	2159	747	1/23/2019		CR	A.C.E. of SW Minnesota	\$150.97	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	1332-001	000-00-00-00	Accts Receivable-A.C.E.	Default					\$150.97
Check	SWHHS: TA IV Contract (December 2018)	2160	747	1/23/2019		CR	SWHHS	\$946.80	
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>				<u>Debit Amount</u>	<u>Credit Amount</u>
	1341-001	000-00-00-00	Due From Gov't/Agency	Default					\$946.80

**Southwest Regional Development Commission**  
**Cash Receipts Report - By Month**  
 January, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	SWHHS: CLT Mileage - January	2161	747	1/23/2019		CR	SWHHS	\$39.44
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4621-001	111-00-31-19	Misc.Revenue	MnDOT 19 Reg'l Plan				\$39.44
Check	Nobles County: Current/Delinq Taxes	2162	747	1/23/2019		CR	Nobles County	\$773.22
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1311-001	000-00-00-00	Current Taxes Receivable	Default				\$763.28
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default				\$9.54
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19				\$0.40
Check	Blue Earth County: 2019 PACE Pilot Program	2176	50	1/23/2019		CR	Blue Earth County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00	County Funds	PACE RLF Pgm-Property A				\$6,336.00
Check	Falcon Development: Initial Deposit to Set up Funds	2191	2	1/23/2019		CR	Falcon Development Inc	\$4,709.59
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4645-640	740-97-00-19	Other Revenue	Falcon Development Corpo				\$4,709.59
Check	Jackson County: 2019 RMEB Dues	2143	71	1/25/2019		CR	Jackson County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00
Received EFT	Redwood County: Current Taxes	2163	748	1/25/2019		CR	Redwood County	\$873.85
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1311-001	000-00-00-00	Current Taxes Receivable	Default				\$873.85
Check	Pipestone County: Current/Delinq Taxes	2165	750	1/25/2019		CR	Pipestone County	\$887.64
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1311-001	000-00-00-00	Current Taxes Receivable	Default				\$882.33
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default				\$5.10
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19				\$0.21
Check	Jackson County: 2019 PACE Pilot Program	2177	51	1/25/2019		CR	Jackson County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00	County Funds	PACE RLF Pgm-Property A				\$6,336.00
Received EFT	Lyon County: Taxes	2192	755	1/25/2019		CR	Lyon County	\$760.06
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default				\$758.66
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19				\$0.54
	4111-001	000-00-00-19	Tax Revenue	Unrestricted- 19				\$0.86

## Southwest Regional Development Commission Cash Receipts Report - By Month January, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	Rock County: 2019 RMEB Dues	2169	75	1/28/2019		CR	Rock County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00
Check	Martin County: 2019 PACE Pilot Program	2178	52	1/28/2019		CR	Martin County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00	County Funds	PACE RLF Pgm-Property A				\$6,336.00
Check	Cottonwood County: Taxes	2186	752	1/28/2019		CR	Cottonwood County	\$1,733.88
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default				\$1,733.21
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19				\$0.67
Check	Rock County: Taxes	2187	752	1/28/2019		CR	Rock County	\$598.18
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default				\$597.96
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19				\$0.22
Check	Lincoln County: Taxes	2188	752	1/28/2019		CR	Lincoln County	\$353.95
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default				\$353.72
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19				\$0.23
Received EFT	State of MN: DOT Transit - SRTS Fulda	2168	751	1/30/2019		CR	State of MN	\$405.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4711-211	113-29-18-00	MnDOT Revenue	Fulda SRTS				\$405.00
	1495-211	113-29-18-00	Due To/Due From	Fulda SRTS			\$405.00	
Check	Redwood County: 2019 PACE Pilot Program	2166	46	1/31/2019		CR	Redwood County	\$6,336.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-001	222-84-10-00	County Funds	PACE RLF Pgm-Property A				\$6,336.00
Check	Redwood County: 2019 RMEB Dues	2167	74	1/31/2019		CR	Redwood County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4351-610	711-00-00-19	County Funds	RMEB-19-Operating				\$2,500.00
Other	Jackson Federal S/L: Interest Income	2179	57	1/31/2019		CR	Jackson Federal Savings/Loan	\$136.02
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4651-001	000-00-00-19	Interest Revenue	Unrestricted- 19				\$136.02
Other	Jackson Federal Savings/Loan: RLF Interest Income	2180	55	1/31/2019		CR	Jackson Federal Savings/Loan	\$21.23
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4651-911	381-00-70-19	Interest Revenue	EDA-RLF Adm FY19				\$21.23



**Southwest Regional Development Commission**  
**Cash Receipts Report - By Month**  
 January, 2019

<u>Type</u>	<u>Description</u>	<u>Receipt Number</u>	<u>Deposit Number</u>	<u>Date</u>	<u>Source/Category</u>	<u>System</u>	<u>Payer</u>	<u>Amount</u>
Other	Minnwest Bank: Interest Income	2181	1	1/31/2019		CR	Minnwest Bank	\$0.23
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4651-640	740-97-00-19		Interest Revenue	Falcon Development Corpo			\$0.23
Other	United Prairie Bank: Interest Income	2182	56	1/31/2019		CR	United Prairie Bank	\$19.17
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4651-001	000-00-00-19		Interest Revenue	Unrestricted- 19			\$19.17
Other	Currie State Bank: RLF Interest Income	2183	54	1/31/2019		CR	Currie State Bank	\$0.54
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4651-911	381-00-70-19		Interest Revenue	EDA-RLF Adm FY19			\$0.54
Other	First Independent Bank: Interest Income	2184	54	1/31/2019		CR	First Independent Bank	\$77.90
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	4651-001	000-00-00-19		Interest Revenue	Unrestricted- 19			\$77.90
Check	Redwood County: Taxes	2190	754	1/31/2019		CR	Redwood County	\$3.65
	<u>Account ID</u>	<u>Project ID</u>		<u>Account Description</u>	<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>
	1312-001	000-00-00-00		Delinquent Taxes Receivab	Default			\$3.65
<b>Grand Total:</b>								<b>\$151,755.26</b>

# Southwest Regional Development Commission Invoice Expense Allocation Report

January, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount	Project ID
AFLAC	1/4/2019 663211	AFLAC - 01/02/19 Invoice	Paid	2161-001	Accident Insurance	\$71.48	000-00-00-00
				2162-001	Cancer Insurance	\$24.00	000-00-00-00
				2163-001	Dental Insurance	\$66.28	000-00-00-00
				2171-001	Disability Ins-After Tax	\$65.25	000-00-00-00
	1/18/2019 923605	AFLAC - 01/16/19 Invoice	Paid	2161-001	Accident Insurance	\$71.48	000-00-00-00
				2162-001	Cancer Insurance	\$24.00	000-00-00-00
				2163-001	Dental Insurance	\$66.28	000-00-00-00
				2171-001	Disability Ins-After Tax	\$65.25	000-00-00-00
	1/25/2019 078225	AFLAC - 1/30/19 Invoice	Paid	2161-001	Accident Insurance	\$71.48	000-00-00-00
				2162-001	Cancer Insurance	\$24.00	000-00-00-00
				2163-001	Dental Insurance	\$66.28	000-00-00-00
				2171-001	Disability Ins-After Tax	\$65.25	000-00-00-00
Bruce Kooiman XXX-XX-9830	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001	Committee PerDiem	\$50.00	000-00-00-19
				7121-001	Committee Exp	\$34.80	000-00-00-19
Cardmember Services	1/25/2019 01/25/2019	Visa: 12/15/18 - 01/15/19 Invoice	Paid	7931-001	Webpage	\$215.76	996-00-11-00
				6117-001	Meals	\$14.72	000-00-00-19
				6117-001	Meals	\$13.67	000-00-00-19
				6116-001	Hotel	\$100.58	000-00-00-19
Carol Wagner XXX-XX-4378	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	6115-001	Registration	\$70.00	811-00-00-19
				8961-911	Finance Fees & Exp	\$20.00	381-00-70-19
				7111-001	Committee PerDiem	\$50.00	000-00-00-19
				7121-001	Committee Exp	\$37.12	000-00-00-19
City of Slayton XX-XXX5544	1/4/2019 01/04/2019	Water/Sewer: 11/20/18 - 1 Invoice	Paid	7343-001	Water	\$18.40	994-00-22-00
				7343-051	Water	\$27.60	781-00-00-00
Culligan Water Conditioning	1/11/2019 01/11/2019	Water/Salt: Dec 2018 Invoice	Paid	7364-051	Water/Culligan	\$19.70	781-00-00-00
				7364-001	Water/Culligan	\$59.14	994-00-22-00
Darren Veldhuisen XXX-XX-9499	1/4/2019 01/04/2019	Snow Removal: Dec 201 Invoice	Paid	7363-051	Snow Removal	\$216.00	781-00-00-00
				7363-001	Snow Removal	\$144.00	994-00-22-00
Donald H. Wachtal XXX-XX-1522	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001	Committee PerDiem	\$33.33	000-00-00-19
				7121-001	Committee Exp	\$47.17	000-00-00-19
				7111-001	Committee PerDiem	\$16.67	811-00-00-19

# Southwest Regional Development Commission Invoice Expense Allocation Report

January, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount	Project ID
Donna Gravley XXX-XX-0836	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7121-001	Committee Exp	\$23.59	811-00-00-19
Eloise Hauschild XXX-XX-3682	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$0.00 \$42.92	000-00-00-19 000-00-00-19
Frontier Communications	1/11/2019 01/11/2019	Mthly Maint. Contract ( Invoice	Paid	7421-051 7421-001	Telephone Telephone	\$67.59 \$36.39	781-00-00-00 994-00-21-00
Fryberger, Buchanan, Smith & Freder XX-XXX0525	1/31/2019 18064.11901	RMEB: Legal - Dec 20 Invoice	Approved	8141-610	Legal	\$997.50	711-00-00-18
Grants Management Systems	1/18/2019 70122018	Services: Dec 2018 Invoice	Paid	7921-911	Softw/Maint/Purch	\$100.00	381-00-70-19
Hartwin A. Krefl XXX-XX-4798	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$60.32	000-00-00-19 000-00-00-19
Keith Elbers XXX-XX-5780	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$71.92	000-00-00-19 000-00-00-19
MailFinance	1/18/2019 N7522687	Postage Lease: 02/11/19 - Invoice	Paid	7211-051 7261-001	Postage Postal Supplies/Maintenance	\$429.86 \$429.85	781-00-00-00 994-00-17-00
Marilyn Samuelson XXX-XX-4649	1/25/2019 01/25/2019	Jan 2019 - Janitorial Serv Invoice	Paid	7351-001 7351-051	Janitorial Janitorial	\$328.00 \$472.00	994-00-22-00 781-00-00-00
Matthew J. Widboom XXX-XX-6984	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001 7111-211 7121-211	Committee PerDiem Committee Exp Committee PerDiem Committee Exp	\$50.00 \$35.38 \$50.00 \$131.08	000-00-00-19 000-00-00-19 111-00-13-19 111-00-13-19

## Southwest Regional Development Commission Invoice Expense Allocation Report

January, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project Amount ID
Michael L. VanDeVere XXX-XX-7929	1/24/2019	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$50.00 000-00-00-19
	01/24/2019	Invoice		7121-001	Committee Exp	\$44.08 000-00-00-19
Minnesota Counties Intergovernmenta	1/11/2019	2019 Ins: Work Comp	Paid	2173-001	Workers Compensation	\$1,256.00 000-00-00-00
	17856R	Invoice				
	1/11/2019	2019 Ins: Property/Vehicl	Paid	1411-001	Prepaid Expenses	\$4,385.00 000-00-00-00
	17856R	Invoice				
	1/11/2019	RMEB: Insurance 01/	Paid	7615-610	Insurance	\$2,092.00 711-00-00-19
	17829R	Invoice				
Murray Co Christmas Fund	1/18/2019	MC Xmas Project Dona	Paid	8971-001	PassThruExp	\$245.00 662-05-00-19
	01/18/2019	Invoice				
	1/18/2019	MC Xmas Project Dona	Paid	8971-001	PassThruExp	\$250.00 662-05-00-19
	01/18/2019	Invoice				
NADO	1/11/2019	Membership Dues: 01/	Paid	8411-111	Memberships	\$2,000.00 311-00-00-19
	01/11/2019	Invoice				
NCPERS Group Life Ins.	1/4/2019	Pera Life: Dec 2018 Dedu	Paid	2174-001	PERA-Life Insurance Payable	\$48.00 000-00-00-00
	01/04/2019	Invoice				
Northwest Gas	1/4/2019	Fuel: 11/18/18 - 12/15/1	Paid	7342-001	Fuel	\$155.53 994-00-22-00
	01/04/2019	Invoice		7342-051	Fuel	\$223.81 781-00-00-00
Paul Langseth XXX-XX-2867	1/24/2019	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$33.33 000-00-00-19
	01/24/2019	Invoice		7121-001	Committee Exp	\$29.39 000-00-00-19
				7111-001	Committee PerDiem	\$16.67 811-00-00-19
				7121-001	Committee Exp	\$14.69 811-00-00-19
Richard Anderson XXX-XX-2373	1/24/2019	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$33.33 000-00-00-19
	01/24/2019	Invoice		7121-001	Committee Exp	\$17.79 000-00-00-19
				7111-001	Committee PerDiem	\$16.67 811-00-00-19
				7121-001	Committee Exp	\$8.89 811-00-00-19
Richard W. Holmberg Ltd XX-XXX9023	1/11/2019	SRDC FY2018 Audit Co	Paid	8131-001	FinanceReview	\$300.00 515-00-51-00
	803	Invoice		8131-001	FinanceReview	\$300.00 515-98-61-18
				8132-001	Audit	\$6,625.00 995-00-00-00

# Southwest Regional Development Commission Invoice Expense Allocation Report

January, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project Amount ID
Robert Byrnes XXX-XX-9551	1/24/2019	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$50.00 000-00-00-19
	01/24/2019	Invoice		7121-001	Committee Exp	\$37.12 000-00-00-19
Robert H. Van Hee XXX-XX-6773	1/24/2019	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$50.00 000-00-00-19
	01/24/2019	Invoice		7121-001	Committee Exp	\$92.80 000-00-00-19
Schaap Sanitation	1/11/2019	Sanitation: 01/11/19 - 01/	Paid	7362-001	Sanitation Service	\$26.45 994-00-22-00
	1662077	Invoice		7362-051	Sanitation Service	\$39.68 781-00-00-00
Slayton EDA	1/4/2019	Lease Payment - Jan 201	Paid	1497-021	Amt To Be Provided-Orig Bldg	(\$838.88) 000-00-00-00
	01/04/2019	Invoice		1498-022	Amt To Be Provided-Bldg Addn	(\$2,387.60) 000-00-00-00
				9212-001	Lease Payment	\$838.88 000-00-00-19
				9212-001	Lease Payment	\$2,387.60 000-00-00-19
				2621-021	Obligation-Capital Lease	\$838.88 000-00-00-00
				2621-022	Obligation-Capital Lease	\$2,387.60 000-00-00-00
				7314-001	Interest Paid	\$545.02 994-00-22-00
				7314-001	Interest Paid	\$1,077.13 994-00-22-00
				4651-001	Interest Revenue	(\$99.79) 000-00-00-19
				1119-001	Adm Savings-MW-Health Ins.Acct	\$15,684.50 000-00-00-00
SRDC - Health Insurance Account	1/4/2019	2019 Savings Transfer fo	Paid	1119-001	Adm Savings-MW-Health Ins.Acct	\$15,143.10 000-00-00-00
	2019	Invoice		1119-001	Adm Savings-MW-Health Ins.Acct	\$3,990.00 000-00-00-00
				1119-001	Adm Savings-MW-Health Ins.Acct	\$247.80 000-00-00-00
				1119-001	Adm Savings-MW-Health Ins.Acct	\$300.00 711-00-00-18
SRDC	1/31/2019	RMEB: Dec 2018	Approved	8131-610	Finance Review	\$87.50 711-00-00-18
	01/31/2019	Invoice		8151-610	Finance Work	\$540.00 711-00-00-18
				8112-610	Ctr Service	\$105.00 716-00-11-18
	1/31/2019	PACE: Dec 2018	Approved	8151-610	Finance Work	\$105.00 716-00-11-18
	01/31/2019	Invoice				
				8118-610	Ctr.Service-Outreach	\$2,250.00 716-00-11-18
The Computer Man, Inc.	1/31/2019	PACE Outreach: Dec 20	Approved	8118-610	Ctr.Service-Outreach	\$2,250.00 716-00-11-18
	01/31/2019	Invoice				
	1/18/2019	Upgrade Wireless (UniFi U	Paid	7921-001	SoftwMaint/Purch	\$467.00 994-00-24-00
	280191	Invoice		7921-051	SoftwMaint/Purch	\$467.00 781-00-00-00
	1/18/2019	Services: Install GMS RL	Paid	7921-911	SoftwMaint/Purch	\$55.00 381-00-70-19
	280110	Invoice				

## Southwest Regional Development Commission Invoice Expense Allocation Report

January, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project Amount ID
	1/18/2019 280114	Recycling Fee: Towers/P Invoice	Paid	7911-001	CompRpr/Upkeep	\$85.00 994-00-24-00
Thomas D. Hoff XXX-XX-5029	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-19 \$34.80 000-00-00-19
Verizon Wireless	1/18/2019 9821434833	Tablets: 12/02/18 - 01/0 Invoice	Paid	7422-001	Cellphone	\$80.40 994-00-21-00
Wayne McFarquhar	1/30/2019 01/30/2019	PACE Loan Disburseme Invoice	Approved	8950-181	Loan Disbursements	\$25,320.00 222-84-10-00
William Crowley XXX-XX-4969	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-19 \$12.76 000-00-00-19
XCEL Energy	1/18/2019 01/18/2019	Electricity: 12/03/18 - 01 Invoice	Paid	7341-051 7341-001	Electricity Electricity	\$330.91 781-00-00-00 \$229.96 994-00-22-00

January 31, 2019

Grant No. 18-513

**VIA EMAIL**

Mr. Jayme I. Trusty  
Executive Director  
Southwest Regional Development Commission  
2401 Broadway Avenue, Suite 1  
Slayton, MN 56172-1142

Dear Mr. Trusty:

I am pleased to inform you that a two-year grant of \$100,000 to Southwest Regional Development Commission has been approved. These funds are to be used to expand renewable energy staff through February 2021.

Before we can pay the grant, we will need a Grant Agreement signed by the highest-ranking officer of Southwest Regional Development Commission.

Please obtain the necessary signature on the Grant Agreement. Once the agreement has been signed and returned to us, we will send our first payment.

If you have any questions regarding the grant, please call Aimee Witteman.

Sincerely,



Kate Wolford  
President

## DEVELOPMENT REPORT

February 2019

### A. CEDS REPORT

### B. ECONOMIC DEVELOPMENT

### C. COMMUNITY AND PHYSICAL DEVELOPMENT

- Local Assistance / Land Use, Planning and Zoning
- Waste Management / Energy / Natural Resources

### A. COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)

A complete revision of the CEDS is submitted every 5 years. An annual CEDS update is required annually.

The 2017 revision of DevelopMN is now available online. It can be found at <http://www.mnado.org/wp-content/uploads/2018/12/DevelopMN-2017-for-Appendix-w-revisions.pdf>. The 2019 revision is being worked on now along with a dashboard to showcase progress and accomplishments.

### B. ECONOMIC DEVELOPMENT

*EDA Grant*— The SRDC planning grant was submitted 1/11/19. This grant, if approved, will begin 7/1/19. The amount requested was \$70,000/year for 3 years for a total of \$210,000. EDA staff were unavailable during the partial federal shut-down.

Staff has provided technical assistance to 2 communities considering an EDA grant submission for EDA's Public Works and Economic Adjustment Assistance programs. The SRDC is also considering an EDA technical assistance grant regarding rural fire departments.

*Southwest ED Pros*— ED Pros is a group of economic development professionals that meet occasionally to learn more about new programs, share best practices, etc. If you have a topic and/or speaker in mind for a future meeting, please contact staff.

*Local Economic Development*— Staff is available to assist with local job fairs, technical assistance, data research, etc. The 2019 career expo in Marshall at SMSU will be held September 24 and in Worthington at Minnesota West on September 25. SRDC staff assists with the game show.

*Business Assistance*— Staff continues to assist inquiries made regarding business start-ups, retentions, and expansions and financing. Staff assists with 3 additional revolving loan fund programs within the region. The Falcon Development Corporation (Local Development Organization for the City of Heron Lake RLF) Annual Meeting will take place in February.

*LYFT Career Pathways*— Attached to the Development Report is a flyer on the four LYFT workshops taking place (**page 17**). Please note that on February 20 from 10 a.m. to 2 p.m., the workshop is in Balaton at TruShrimp. Also note that on March 7 from noon-4 p.m., the workshop is in Jackson at Minnesota West.



Workshops will explore opportunities and encourage partnerships between schools and industry by showcasing local success stories. Grants up to \$50,000 are available to jump-start career and technical education projects. Workshops will benefit employers, elected officials, school district leadership and staff, and other key stakeholders. To register, go to <https://www.eventbrite.com/o/lyft-launch-your-future-today-17957402018>.

*Broadband*— Rock County’s Building a Better Broadband Blandin project will be meeting on 2/7/19 to further review workplan, progress and budget. They held their PCs for people distribution in January.

*Diversity Assistance in the Region*— Staff is an active member of the Diversity Coalition which meets in Marshall. The Karen Organization of MN informed those in attendance that their Marshall office would be closing the end of January 2019. Phone consultations and educational presentations would still remain via their Roseville office. Our minority representative, Ron Skjong, may speak more about this at a future meeting.

*Labor Market Data*— Tools can be found at <https://mn.gov/deed/data/data-tools/>.

*Training for Economic Development Professionals:*

- 2/6/19— Brownfield Funding Resources Webinar
- 2/14/19— Business Retention and Expansion Webinar— Topic is Creating a Community Survey that Works

## **C. COMMUNITY AND PHYSICAL DEVELOPMENT**

### *Local Assistance / Land Use, Planning and Zoning*

#### *All-Hazard Mitigation Plans*

- All remaining plans are in the Draft Plan Finalization phase: Cottonwood, Murray, Lincoln, Pipestone, Redwood
- The SRDC & Emergency Management Directors are in the process of gathering final demographic, geologic, HAZUS, and other background information for the remaining updates. Once the plans are finalized, they will go into public hearing phase for 30 days, after which they will be accepted by HSEM & FEMA and then must be adopted by resolution by each participating jurisdiction. All plans must be complete and approved by August 8, 2019 (end of contract).

#### *Planning and Zoning:*

- Lincoln County Comprehensive Plan – has been approved. We will begin update of the Land Use codes in 2019.
- Murray County Ordinance update –Staff continues to work with Murray County staff and the Planning Commission on the update of the Zoning Ordinances.

### *Waste Management / Energy / Natural Resources*

#### *Waste Management*

- The Solid Waste Commission is scheduled to meet on February 11th.

## *Energy*

RMEB—is scheduled to meet on February 11th. The RMEB will be adding new members to the Steering Committee.

SW CERT: **Action requested.** The SRDC Board will be asked to approve a revision to the SW CERT Roles and Responsibilities. A draft is at the end of this report (**pages 18-24**).

Seed grants status: Two of the 5 grants have been completed with paperwork completed (Federated and Worthington HRA). Status of remaining: Windom – the new contractor is doing work on the entryway signs, the north sign will be solar and south will be wired to electricity; United Community Action has completed their blower door project, and are in the process of reporting requirements; SW Minnesota Housing Partnership –project will have an amendment in order to address staffing changes and a delay in pre and post blower door testing, the project deadline was extended to June 1, 2019.

A survey of all the electric utilities was sent out to identify which self-identify as being required to have a Conservation Improvement Program (CIP), and which choose to have a voluntary program; outreach areas they are looking at in 2019 and if they would like CERT assistance with outreach; and if they would like any peer to peer workshops—with what topic.



## LYFT Pathways Career and Technical Education Workshops

### Dates/Locations:

Feb. 19 – Appleton

Feb. 20 – Balaton

Feb. 25 – Litchfield

Mar. 7 – Jackson

More Information or  
REGISTER NOW:

[www.lyftpathways.org](http://www.lyftpathways.org)

### **Standard Agenda Format:**

#### **Welcome and Inspiration: Launching Your Future Today**

*Tom Hoff, SWWC Service Cooperative*

#### **Reality Check – Labor Market of West-Central Minnesota**

*Luke Greiner, Regional Labor Market Analyst, MN Department of Employment and Economic Development*

#### **Industry Needs: Fact Checking – Your Insights**

*Group Insights: Facilitated by Cheryl Glaeser, LYFT Pathways/Achieve TFC*

#### **Industry Partnerships Work: Shared Examples of Collaboration**

*Industry and education partners in areas such as manufacturing, healthcare, agriculture, information technology, and more share their experiences of working together on shared CTE courses/opportunities.*

#### **Collaboration is Key – Educational Institutions Working Together**

*Tom Hoff, SWWC Service Cooperative*

#### **Your LYFT OFF – Action Planning**

*Work together to explore and plan for your opportunities to collaborate. Seek guidance and insights from SWWC staff, education partners, and business representatives.*

#### **Wrap Up/Reflections**

Launch Your Future Today (LYFT) is a rural career and technical education (CTE) pathway initiative with the purpose of rebuilding CTE in southwest and west central Minnesota. LYFT is funded through a \$3 million Rural Career and Technical Education Consortium Grant, which was passed by the Minnesota Legislature in 2017. Funding is available through June of 2022. For more information, visit [www.lyftpathways.org](http://www.lyftpathways.org).

# ***Southwest Clean Energy Resource Team (SW CERT)***

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## ATTACHMENT I: CERT STATUTORY LANGUAGE

- 166.22 Sec. 27. **[216C.385] CLEAN ENERGY RESOURCE TEAMS.**
- 166.23 Subdivision 1. **Findings.** The legislature finds that community-based energy
- 166.24 programs are an effective means of implementing improved energy practices including
- 166.25 conservation, greater efficiency in energy use, and the production and use of renewable
- 166.26 resources such as wind, solar, biomass, and biofuels. Further, community-based energy
- 166.27 programs are found to be a public purpose for which public money may be spent.
- 166.28 Subd. 2. **Mission, organization, and membership.** The clean energy resource
- 166.29 teams (CERT's) project is an innovative state, university, and nonprofit partnership that
- 166.30 serves as a catalyst for community energy planning and projects. The mission of CERT's
- 166.31 is to give citizens a voice in the energy planning process by connecting them with the
- 166.32 necessary technical resources to identify and implement community-scale renewable
- 166.33 energy and energy efficiency projects. In 2003, the Department of Commerce designated
- 167.1 the CERT's project as a statewide collaborative venture and recognized six regional teams
- 167.2 based on their geography: Central, Northeast, Northwest, Southeast, Southwest, and
- 167.3 West-Central. Membership of CERT's may include but is not limited to representatives
- 167.4 of utilities; federal, state, and local governments; small business; labor; senior citizens;
- 167.5 academia; and other interested parties. The Department of Commerce may certify
- 167.6 additional clean energy resource teams by regional geography, including teams in the Twin
- 167.7 Cities metropolitan area.
- 167.8 Subd. 3. **Powers and duties.** In order to develop and implement community-based
- 167.9 energy programs, a clean energy resource team may:
- 167.10 (1) analyze social and economic impacts caused by energy expenditures;
- 167.11 (2) analyze regional renewable and energy efficiency resources and opportunities;
- 167.12 (3) link community members and community energy projects to the knowledge
- 167.13 and capabilities of the University of Minnesota, the State Energy Office, nonprofit
- 167.14 organizations, and regional community members, among others;
- 167.15 (4) plan, set priorities for, provide technical assistance to, and catalyze local energy
- 167.16 efficiency and renewable energy projects that help to meet state energy policy goals and
- 167.17 maximize local economic development opportunities;
- 167.18 (5) provide a broad-based resource and communications network that links local,
- 167.19 county, and regional energy efficiency and renewable energy project efforts around the
- 167.20 state (both interregional and intraregional);
- 167.21 (6) seek, accept, and disburse grants and other aids from public or private sources
- 167.22 for purposes authorized in this subdivision;
- 167.23 (7) provides a convening and networking function within CERT's regions to facilitate
- 167.24 education, knowledge formation, and project replication; and
- 167.25 (8) exercise other powers and duties imposed on it by statute, charter, or ordinance.
- 167.26 Subd. 4. **Department assistance.** The commissioner, via the clean energy resource
- 167.27 teams, may provide professional, technical, organizational, and financial assistance to
- 167.28 regions and communities to develop and implement community energy programs and
- 167.29 projects, within available resources.

## ATTACHMENT II: SW CERT and Responsibilities (Parameters)

### ARTICLE I: NAME.

The name of this organization shall be the Southwest Clean Energy Resource Team or the SW CERT.

### ARTICLE II: PURPOSE.

To connect citizens with the technical resources they need to identify and implement community-scale energy efficiency and clean energy projects. This will be accomplished in a regional, community-driven partnership primarily with the Southwest Regional Development Commission (SRDC), University of Minnesota Regional Sustainable Development Partnerships, Minnesota Department of Commerce, and Great Plains Institute, (hereafter referred to as CERT Partners). CERTs' purpose, broadly speaking, is defined in Minnesota Statute: <https://www.revisor.leg.state.mn.us/statutes/?id=216C.385&format=pdf>.

**Vision:** CERTs envisions clean energy solutions permeating our state and achieving impact through widespread, replicable and additive actions.

**Mission:** CERTs' mission is to connect individuals and their communities to the resources they need to identify and implement community-based clean energy solutions.

**Values:** CERTs holds values and principles that emphasize:

- Impartially meeting stakeholders where they are;
- Converting learning into doing; and
- Inclusive access.

CERTs staff and Steering Committee Members are encouraged to share CERTs' resources and tools broadly. However, it is essential that if addressing policy or advocacy issues, CERTs staff and Steering Committee Members refrain from invoking CERTs' name and avoid wearing their CERTs "hat," figuratively speaking (or literally a CERTs t-shirt). Because CERTs receives state funding, CERTs explicitly *does not* and *cannot* engage in policy or advocacy activities

### ARTICLE III: STRUCTURE

The SW Clean Energy Resource Team will have a Steering Committee which will function as an advisory body to the Southwest Regional Development Commission; and will provide input to the Rural Minnesota Energy Board (RMEB) who oversees policies and programs of the SW CERT in cooperation with the Southwest Regional Development Commission, CERT staff and partners.

The Southwest Regional Development Commission will provide the base operation of primary and program funding for the SW CERT through funding from the Minnesota Department of Commerce.

### ARTICLE IV: THE SW CERT STEERING COMMITTEE

#### A. Number and Appointment

Effective September 24, 2007, the Steering Committee will be comprised of at least 9 and no more than 17<sup>1</sup> members. Membership may include, but not be limited to the following:

- 4 - Elected Officials (representatives of the Rural Minnesota Energy Board)
- 1 representative from AURI, Agricultural Utilization Research Institute
- 1 representative from the MNSCU System in the SW CERT geographic area
- 1 – 2 representatives from the University of Minnesota Extension / SW Sustainable Development Partnership<sup>2,3</sup>

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<sup>1</sup> Members changed from 16 to 17 in 2019

<sup>2</sup> Representation by U of MN Sustainable Development Partnership added in 2016; combination of 1-2 representatives Extension / SDP added in 2019

<sup>3</sup> Representation by SWIF rescinded in 2016, due to lack of interest by SWIF

- 1 representatives from a power utility <sup>4</sup>
- Up to 9 at large members representing renewable energy interests in the SW CERT geographic area.

Diligent efforts shall be made to nominate and appoint members to reflect in all aspects diversity in the membership of the Members and its committees.

B. Terms of Steering Committee Members

The Steering Committee Members shall hold office until each is re-appointed or his or her successor is appointed in accordance with the nomination and appointment processes defined in these Articles. Each Member may serve for a two year term and is eligible to serve three consecutive full two year terms. Steering Committee members from AURI, Sustainable Development Partnership Energy Committee, Extension, and USDA are energy related staff experts and there is no term expiration. <sup>5</sup>

If a Member resigns or is removed, his or her successor shall be nominated to complete the unexpired term and appointed as soon as possible and in a manner consistent with the processes described in Article IV.C

C. Nominations and Appointments

A request for Steering Committee nominations will be announced in July every two years (odd years). A nomination form will be available for all at large candidates. Candidates from the organizations identified in Article IV A will submit candidate(s) name.

The slate of candidates will be presented at the regularly scheduled September Rural Minnesota Energy Board (RMEB) meeting. The RMEB will review all nominations from the SW CERT Steering Committee and make recommendations of the SW CERT Steering Committee members to the SRDC.

D. Responsibility of the Steering Committee<sup>6</sup>

The Steering Committee's responsibility is to:

- 1) Guide SW CERT Work:
  - a. Review and provide input to SW CERT Planning documents and Plan updates, including team goals and direction
  - b. Through SW CERT meetings (typically 1-3 per year), communicate and make recommendations for awarding funds that support identification and implementation of community-scale renewable energy and energy efficiency projects,
  - c. Make recommendations and provide direction on raising and expending funds for renewable energy and energy efficient projects
- 2) Eye and Ears: Let SW CERT know about local clean energy activities, whether it be projects moving forward or concerns people are voicing;
- 3) Serve as ambassadors:
  - a. We rely on you to be a CERT ambassador to your networks, colleagues, and peers by sharing CERT resources, events, and contacts on a regular basis.
  - b. Participate in CERT conference and shaping the conference agenda.
  - c. Assist in shaping regional workshops.
  - d. Help SW CERT document outreach that you do on energy and energy efficiency by sending updates, questions, and feedback when you have engaged people or communities.
- 4) Engage in other activities which the Steering Committee deems consistent with the purpose of the SW CERT, suggestions of activities include but are not limited to:

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<sup>4</sup> Removed USDA representative due to lack of interest from USDA, added representation by an energy utility in 2019.

<sup>5</sup> Modified term limits for energy related staff on the Steering Committee was approved by the SRDC in May 2011.

<sup>6</sup> Added clarified roles and responsibilities for steering committee members to be more in line with other regional steering committees, 2019.

- a. Connect 5 businesses to PACE
- b. Share the Right Light Guide with a group in their community
- c. Connect a group to a CERTified Campaign (Saving Watts and Drops)
- d. Participate in a business blitz (if appropriate)
- e. Host an info/networking session
- f. Include a few slides about CERTs in a presentation
- g. Connect CERTs with a new potential Steering Committee member or champion
- h. Conduct outreach around a CERT effort - promoting an event, seed grants, etc.
- i. Help coordinate a regional event.
- j. Serve as the lead "contact" for a seed grant

#### E. Fiscal Authority of the SW CERT

The Steering Committee shall review an annual Work Program and budget for the SW CERT program, including dollars available for staffing, regional expenses, and project support. Steering Committee members will also make recommendation to the Southwest Regional Development Commission on the best process for allocating the regional project funds. After establishing the process for awarding regional project dollars, the Steering Committee will be responsible for making recommendation of SW CERT grant spending decisions to the Southwest Regional Development Commission.

Expenditures of these funds shall be in accordance with the Southwest Regional Development Commission and Department of Commerce contract requirements.

#### F. Funding.

CERTs operates through an ever-changing mix of funding, but CERTs' core funding comes from the Conservation Applied Research and Development (CARD) fund via the Minnesota Department of Commerce, as directed by the Minnesota Legislature:

[https://www.revisor.mn.gov/statutes?id=216B.241&year=2017&keyword\\_type=all&keyword=216B.241](https://www.revisor.mn.gov/statutes?id=216B.241&year=2017&keyword_type=all&keyword=216B.241) (statute 216B.241, subd 1e., paragraph c).

#### **ARTICLE V: BYLAW AMENDMENTS**

A proposed amendment to the SW CERT Parameters must be submitted in writing to the SRDC 30 days before an SRDC meeting. The Southwest Regional Development Commission meets every month, usually on the 2<sup>nd</sup> Thursday; the item will be placed on the meeting agenda for discussion. All Parameter amendments require approval by the SRDC.

#### **ARTICLE VI: SW CERT STEERING COMMITTEE AND REGIONAL TEAM MEETINGS**

##### A. Steering Committee Meetings

The Steering Committee will meet on an as needed basis prior to each regional team meeting (RMEB) to plan and discuss the upcoming meeting agenda items (either in person or via conference call).

The Steering Committee will also meet following each request for proposal round to review requests for funding and develop funding recommendations for the entire regional CERT. The Steering Committee will review and authorize any changes in scope to seed grant projects, following the recommended funding.

A Committee Chair will be selected to run the meeting. Roberts Rules of Order will be observed when deciding an issue or making recommendation on project funding.

A meeting record will be kept by the SW CERT staff.

A conference among Steering Committee Members by any means of communication through which all participants can simultaneously hear each other during the meeting may be deemed a meeting of the SW Steering Committee, provided that at least one half plus one of the Members of the Steering Committee participate.

##### B. Regional Team Meetings



The Regional CERT updates will be included in the RMEB bi-monthly meetings. Other meetings may be called as needed and may be held using teleconferencing or other electronic means. Meetings of the team may be held at such time and place as are decided by the Steering Committee.

**ARTICLE VIII: COMMITTEES OF THE SW CERT**

The SW CERT may from time to time recommend to the SRDC to establish other committees, task forces, and advisory committees to seek information, to promote discussion or to advise the SW CERT on specific programs or initiatives. All task forces, advisory, and other committees will stay in communication with the SW CERT Steering Committee and shall include at least one Steering Committee Member. Membership on these committees, task forces and advisory committees will be open to any interested SW CERT member.

**ARTICLE IX: CONFLICT OF INTEREST**

In the spirit of sustainable development, a major goal is to conduct business locally and to increase economic interactions within the region as opposed to importing services or goods from outside the region. Because of this goal, it is important for Steering Committee Members and staff of SW CERT to avoid any potential conflicts of interest in either making business arrangements with vendors or in the awarding of grants of funds to support specific projects.

Thus, Steering Committee Members and staff of SW CERT shall state any conflict of interest they have in ideas and proposals that come before the Steering Committee. A person with a conflict of interest may be part of discussion but will leave the room and not participate in the decision to recommend funding for that particular project/initiative.

Steering Committee Members and staff shall not directly receive any funds allocated by the SW CERT.

# ATTACHEMENT III: THE SW CERT STEERING COMMITTEE MEMBERS

## THE SW CERT STEERING COMMITTEE

Guidance: at least 9 and no more than 17 members. Membership may include, but not be limited to the following:

- 1 representative from AURI (no term limit)

<i>Dennis Timmerman,</i>	9 2007 – -8-2014
<i>Nan Larson</i>	9-2014 – 12-2018
Harold Stanislawski	

- 1 -2 representatives from Extension / U of MN Sustainable Development Partnership (no term limit - 2016)

David Benson (SDP)	1-2016 – current	Notes: Benson will be assisted by Anne, expect new SDP member replacement in July
<i>Holli Arp (Ext)</i>	9 2007 – 12-2012	
Anne Dybsetter (Ext)	1-2013 – current	

- 4 - Elected Officials (representatives of the Rural Minnesota Energy Board).

<i>David Benson</i> Steve Ritter	9 2007 – -9 2009 1-2013 - 9-2013	9 2009 – 9 2011 9-2013 - 2015	9 2011– 12 2012 2015 – current (17)	9-2017
<i>John Oeltjenbruns</i> <i>David Henkels</i> Don Wachal	9 2007 – 9 2009 9-2013 – 9-2015 1-2017-current	9 2009 – 9 2011 2015 to 12- 2016	9 2011 – 9 2013	
<i>Jack Potter</i> Steve Flohrs	9 2007 – 9 2009 1-2013 - 9-2013	9 2009 – 9 2011 9-2013 - 2015	9 2011 – 9 2013 2015 – 9-2017	9-2017 - current
<i>Tom Warmka</i> <i>Kevin Vickerman</i> <i>Ken Hoime</i> Gary Overgaard	9 2007 – 9 2009 5-2011 – 9-2011 1-2013 - 9-2013 1-2017 - current	9 2009 – 5 2011 9-2011 - 12- 2012 9-2013 -9 -2015	9 -2015 - 12-2016	

- 1 representative from the MNSCU System in the SW CERT area –

<i>Steven Davis</i> Roxanne Hayenga	9 2007 – 9 2009 9-2013-2015	9 2009 – 9-2011 2015-2017	9-2011 - 9-2013 9- 2017-current	
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- Representative from an energy utility SW CERT area

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- Up to 9 at large members representing renewable energy interests in the SW geographic area.

<i>Brian Christiansen, NRCS</i> Michael Emerson Laura Malwitz	9 2007 – 9 2009 1-2016 – 5-2017 5- 2017-current	9 2009 – 9-2011	9-2011 9-2013	
<i>Mark Lindquist, DNR</i> Abraham Algadi (WREA)	1-2013 – 9-2013 1-2016 - current	9-2013- 1-2014		
<i>Julie Rath, RADC</i>	1-2013 – 9-2013	9-2013 – 2015	2015-9-2017	9-2017-12-2018
<i>Jennifer Prins, SWMHP</i> Vince Robinson, LCI	1-2013 – 9-2013 1-2016 - current	9-2013 –2015		
<i>David Benson, RSDP,</i> Paul Pierson	1-2013 – 9-2013 7-2017 – 9-2017	9-2013 – 9-2015 9-2017-current		
Miron Carney	9-2013- 2015	2015-9-2017	9-2017-current	
Tracey Haberman, NCCE	11-2016 – 9-2017	9-2017-current		

## **Revolving Loan Fund (RLF) Report- February 2019**

### **A. FUNDS AVAILABLE**

Funds are currently available in the approximate amount of \$235,600 (including January ACH payments). An application is being put together for committee consideration for a Murray County loan.

### **B. RECENT ACTIVITY**

**RLF Committee**—The committee meets as needed.

**Servicing Issues**—On-going loan servicing issues continue to be addressed, as well as site visits. These include recent issues such as business succession planning.

**New Applicants**— The SRDC RLF continues to field calls from potential applicants. Several requests have been received this past month. Interest rates are as low as 4%. The SRDC RLF Application (fillable) and Requirements Checklist is updated online and can be found at <http://www.swrdc.org/economic-development/revolving-loan-funds/>.

**EDA RLF Webinar**— The next EDA RLF Webinar is entitled “Utilizing the Toolbox Approach” and will be held on March 5th. The previous webinar on 12/11/18 was entitled “Development Loan Committees and Monitoring their Involvement.” Our mentees are from South Central Oregon EDD (Oregon) and South Central Ozark Council of Governments (Missouri).

**Sales Tax Workshop**—The biggest take away was:

- U.S. Supreme Court ruled in South Dakota v. Wayfair that physical presence is not required for sellers to be responsible for sales tax collection. Now all MN sellers, regardless of their location must collect state and local sales taxes based on the location of their customer. There is a small seller exception to collect MN sales tax (100 sales shipped to MN or 10 or more sales shipped to MN totaling \$100,000).

If you have questions about the RLF report, please contact Robin Weis, Economic Development Director, at 507-836-1638 or via e-mail at [robin@swrdc.org](mailto:robin@swrdc.org).

## Property Assessed Clean Energy (PACE)

### Revolving Loan Fund Report- February 2019

#### **A. FUNDS AVAILABLE**

Funds are currently available in the approximate amount of \$81,874 (ARRA Funds Only). 26 loans have been approved thus far totaling \$957,212.06. The latest loan was to a Lyon County business in the amount of \$25,320.

REED and REDG funds are being kept to comply with future loan payment obligations. It is expected that much of the REED loan will be paid back via 2019 Appropriation letters sent to 15 of the 18 RMEB counties. As of this writing, 10 of 15 counties have submitted their \$6,336.

#### **B. PACE COMMITTEE**

The committee meets as needed or in conjunction with the RMEB. The committee last met on January 28. Weis will submit the ARRA 5 year extension by June 30, 2019.

#### **C. GENERAL INFORMATION**

PACE is available to businesses, including agri-business, as well as non-profits, including churches. *If you have groups in your area that would benefit from hearing about PACE, please contact Robin.* Outreach requests in 2019 will be referred to the PACE committee or RMEB members unless time and mileage reimbursement is available.

Energy audit assistance has been helpful in generating interest for PACE and energy efficiency in general. The USDA Energy Audit Assistance program was extended for one year ending April 2019. Staff encourages members to assist with outreach in this area in particular as if funds are not spent, they will need to be returned. At the time of submitting the grant for assistance, there were no or few free options for energy audits.

For the latest Energy Audit Assistance applications or the PACE brochure and application, please go to <http://www.rmeb.org/pace.htm>.

If you have questions about PACE, or about energy audits, please contact Robin Weis, Economic Development Director, at 507-836-1638 or via e-mail at [robin@swrdc.org](mailto:robin@swrdc.org).

## Transportation Report – February 2019

**SRDC Transportation Committee:** No meeting scheduled at this time.

### **Area Transportation Partnerships:**

**ATP 7** — Met on January 4, 2019 in Mankato and is scheduled to meet on March 8. The TA subcommittee will be meeting on February 28.

**ATP 8** — Is scheduled to meet on March 8. The TA Subcommittee is scheduled to meet on February 15, 2019.

**Programming Update Workgroup:** No report.

**District 7 and 8 CHIP outreach:** No report.

**Transportation Planners Meeting:** Is scheduled for February 19-20 in St Cloud.

**Greater Minnesota Regional Transportation Organizational Planning Grant:** UCAP staff is in the process of proposal revision, which is due on February 15, 2019. If approved, the project will run a full twelve months for the planning grant and will have until October 2020 to submit an implementation grant request.

**District 7 Manufacturers Study:** District 7 will be undergoing the development of a Freight Plan with the focus on Manufacturers. Staff is assisting with interviews.

**District 8 Freight Plan:** In 2019, the District will begin the process to develop a new freight plan.

**CAV:** The CAV workshop in Marshall: Southwest Minnesota State University in Marshall, MN 56258 from 1:00 to 4:00 pm on Thursday, February 28, 2019.

**Active Living Plans:** *Statewide Health Improvement Partnership (SHIP) Community Leadership Team (CLT):* Staff continues to work and connect with SHIP in both Des Moines Valley Health & Human Services' SHIP region (Cottonwood, Jackson, Nobles) and the Southwest Health and Human Services SHIP Region (Lincoln, Lyon, Murray, Pipestone, Redwood, Rock). MDH has stated that SHIP is to work with their Active Living and SRTS Plan communities on a quarterly basis for the next 10 years or so.

*DVHHS SHIP (Cottonwood, Jackson, Nobles) Update:*

- Staff continues to participate in CLT meetings & explore options for collaboration.

*SWHHS SHIP (Lincoln, Lyon, Murray, Pipestone, Redwood, Rock) Update:*

- Staff continues to participate in the two CLTs in both Marshall and Luverne.
- SRTS & Active Living Facilitation: New contract has begun to work with SRTS and Active Living communities on implementation. Recent/Upcoming Meetings: Tracy Active Living (11/28), Redwood Falls SRTS (12/3), Ivanhoe SRTS (12/19).

**TZD/Safe Roads:** Cottonwood/Jackson Coalition is pursuing social media efforts, community outreach efforts, school events, and is planning a Joyride program for the summer of 2019. Staff will be phasing out of this

coalition since they have been involved for a year. (Next meeting: April 17, 2019).

**Greater Minnesota Regional Parks and Trails Commission:** Staff is conducting outreach to potential designee applicants. Contract with GMRPTC was renewed for 2019, and three DPC meetings will be held and a district-wide mapping effort is being undertaken. First DPC meeting of the year is 2/22/2019.

To create an application for designation, develop a qualified Unit Master Plan, or (if designated) apply for funding, visit: <http://www.gmrptcommission.org/applications.html>.

**SRTS Planning Grants (Luverne):** Second meeting was held 2/4/2019 where goals and strategies were discussed. The plan will be drafted and a third meeting will be held to review the plan and assign responsibilities for the goals.