

SRDC FULL COMMISSION MEETING

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

AGENDA

#	<u>Time</u>		<u>Page</u>
1	3:30 p.m.	Call to Order & Pledge of Allegiance	
2	3:30 p.m.	Introductions	
3	3:35 p.m.	Additions to and Approval of Agenda Action Needed: Approve Agenda	
4	3:40 p.m.	Commissioner Appointments <ul style="list-style-type: none">• Reappointment of Ann Orren, representing Health & Human Services (two-year term)• Appointment of Jenny Quade, representing Cottonwood County Municipalities Action Needed: Approve Commissioner Appointments	
5	3:45 p.m.	SRDC Board of Directors Appointments <u>Three Year Board Terms (expires March, 2022):</u> <ul style="list-style-type: none">• Lincoln County (currently Eloise Hauschild)• Lyon County (currently Rick Anderson)• Murray County (currently Miron Carney) Action Needed: Approve Three-Year Board Appointments	
6	3:50 p.m.	Consent Agenda Items <ul style="list-style-type: none">• January 10, 2019 Full Commission Minutes• January Receipts & Expenditures Report• February Receipts & Expenditures Report• Contract: Rock County Action Needed: Approval of Consent Agenda Items	1-5 6-17 18-29 30-31
7	3:55 p.m.	Finance Reports — <i>Treasurer Gravley & Finance Director Crowley</i> <ul style="list-style-type: none">• Treasurer's Report, including bank accounts and investments• Administrative Report through February, 2019 Action Needed: Approval of Treasurer's Report Action Needed: Approval of Administrative Report	Handout Handout
8	4:00 p.m.	Project Reviews — <i>Staff</i> As of the mailing there are no Project Reviews for consideration.	
9		<u>Committee & Staff Reports</u>	
a	4:00 p.m.	Budget & Personnel Committee Report — <i>Committee Chair Gravley</i> <ul style="list-style-type: none">• McKnight Grant Action Needed: Approval to Advertise & Hire	32

#	Time		Page
b	4:10 p.m.	Development Report—Staff <ul style="list-style-type: none"> SW CERT Roles & Responsibilities Review Action Needed: Approve SW CERT Roles & Responsibilities	33-35 36-42
c	4:20 p.m.	Revolving Loan Funds—RLF Committee Chair Byrnes & Economic Development Director Weis <ul style="list-style-type: none"> Commissioners will be updated on current RLF activities. Commissioners will be updated on the Property Assessed Clean Energy (PACE) loan fund program. 	43 44
d	4:30 p.m.	Legislative Report—Committee Chair Carney & Executive Director Trusty <ul style="list-style-type: none"> Discussion of dates Committee Members will travel to the State Capitol to meet with Region 8 Legislators. Chairman Kuhle & Executive Director Trusty will travel to Washington, D.C. March 17-20 for the NADO Legislative Conference (agenda enclosed). 	45-51
e	4:40 p.m.	Transportation Report—Committee Chair VanDeVere & Staff	52-53
f	4:50 p.m.	Executive Director's Report—Executive Director Trusty	
g	5:00 p.m.	Chairman's Report—Chairman Kuhle	
10	5:10 p.m.	Report from SRDC Commissioners Representing Local Units of Government & Public Interest Groups <ul style="list-style-type: none"> Rick Anderson, Lyon County Commissioner Miron Carney, Murray County Municipalities Richard Peterson, Jackson County Townships 	
11	5:25 p.m.	Unfinished Business SRDC Orientation Workshop—Chairman Kuhle & Executive Director Trusty <ul style="list-style-type: none"> Report on the SRDC Orientation Workshop for Newly Elected Officials and Newly Appointed SRDC Commissioners held February 2nd at the Murray County 4-H Building (survey results enclosed) 	54-55
12	5:30 p.m.	New Business Timetable for SRDC's FY 2020 Work Program & Budget Preparation—Finance Director Crowley <ul style="list-style-type: none"> Proposed timetable will be presented for Commission consideration. Action Needed: Approve Timetable	Handout

#	<u>Time</u>		<u>Page</u>
13	5:35 p.m.	<u>Other Issues</u> SRDC Board of Directors Retreat The Retreat for the SRDC Board Members will be held April 17-18, 2019 at Arrowhead, Okoboji. Action Needed: Approve Scope of Work/Budget & Agenda	56-59
14		Announcements SRDC Commissioner vacancies exist from the following representation: Cottonwood County Townships, Lyon County Municipalities, Redwood County Municipalities, and Region 8 School Boards. <ul style="list-style-type: none">• SRDC Board of Directors Meeting: Thursday, April 11th at 3:30 p.m. at the SRDC Office.• SRDC Full Commission Meeting: Thursday, May 9th at 3:30 p.m. Lyon County (Location to be determined).• SRDC Board/Full Commission Membership list included in packet.	60
15	5:40 p.m.	Adjournment	



MEMBERS PRESENT: Chairman Mike Kuhle, Commissioners Rick Anderson, Bob Byrnes, Miron Carney, Bill Crowley, Keith Elbers, Eriann Faris, Stacie Golombiecki, Lori Grant, Donna Gravley, Daryl Hanenburg, Eric Hartman, Eloise Hauschild, Tom Hoff, Dennis Klingbile, Myron Koets, Bruce Kooiman, Hartwin Kreft, Paul Langseth, Ann Orren, Richard Peterson, Sherri Thompson, Mic VanDeVere, Bob Van Hee, Don Wachal, Carol Wagner, Shanda Walker and Matt Widboom

MEMBERS ABSENT: Commissioners Mike Davis, Daryl Hanenburg, Dennis Klingbile, Ron Skjong, Jane Steffen and Alternate Nora Murphy

GUESTS PRESENT: Jerry Wagner

STAFF PRESENT: Executive Director Jay Trusty, Dianne Crowley, Annette Fiedler, Max Kaufman, Robin Weis and Jessica Welu

CALL TO ORDER

Chairman Mike Kuhle called the meeting to order at 3:35p.m. with the Pledge of Allegiance followed by introductions.

AGENDA ADDITIONS/APPROVAL

Chairman Kuhle announced the following agenda additions. In Commissioner Appointments: Appointment of Dennis Welgraven, representing Murray County Commissioners. Following the Consent Agenda, the addition of Contracts: Falcon Development Corporation.

M/S/P Motion made by Commissioner Carney and seconded by Commissioner Langseth to approve the agenda with the additions as noted. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

COMMISSIONER APPOINTMENTS

Chairman Kuhle announced the following appointments to the Commission: Eriann Faris, representing Southwest Minnesota Private Industry Council (2-year term), Shanda Walker, representing Southwest Center for Independent Living (2-year term), and Dennis Welgraven, representing Murray County Commissioners. Introductions by new Commissioners followed.

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

CONSENT AGENDA

M/S/P Motion made by Commissioner Hauschild and seconded by Commissioner Langseth to approve the following consent agenda items: November 8, 2018 Full Commission

Meeting Minutes, December 13, 2018 Board of Directors Meeting Minutes, and the 2019 NADO Annual Membership Dues. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

CONTRACTS

Economic Development Director Robin Weis referred Commissioners to their handouts detailing the contract with Falcon Development Corporation. Commissioner questions regarding Community Development Block Grants (CDBGs) were answered.

M/S/P Motion made by Commissioner Kreft and seconded by Commissioner Byrnes to approve the contract with Falcon Development Corporation. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

FINANCE REPORT

SRDC Treasurer Donna Gravley referred Commissioners to the handouts for the December Receipts & Expenditures Report and Treasurer's Report. Treasurer Gravley reported that no formal FY2019 mid-year budget revision will be needed.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner VanDeVere to approve the December Receipts & Expenditures Report and Treasurer's Report as provided. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Finance Director Dianne Crowley referred Commissioners to the Administrative Report in their handouts. Revenues are above budget for the first half of the year. Additional funding sources will be needed for the second half of the year to alter the negative impact at the end of the year. Discussion followed.

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

PROJECT REVIEWS

There were no projects reviews received for Commissioner consideration.

COMMITTEE AND STAFF REPORTS

A. Audit Committee Report

Committee Chair Donna Gravley reported that the Audit Committee met with Danielle Berg and Richard Holmberg on December 19th to review the FY2018 audit report. The auditor's report expresses an unmodified opinion on the SRDC financial statements. The SRDC was determined to be a low-risk auditee. There were no findings or questioned costs reported. Executive Director Jay Trusty provided a recap of the year.

M/S/P Motion made by Commissioner Grant and seconded by Commissioner Langseth to accept the SRDC FY2018 Audit Committee Report as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

B. Development Report

Economic Development Director Robin Weis referred Commissioners to the meeting packet which contained staff summaries/updates. An annual CEDS update was submitted on 12/31/18. Weis noted changes made to the CEDS: Social Capital was changed to Equity and Inclusion, Natural Resources and Water Quality were combined, and Transportation and Active Transportation were combined. Weis also reported on the EDA Grant due 1/11/19. The Region met four of the Special Needs criteria: 1. Outmigration 2. Population Loss 3. Federal Disaster and 4. Business Closures. A resolution is required as part of the grant submission.

M/S/P Motion made by Commissioner Kreft and seconded by Commissioner Wachal to approve the EDA Grant Resolution as presented. Upon Vote taken: Ayes-25, Nays-0. Motion Carried.

Economic Development Director Weis highlighted the following: Applications for the Good Food Access Program Equipment & Physical Improvement Grant are due January 17th; LYFT Career Pathways will offer a local workshop on February 20th at truShrimp in Balaton—the training will encourage partnerships between schools and industry; and the Minnesota Office of Broadband’s state-wide broadband benchmarking initiative, CheckSpeedMinnesota.

Development Planner Max Kaufman provided an update on All-Hazard Mitigation Plans for Cottonwood, Murray, Lincoln, Pipestone and Redwood counties. All plans are in the Draft Plan Finalization phase. Once plans are finalized, they will go into public hearing phase.

Physical Development Director Annette Fiedler updated Commissioners on the following: Lincoln County Zoning Code update; Murray County Zoning Ordinance; the next Solid Waste Commission meeting scheduled for January 28th; the next RMEB meeting scheduled for January 28th which will include two speakers who will discuss RUTE, a precast foundation technology for Wind Energy Conversion Systems (WECS) and Aircraft Detection Lighting Systems (ADLS); and a CERT update that included an outreach initiative for free CEE Business Energy Audits in Murray County Xcel Energy communities. Fiedler also noted that clothing recycling boxes have been removed in Luverne. Discussion followed.

C. Legislative Report

Committee Chair Miron Carney reported on the Legislative Committee meeting held earlier this afternoon. The 2019 legislative priorities were presented: 1. Fund Implementation of the Recommendations of the Legislative Task Force on Access to Affordable Childcare 2. Support for the Expansion of Broadband Access 3. Workforce Issues 4. Other Legislative Issues of Importance as outlined by the Committee.

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner Hauschild to accept the SRDC 2019 Legislative Priority Issues as recommended. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Committee Chair Carney stated that the Legislative Committee discussed setting its first legislative meeting with Governor Walz and then meeting with area legislatures. A date has not yet been set. Discussion of legislative priorities followed.

D. Revolving Loan Fund

RLF Committee Chair Bob Byrnes referred Commissioners to the RLF report in their meeting packets. Funds are currently available in the approximate amount of \$240,000, including January payments received. Staff is currently working on potential applications. Byrnes provided a brief history of the RLF, the RLF was initially funded with money from the federal Economic Development Administration (EDA), with matching funds from the SRDC, the Minnesota Department of Trade and Economic Development (currently known as DEED), the Counties and the Southwest Initiative Foundation. Also noted were two changes to the RLF Committee effective January 1st: Kurt Richardson from Currie State Bank replacing Wanda Daniels and Eric Hartman as the SRDC representative replacing Sherri Thompson.

PACE

Economic Development Director Robin Weis referred Commissioners to their meeting packet for an update on the Property Assessed Clean Energy (PACE) Program. Funds are currently available in the approximate amount of \$107,194 (ARRA Funds only). Interest rates are at 4%. Appropriation requests have gone out and it is expected that much of the REED loan will be paid back prior to January 2019 month end. Energy audit assistance has been helpful in generating interest for PACE and energy efficiency in general.

E. Transportation Report

Transportation Committee Chair Mic VanDeVere referred Commissioners to their meeting packets for the Transportation Report. ATP 7 and ATP 8 are both scheduled to meet on March 8th. ATP 7 last met on January 4th—several legislators were present and the ATP discussed transportation issues. A discussion of the ATP meeting followed.

Physical Development Director Annette Fiedler noted that there is one project in ATP 7 that needs a regional rating before February 20th. If there is no other business, staff is recommending the regional rating be done through consensus via email. A Committee meeting will need to be scheduled between March 18 and April 5 to review and make recommendations on the transportation work program and to hold the public meeting on the ATP 7 and 8 draft ATIPs.

Development Planner Max Kaufman provided an update on District 7 Manufacturers Studies—staff are assisting with interviews; the upcoming CAV workshops on January 16th in Mankato and February 28th in Marshall; Active Living Plans and TZD/Safe Roads for Cottonwood/Jackson. Three DPC meetings will be held for the Greater Minnesota Regional Parks and Trails Commission and a district-wide mapping effort is being undertaken. Kaufman also reported that Round Lake-Brewster did not apply for planning assistance for their Elementary/Middle School, therefore there will be no SRTS applications for the region for the year.

F. Executive Director's Report

Executive Director Jay Trusty reported on current activities, including the upcoming MADO Executive Directors meeting in Morris, the Friends in the Field presentation on January 9th, the

Highway 60 Ribbon Cutting, the upcoming SRDC Orientation Workshop on February 2nd, and the Rural Minnesota Broadband Coalition. Discussion followed.

G. Chairman's Report

Chairman Mike Kuhle reported that the Highway 60 Ribbon Cutting and the Lewis and Clark Regional Water System connection event which took place in Worthington the same week were prime examples of what can get done when people work together. A discussion of the projects followed.

UNFINISHED BUSINESS

No discussion.

NEW BUSINESS

No discussion.

OTHER ISSUES

Chairman Kuhle announced that 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.

ANNOUNCEMENTS

Chairman Kuhle referred Commissioners to the announcements included on the agenda.

SRDC Commissioner vacancies exist from the following representation: Cottonwood County Municipalities, Cottonwood County Townships, Lyon County Municipalities and Redwood County Municipalities.

ADJOURNMENT

Chairman Kuhle adjourned the meeting at 5:10 p.m.

APPROVAL OF MEETING MINUTES

Meeting Minutes prepared by Jessica Welu, SRDC Communications Specialist.

Reviewed by:

Approved by:

Hartwin Kreft
SRDC Secretary

Mike Kuhle
SRDC Chairman

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
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	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
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	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
	<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 #12	2147	742	1/7/2019		CR	University of Minnesota	\$5,475.89
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	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
	<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				\$100.00
Check	Rhonda Wynia: Copies Made /Sales Tax	2149	742	1/7/2019		CR	Rhonda Wynia	\$12.29
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	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
	<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	MC Xmas Project Donations	2146	741	1/8/2019		CR	MC Xmas Project Donations	\$245.00
	<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				\$245.00
Check	Saint Louis County: GMR Parks/Trail - Nov 2018	2150	743	1/9/2019		CR	Saint Louis County	\$180.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	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
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4351-610	711-00-00-19	County Funds	RMEB-19-Operating		\$2,500.00			

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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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
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

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
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		
Grand Total:								\$151,755.26

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 - 01/15/1 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
				6115-001	Registration	\$70.00	811-00-00-19
				8961-911	Finance Fees & Exp	\$20.00	381-00-70-19
Carol Wagner XXX-XX-4378	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	\$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 7111-001 7121-001	Committee Exp Committee PerDiem Committee Exp	\$23.59 \$0.00 \$42.92	811-00-00-19 000-00-00-19 000-00-00-19
Eloise Hausechild XXX-XX-3682	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$63.80	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
	1/18/2019 01/18/2019	Telephone: 01/04/19 - 0 Invoice	Paid	7421-051 7421-001 1332-001 7421-001	Telephone Telephone Accts Receivable-A.C.E. Telephone	\$504.04 \$271.11 \$0.31 \$0.12	781-00-00-00 994-00-21-00 000-00-00-00 994-00-21-00
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		7111-001	Committee PerDiem	\$50.00 000-00-00-19
	01/24/2019	Invoice	Paid	7121-001	Committee Exp	\$44.08 000-00-00-19
Minnesota Counties Intergovernmenta	1/11/2019	2019 Ins: Work Comp		2173-001	Workers Compensation	\$1,256.00 000-00-00-00
	17856R	Invoice	Paid			
	1/11/2019	2019 Ins: Property/Vehicl		1411-001	Prepaid Expenses	\$4,385.00 000-00-00-00
	17856R	Invoice	Paid			
	1/11/2019	RMEB: Insurance 01/		761 5-610	Insurance	\$2,092.00 711-00-00-19
	17829R	Invoice	Paid			
Murray Co Christmas Fund	1/18/2019	MC Xmas Project Dona		8971-001	PassThruExp	\$245.00 662-05-00-19
	01/18/2019	Invoice	Paid			
	1/18/2019	MC Xmas Project Dona		8971-001	PassThruExp	\$250.00 662-05-00-19
	01/18/2019	Invoice	Paid			
NADO	1/11/2019	Membership Dues: 01/		8411-111	Memberships	\$2,000.00 311-00-00-19
	01/11/2019	Invoice	Paid			
NCPERS Group Life Ins.	1/4/2019	Pera Life: Dec 2018 Dedu		2174-001	PERA-Life Insurance Payable	\$48.00 000-00-00-00
	01/04/2019	Invoice	Paid			
Northwest Gas	1/4/2019	Fuel: 11/18/18 - 12/15/1		7342-001	Fuel	\$155.53 994-00-22-00
	01/04/2019	Invoice	Paid	7342-051	Fuel	\$223.81 781-00-00-00
Paul Langseth XXX-XX-2867	1/24/2019	Commissioner Exp: 01		7111-001	Committee PerDiem	\$33.33 000-00-00-19
	01/24/2019	Invoice	Paid	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		7111-001	Committee PerDiem	\$33.33 000-00-00-19
	01/24/2019	Invoice	Paid	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		8131-001	FinanceReview	\$300.00 515-00-51-00
	803	Invoice	Paid	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 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-19 \$37.12 000-00-00-19
	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 \$92.80 000-00-00-19
Schaap Sanitation	1/11/2019 1662077	Sanitation: 01/11/19 - 01/ Invoice	Paid	7362-001 7362-051	Sanitation Service Sanitation Service	\$26.45 994-00-22-00 \$39.68 781-00-00-00
	1/4/2019 01/04/2019	Lease Payment - Jan 201 Invoice	Paid	1497-021 1498-022	Amt To Be Provided-Orig Bldg Amt To Be Provided-Bldg Addn	(\$838.88) 000-00-00-00 (\$2,387.60) 000-00-00-00
Slayton EDA			Paid	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
				1119-001	Adm Savings-MW-Health Ins. Acct	\$15,143.10 000-00-00-00
				1119-001	Adm Savings-MW-Health Ins. Acct	\$3,990.00 000-00-00-00
SRDC	1/31/2019 01/31/2019	RMEB: Dec 2018 Invoice	Approved	1119-001	Adm Savings-MW-Health Ins. Acct	\$247.80 000-00-00-00
				8131-610	Finance Review	\$300.00 711-00-00-18
				8151-610	Finance Work	\$87.50 711-00-00-18
				8112-610	Ctrl Service	\$540.00 711-00-00-18
				8151-610	Finance Work	\$105.00 716-00-11-18
The Computer Man, Inc.	1/31/2019 01/31/2019	PACE: Dec 2018 Invoice	Approved	8118-610	Ctrl Service-Outreach	\$2,250.00 716-00-11-18
				7921-001	Softw Maint/Purch	\$467.00 994-00-24-00
				7921-051	Softw Maint/Purch	\$467.00 781-00-00-00
				7921-911	Softw Maint/Purch	\$55.00 381-00-70-19

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
Thomas D. Hoff XXX-XX-5029	1/18/2019 280114	Recycling Fee: Towers/P Invoice	Paid	7911-001	CompRpr/Upkeep	\$85.00	994-00-24-00
	1/24/2019 01/24/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$34.80	000-00-00-19 000-00-00-19
	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 \$12.76	000-00-00-19 000-00-00-19
	1/18/2019 01/18/2019	Electricity: 12/03/18 - 01 Invoice	Paid	7341-051 7341-001	Electricity Electricity	\$330.91 \$229.96	781-00-00-00 994-00-22-00

Southwest Regional Development Commission

Cash Receipts Report - By Month

February, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	SWMHP: Dec 2018 Monthly Costs (Additional)	2212	761	2/1/2019		CR	SWMHP	\$692.95
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$692.95			
Received EFT	RLF Loan Payments	2217	125	2/1/2019		CR	RLF Loan Borrowers	\$16,872.45
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
2399-911	381-00-00-00	Loan Clearing	EDA RLF Overall		\$16,872.45			
Check	A.C.E. of SW Minnesota: Dec 2018 Contract	2213	762	2/4/2019		CR	A.C.E. of SW Minnesota	\$2,006.73
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$2,006.73			
Check	SWHHS: Mileage Reimbursement - CLT Meeting	2214	762	2/4/2019		CR	SWHHS	\$56.84
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4621-001	111-00-31-19	Misc.Revenue	MnDOT 19 Reg'l Plan		\$56.84			
Check	Rhonda Wynia: Jan 2019 Copies Made/Sales Tax	2211	760	2/5/2019		CR	Rhonda Wynia	\$22.34
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
8949-001	994-00-16-00	Reimb.Fm non SRDC	CC-Copy/Print		\$20.90			
2312-001	000-00-00-00	Sales Tax Payable	Default		\$1.44			
Check	U.S. Treasury: EDA Planning Funds	2216	38	2/6/2019		CR	U.S. Treasury	\$13,106.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4811-111	311-00-00-19	EDA Rev	EDA FY19		\$13,106.00			
1495-111	311-00-00-19	Due To/Due From	EDA FY19	\$13,106.00				
Check	SWMHP: Jan 2019 Financial/Secretarial Contract	2209	759	2/8/2019		CR	SWMHP	\$1,321.50
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$1,321.50			
Check	SWMHP: Feb 2019 Lease Payment	2210	759	2/8/2019		CR	SWMHP	\$2,749.98
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
7314-001	994-00-22-00	Interest Paid	CC-Space		\$275.55			
9212-001	000-00-00-19	Lease Payment	Unrestricted- 19		\$430.24			
2621-021	000-00-00-00	Obligation-Capital Lease	Default		\$430.24			
1497-021	000-00-00-00	Amt To Be Provided-Orig B	Default		(\$430.24)			
7314-001	994-00-22-00	Interest Paid	CC-Space		\$629.64			
9212-001	000-00-00-19	Lease Payment	Unrestricted- 19		\$1,414.55			
2621-022	000-00-00-00	Obligation-Capital Lease	Default		\$1,414.55			
1498-022	000-00-00-00	Amt To Be Provided-Bldg A	Default		(\$1,414.55)			
1495-021	000-00-00-00	Due To/Due From	Default	\$430.24				
1495-021	000-00-00-00	Due To/Due From	Default	(\$430.24)				
1495-022	000-00-00-00	Due To/Due From	Default	\$1,414.55				
1495-022	000-00-00-00	Due To/Due From	Default	(\$1,414.55)				

Southwest Regional Development Commission

Cash Receipts Report - By Month

February, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Cash	Wayne McFarquhar: PACE Fees (Origination/Assessmt/Lien)	2218	54	2/8/2019		CR	Wayne McFarquhar	\$287.20
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4321-181	222-84-70-00	Loan Origination Fee	PACE RLF Adm-Property A		\$253.20			
4322-422	222-84-70-00	Loan Servicing Fee	PACE RLF Adm-Property A		\$20.00			
9711-181	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property A		(\$253.20)			
9711-422	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property A		\$253.20			
4322-422	222-84-70-00	Loan Servicing Fee	PACE RLF Adm-Property A		\$14.00			
Check	Chandra Carlson: RLF Application Fee Deposit	2194	124	2/12/2019		CR	Chandra Carlson	\$150.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
2317-911	381-00-00-00	Prepaid-Application Fees	EDA RLF Overall		\$150.00			
Check	St Louis County: GMR Park & Trails (December 2018)	2205	758	2/12/2019		CR	St Louis County	\$1,525.49
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$1,525.49			
Check	University of Minnesota: CERT Green Step #4	2206	758	2/12/2019		CR	University of Minnesota	\$478.62
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4717-207	211-00-33-19	MPCA Revenue	CERT-Green Step FY19 -		\$478.62			
1495-207	211-00-33-19	Due To/Due From	CERT-Green Step FY19 -	\$478.62				
Check	University of Minnesota: CERTS #13	2207	758	2/12/2019		CR	University of Minnesota	\$3,998.38
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4722-205	211-00-12-19	Dept.Commerce Revenue.	CERT 18-19		\$3,998.38			
1495-205	211-00-12-19	Due To/Due From	CERT 18-19	\$3,998.38				
Check	A.C.E. of SW Minnesota: January 2019 Postage/Copies	2208	758	2/12/2019		CR	A.C.E. of SW Minnesota	\$157.97
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1332-001	000-00-00-00	Accts Receivable-A.C.E.	Default		\$157.97			
Received EFT	The McKnight Foundation: Grant	2219	763	2/14/2019		CR	The McKnight Foundation	\$50,000.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4273-815	519-00-91-00	McKnight Foundation	McKnight Succession		\$50,000.00			
1495-815		Due To/Due From		\$50,000.00				
Check	Rhonda Wynia: Health Insurance (COBRA) - March 2019	2195	756	2/15/2019		CR	Rhonda Wynia	\$782.98
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1331-001	000-00-00-00	Accounts Receivable	Default		\$782.98			
Check	SRDC: RMEB November 2018	2196	756	2/15/2019		CR	SRDC	\$2,009.30
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$2,009.30			

Southwest Regional Development Commission

Cash Receipts Report - By Month

February, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	SRDC: PACE Outreach (Nov 2018)	2197	756	2/15/2019		CR	SRDC	\$1,935.00
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
1341-001	000-00-00-00	Due From Gov't/Agency		Default				\$1,935.00
Check	SRDC: RMEB - December 2018	2198	756	2/15/2019		CR	SRDC	\$927.50
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
1341-001	000-00-00-00	Due From Gov't/Agency		Default				\$927.50
Check	SRDC: PACE - December 2018	2199	756	2/15/2019		CR	SRDC	\$105.00
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
1341-001	000-00-00-00	Due From Gov't/Agency		Default				\$105.00
Check	SRDC: PACE Outreach - December 2018	2200	756	2/15/2019		CR	SRDC	\$2,250.00
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
1341-001	000-00-00-00	Due From Gov't/Agency		Default				\$2,250.00
Check	SWMHP: Jan 2019 Monthly Costs	2201	756	2/15/2019		CR	SWMHP	\$4,065.03
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
1335-051	000-00-00-00	Accts Receivable-SWMHP		Default				\$4,065.03
1495-051	000-00-00-00	Due To/Due From		Default		\$4,065.03		
Check	SWMHP: 1 Case of Paper (for Mankato)	2202	756	2/15/2019		CR	SWMHP	\$33.50
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
1341-001	000-00-00-00	Due From Gov't/Agency		Default				\$33.50
Check	Deb Vander Kooi (Nobles): PACE Loan Paymt (Principal Only)	2203	52	2/15/2019		CR	Deb Vander Kooi (Nobles)	\$285.14
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
4411-181	222-84-10-00	Loan Principal Received		PACE RLF Pgm-Property A				\$285.14
Check	Deb Vander Kooi (Nobles): Loan Paymt (Interest Only)	2204	757	2/15/2019		CR	Deb Vander Kooi (Nobles)	\$146.35
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
4656-181	222-84-70-00	Loan Interest Received		PACE RLF Adm-Property A				\$146.35
9711-422	222-84-70-00	Pgm Cost To Fund		PACE RLF Adm-Property A				\$146.35
9711-181	222-84-70-00	Pgm Cost To Fund		PACE RLF Adm-Property A				(\$146.35)
1495-181	222-84-70-00	Due To/Due From		PACE RLF Adm-Property A		\$146.35		
1495-422	222-84-70-00	Due To/Due From		PACE RLF Adm-Property A		\$146.35		
1495-181	222-84-70-00	Due To/Due From		PACE RLF Adm-Property A		(\$146.35)		
Check	Murray County: 2019 PACE Pilot Program	2193	53	2/19/2019		CR	Murray County	\$6,336.00
Account ID	Project ID	Account Description		Project Description		Debit Amount	Credit Amount	
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

February, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Received EFT	State of MN: Hazard (6 Counties)	2215	764	2/19/2019		CR	State of MN	\$11,388.82
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4311-001	465-01-93-00	Contract Revenue	Cottonwood Co.Hazard Up		\$3,100.33			
4311-001	465-03-93-00	Contract Revenue	Lincoln Co.Hazard Upd (6 C		\$2,025.00			
4311-001	465-05-93-00	Contract Revenue	Murray Co.Hazard Upd (6 C		\$495.00			
4311-001	465-07-93-00	Contract Revenue	Pipestone Co.Hazard Upd (\$1,035.00			
4311-001	465-08-93-00	Contract Revenue	Redwood Co.Hazard Upd (\$4,733.49			
Received EFT	USDA Rural Development: Energy Audit \$	2220	765	2/25/2019		CR	USDA Rural Development	\$2,885.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4827-128	233-84-10-18	USDA-REAP	USDA Pgm-Energy Audits		\$750.00			
4827-128	233-84-70-18	USDA-REAP	USDA Adm-Energy Audits		\$2,135.00			
1495-128		Due To/Due From		\$750.00				
1495-128		Due To/Due From		\$2,135.00				
Check	Freeborn County: 2019 PACE Pilot Program	2221	55	2/26/2019		CR	Freeborn County	\$6,336.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4351-001	222-84-10-00	County Funds	PACE RLF Pgm-Property A		\$6,336.00			
Check	Lincoln County: Solid Waste Contract (Nov/Dec 2018)	2222	766	2/26/2019		CR	Lincoln County	\$1,215.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$1,215.00			
Check	SWHHS: January 2019 Contract	2223	766	2/26/2019		CR	SWHHS	\$45.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$45.00			
Check	University of MN: CERTS #14	2224	766	2/26/2019		CR	University of MN	\$3,206.72
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4722-205	211-00-12-19	Dept.Commerce Revenue.	CERT 18-19		\$3,206.72			
1495-205	211-00-12-19	Due To/Due From	CERT 18-19	\$3,206.72				
Check	Allen Jensen: Falcon Development Membership Dues	2225	3	2/26/2019		CR	Allen Jensen	\$50.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4645-640	740-97-00-19	Other Revenue	Falcon Development Corpo		\$50.00			
Cash	Kevin Leopold: Falcon Development Membership Dues	2226	3	2/26/2019		CR	Kevin Leopold	\$50.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4645-640	740-97-00-19	Other Revenue	Falcon Development Corpo		\$50.00			

Southwest Regional Development Commission

Cash Receipts Report - By Month

February, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Cash	Jon Hay: Falcon Development Membership Dues	2227	3	2/26/2019		CR	John Hay	\$50.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4645-640	740-97-00-19	Other Revenue	Falcon Development Corpo		\$50.00		
Other	Minnwest Bank: Falcon Dev Savings Interest	2228	4	2/28/2019		CR	Minnwest Bank	\$0.72
	<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		\$0.72		
Other	United Prairie Bank: Savings Interest Income	2229	57	2/28/2019		CR	United Prairie Bank	\$17.31
	<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		\$17.31		
Other	Currie State Bank: RLF Interest Income	2230	55	2/28/2019		CR	Currie State Bank	\$0.49
	<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		\$0.49		
Other	First Independent Bank: Interest Income	2231	55	2/28/2019		CR	First Independent Bank	\$70.39
	<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		\$70.39		
Other	Jackson Federa/Savings: Interest Income	2232	58	2/28/2019		CR	Jackson Federal/Savings	\$123.74
	<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		\$123.74		
Other	Jackson Federal/Savings: RLF Interest Income	2233	56	2/28/2019		CR	Jackson Federal/Savings	\$19.31
	<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		\$19.31		
Grand Total:								\$137,760.75

Southwest Regional Development Commission

Invoice Expense Allocation Report

February, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
AFLAC	2/15/2019	AFLAC - 02/13/19		2161-001	Accident Insurance	\$71.48
	343490	Invoice	Paid	2162-001	Cancer Insurance	\$24.00
				2163-001	Dental Insurance	\$66.28
				2171-001	Disability Ins-After Tax	\$65.25
	2/28/2019	AFLAC - 02/27/19		2161-001	Accident Insurance	\$71.48
	439244	Invoice	Paid	2162-001	Cancer Insurance	\$24.00
				2163-001	Dental Insurance	\$66.28
				2171-001	Disability Ins-After Tax	\$65.25
					Totals for AFLAC.	\$454.02
Arrowwood Resort & Conference Center						
Arrowwood Resort & Conference Center	2/15/2019	Board Retreat: Deposit		7131-001	Board Retreat	\$75.00
	02/15/2019	Invoice	Paid			
Buffalo Ridge Newspapers LLC						
Buffalo Ridge Newspapers LLC	2/15/2019	Subscription Renewal 2019 (7511-001	Print/Publ	\$44.00
	02/15/2019	Invoice	Paid			
					Totals for Buffalo Ridge Newspapers LLC	\$44.00
Chandler Co-Op						
Chandler Co-Op	2/15/2019	Fuel: Jan 2019		6241-001	Fuel	\$63.05
	02/15/2019	Invoice	Paid			
					Totals for Chandler Co-Op	\$63.05
City of Slayton						
City of Slayton	2/8/2019	Water/Sewer: 12/18/18 - 01		7343-001	Water	\$20.80
XX-XXX5544	02/08/2019	Invoice	Paid	7343-051	Water	\$31.20
					Totals for City of Slayton	\$52.00
City of Windom						
City of Windom	2/8/2019	Membership (2019) Share / M		8411-111	Memberships	\$156.25
	INV00283	Invoice	Paid			
					Totals for City of Windom	\$156.25

Southwest Regional Development Commission

Invoice Expense Allocation Report

February, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Culligan Water Conditioning						
Culligan Water Conditioning	2/8/2019 02/08/2019	Water/Salt: Jan 2019 Invoice	Paid	7364-051 7364-001	Water/Culligan Water/Culligan	\$20.14 \$59.42
Totals for Culligan Water Conditioning						\$79.56
Darren Veldhuisen						
Darren Veldhuisen XXX-XX-9499	2/8/2019 02/08/2019	Snow Removal: Jan 2019 Invoice	Paid	7363-051 7363-001	Snow Removal Snow Removal	\$441.00 \$294.00
Totals for Darren Veldhuisen						\$735.00
Eric A. Hartmann						
Eric A. Hartmann XXX-XX-8989	2/27/2019 02/27/2019	Commissioner Exp: 09/13/ Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$55.05
XXX-XX-8989	2/27/2019 02/27/2019	Commissioner Exp: 01/10/ Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$59.16
Totals for Eric A. Hartmann						\$214.21
Frontier Communications						
Frontier Communications	2/8/2019 02/08/2019	Mthly Maint. Contract (1/25/ Invoice	Paid	7421-051 7421-001	Telephone Telephone	\$67.59 \$36.39
	2/22/2019 02/22/2019	Telephone: 02/04/19 - 03/03 Invoice	Paid	7421-051 7421-001 1332-001 7421-001	Telephone Telephone Accts Receivable-A.C.E. Telephone	\$505.11 \$271.27 \$0.71 \$0.18
Totals for Frontier Communications						\$881.25
Fryberger, Buchanan, Smith & Frederick, P.A.						
Fryberger, Buchanan, Smith & Frederick, P XX-XXX0525	2/15/2019 18064.11812	RMEB - Legal - Nov 2018 Invoice	Paid	8141-610	Legal	\$1,584.90
XX-XXX0525	2/15/2019 18064.11901	RMEB: Legal - Dec 2018 Invoice	Paid	8141-610	Legal	\$997.50
Totals for Fryberger, Buchanan, Smith & Frederick, P.A.						\$2,582.40
Marilyn Samuelson						

Southwest Regional Development Commission

Invoice Expense Allocation Report

February, 2019

Vendor Name	Tax Identification Number	Transaction Date	Description	Status	Account Number	Account Description	Amount
Marilyn Samuelson	XXX-XX-4649	2/22/2019	Feb 2019 - Janitorial Services		7351-001	Janitorial	\$328.00
		02/22/2019	Invoice	Paid	7351-051	Janitorial	\$472.00
Minneapolis Star Tribune							
Minneapolis Star Tribune		2/15/2019	Qtrly Subscription: 02/18/19		7511-001	Print/Publ	\$134.94
		02/15/2019	Invoice	Paid			
Totals for Marilyn Samuelson							<u>\$800.00</u>
Minneapolis Star Tribune							
Minneapolis Star Tribune		2/15/2019	Qtrly Subscription: 02/18/19		7511-001	Print/Publ	\$134.94
		02/15/2019	Invoice	Paid			
Totals for Minneapolis Star Tribune							<u>\$134.94</u>
Murray County News							
Murray County News		2/22/2019	Subscription Renewal 2019		7511-001	Print/Publ	\$40.00
		02/22/2019	Invoice	Paid			
Totals for Murray County News							<u>\$40.00</u>
NCPERS Group Life Ins.							
NCPERS Group Life Ins.		2/1/2019	Pera Life: Jan 2019 Deduction		2174-001	PERA-Life Insurance Payable	\$48.00
		02/01/2019	Invoice	Paid			
Totals for NCPERS Group Life Ins.							<u>\$48.00</u>
Neopost USA Inc.							
Neopost USA Inc.		2/22/2019	Postage Machine Ink		7261-001	Postal Supplies/Maintenance	\$97.00
	15653050		Invoice	Paid	7261-051	Postal Supplies/Maintenance	\$96.99
Totals for Neopost USA Inc.							<u>\$193.99</u>
Northwest Gas							
Northwest Gas		2/1/2019	Fuel: 12/15/18 - 01/12/19		7342-001	Fuel	\$179.87
		02/1/2019	Invoice	Paid	7342-051	Fuel	\$258.83
Totals for Northwest Gas							<u>\$438.70</u>
Olympic Fire Protection Corp							
Olympic Fire Protection Corp		2/22/2019	Services: Sprinkler/Basemen		7366-001	Bldg Rpr/Maint.Ctr	\$362.17
	25437999		Invoice	Paid	7366-051	Bldg Rpr/Maint.Ctr	\$521.16
Totals for Olympic Fire Protection Corp							<u>\$883.33</u>

Southwest Regional Development Commission

Invoice Expense Allocation Report

February, 2019

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Amount
Tax Identification Number	Transaction Number	Transaction Type				
Paul Langseth	2/27/2019	Commissioner Exp: 01/29; 0		7111-001	Committee PerDiem	\$100.00
XXX-XX-2867	02/27/2019	Invoice	Paid	7121-001	Committee Exp	\$230.26
XXX-XX-2867	2/27/2019	Commissioner Exp: 01/29; 0		7121-001	Committee Exp	\$6.44
	02/27/2019	Invoice	Paid	7121-001	Committee Exp	\$127.85
Totals for Paul Langseth:						\$464.55
Pizza Ranch						
Pizza Ranch	2/22/2019	MCECC: Mtg Exp (01/22		7834-780	MtgExp	\$113.80
XX-XXX7378	02/22/2019	Invoice	Paid			
Totals for Pizza Ranch:						\$113.80
Quill Corporation						
Quill Corporation	2/1/2019	B.T./Fax Ink/Finance Ink		7361-001	Supply/Maint	\$27.72
	4468074	Invoice	Paid	7361-051	Supply/Maint	\$41.57
				7563-001	Common Printer/Type Costs	\$185.28
				7831-051	Supply	\$63.74
				7563-001	Common Printer/Type Costs	\$63.75
Totals for Quill Corporation:						\$382.06
REED Fund						
REED Fund	2/15/2019	Payment: REED Loan # 259		9215-422	Principal Paid Back	\$63,360.00
	02/15/2019	Invoice	Paid			
Totals for REED Fund:						\$63,360.00
Richard Otten Inspections						
Richard Otten Inspections	2/22/2019	Energy Audit - Top Asian Fo		8963-128	Energy Audits	\$750.00
XXX-XX-3863	1	Invoice	Paid	8969-001	Energy Audit Ink/Kind Match	\$450.00
				4959-001	Energy Audit Ink/Kind Match-Clients	(\$450.00)
Totals for Richard Otten Inspections:						\$750.00
Schaap Sanitation						
Schaap Sanitation	2/8/2019	Sanitation: 02/1/19 - 02/28/1		7362-001	Sanitation Service	\$26.45
	1672671	Invoice	Paid	7362-051	Sanitation Service	\$39.68
Totals for Schaap Sanitation:						\$66.13
Slayton EDA						

Southwest Regional Development Commission Invoice Expense Allocation Report February, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Slayton EDA	2/8/2019	Lease Payment - Feb 2019		1497-021	Amt To Be Provided-Orig Bldg	(\$843.60)
	02/08/2019	Invoice	Paid	1498-022	Amt To Be Provided-Bldg Addn	(\$2,397.55)
				9212-001	Lease Payment	\$843.60
				9212-001	Lease Payment	\$2,397.55
				2621-021	Obligation-Capital Lease	\$843.60
				2621-022	Obligation-Capital Lease	\$2,397.55
				7314-001	Interest Paid	\$540.30
				7314-001	Interest Paid	\$1,067.18
				4651-001	Interest Revenue	(\$90.14)
Totals for Slayton EDA.						\$4,758.49
Slayton Electric, Inc. Slayton Electric, Inc.	2/8/2019	Labor: Fire Alarm/Sprinkler S		7366-001	Bldg Rpr/Maint.Ctr	\$26.65
	44148	Invoice	Paid	7366-051	Bldg Rpr/Maint.Ctr	\$38.35
Totals for Slayton Electric, Inc.						\$65.00
SRDC SRDC	2/15/2019	RMEB: Nov 2018		8112-610	Ctr Service	\$1,620.00
	02/15/2019	Invoice	Paid	8151-610	Finance Work	\$385.00
				8212-610	Workshops Held-Exp	\$4.30
	2/15/2019	PACE Outreach: Nov 2018		8118-610	Ctr.Service-Outreach	\$1,935.00
	02/15/2019	Invoice	Paid			
	2/15/2019	RMEB: Dec 2018		8131-610	FinanceReview	\$300.00
	02/15/2019	Invoice	Paid	8151-610	Finance Work	\$87.50
				8112-610	Ctr Service	\$540.00
	2/15/2019	PACE: Dec 2018		8151-610	Finance Work	\$105.00
	02/15/2019	Invoice	Paid			
	2/15/2019	PACE Outreach: Dec 2018		8118-610	Ctr.Service-Outreach	\$2,250.00
	02/15/2019	Invoice	Paid			
	2/28/2019	RMEB - Jan, 2019		8112-610	Ctr Service	\$900.00
	02/28/2019	Invoice	Approved	8151-610	Finance Work	\$385.00
				8212-610	Workshops Held-Exp	\$1.08
Totals for SRDC.						\$8,512.88

Southwest Regional Development Commission

Invoice Expense Allocation Report

February, 2019

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Amount
Tax Identification Number	Transaction Number	Transaction Type				
Texas Christian University						
Texas Christian University	2/8/2019	Registration - Jessica Welu	Paid	61115-001	Registration	\$1,925.00
	02/08/2019	Invoice				
Totals for Texas Christian University						\$1,925.00
United Community Action Partnership, Inc.						
United Community Action Partnership, I	2/15/2019	Seed Grant: UCAP In-Home E		8452-205	Seed Grant	\$5,000.00
XX-XXX4860	02/15/2019	Invoice	Paid			
Totals for United Community Action Partnership, Inc.						\$5,000.00
Upper MN Valley RDC						
Upper MN Valley RDC	2/1/2019	Lunch: Dev MN Mtg (The B		6117-111	Meals	\$17.77
	02/01/2019	Invoice	Paid			
Totals for Upper MN Valley RDC						\$17.77
US Postal Service						
US Postal Service	2/22/2019	Replenish Postage Meter		7211-001	Postage	\$2,000.00
	02/22/2019	Invoice	Paid			
Totals for US Postal Service						\$2,000.00
Vast Broadband						
Vast Broadband	2/1/2019	Services: 01/24/19 - 02/23/1		7425-001	Internet	\$49.98
	02/01/2019	Invoice	Paid	7421-051	Telephone	\$3.54
				7425-051	Internet	\$49.97
				7425-051	Internet	\$3.50
				7425-001	Internet	\$3.50
Totals for Vast Broadband						\$110.49
Verizon Wireless						
Verizon Wireless	2/15/2019	Tablets: 01/02/19 - 02/01/19		7422-001	Cellphone	\$80.40
	9823376592	Invoice	Paid			
Totals for Verizon Wireless						\$80.40
Wanda Daniels						
Wanda Daniels	2/8/2019	RLF Contracted Services: 08		8112-911	Ctr Service	\$50.00
	02/08/2019	Invoice	Paid			

Southwest Regional Development Commission Invoice Expense Allocation Report

February, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Wayne McFarquhar Wayne McFarquhar	2/6/2019	PACE Loan Disbursement				
	02/06/2019	Invoice	Paid	8950-181	Loan Disbursements	\$25,320.00
					Totals for Wanda Daniels	\$50.00
					Totals for Wayne McFarquhar	\$25,320.00

**SOUTHWEST REGIONAL DEVELOPMENT COMMISSION
CONTRACT WITH
ROCK COUNTY
FOR
TECHNICAL SERVICES**

THIS CONTRACT for technical services is entered into this 5th day of February, 2019, by and between the Southwest Regional Development Commission (SRDC), and Rock County, (COUNTY), to provide technical assistance in the facilitation of the creation of the Rock County EDA.

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

The Term of this agreement commences February 5, 2019 and shall continue through May 20, 2019. The following work activities will be provided:

- I. **Facilitation.** The SRDC shall plan and facilitate up to two meetings of the Rock County EDA Committee.
- II. **Reporting.** The SRDC shall issue a report to the Rock County Board of Commissioners no longer than 90 days after the first meeting of the Committee with the recommendation of the Rock County EDA Committee as to the form that the Rock County EDA should take as per Minnesota Statute 469.1082.

The COUNTY shall: Create a committee to recommend options for a county economic development service provider. The committee shall consist of no fewer than 11 and no more than 15 members appointed by the county board, in accordance with the Statute.

III. Payment for Services

The SRDC shall bill the COUNTY for services at the SRDC's standard billable rate of \$90 per hour plus travel expenses. Unless otherwise agreed to, the total contract amount shall not exceed \$1,500.00

- IV. **Hold Harmless.** The COUNTY 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 the performance of either party under this agreement for services.
- V. **Cancellation.** This agreement may be cancelled by the COUNTY or SRDC at any time, upon ninety (90) 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.
- VI. **Assignment.** SRDC shall neither assign nor transfer any rights or obligations under this agreement without prior written consent of the COUNTY.

- VII. **Staffing.** The SRDC reserves the right to utilize the most appropriate personnel and/or time availability of staff members to perform the stated activities.
- VIII. **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.

**SOUTHWEST REGIONAL
DEVELOPMENT COMMISSION**

ROCK COUNTY

Chairperson


Board Chair

Executive Director


ATTEST

Date _____

Date 5 Feb 19

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

March 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 2018 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.

Staff provided technical assistance to 2 communities considering an EDA grant submission for EDA's Public Works and Economic Adjustment Assistance programs. Land ownership was a barrier to one of the projects. 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. The 18 county ED Pros met on 2/28/19 in regards to Opportunity Zones. Watch for future Opportunity Zone trainings regarding programs specifics, which will benefit attorneys, bankers, accountants, Economic Development staff, etc. in particular. The following are links to more information on Opportunity Zones:

- Minnesota's Opportunity Zones (<https://www.mn-oza.com/maps/>)
- New Markets Support Company (NMSC) (<http://www.lisc.org/new-markets-support-company/opportunity-zones/>)
- Opportunity Zones and Opportunity Funds FAQs (<http://www.lisc.org/our-initiatives/opportunity-zones/faq/>)
- The federal Investing in Opportunity Act (<https://www.congress.gov/bill/115th-congress/senate-bill/293>)
- Community Development Financial Institutions (CDFI) Fund Opportunity Zones updates and resources (<https://www.cdfifund.gov/pages/opportunity-zones.aspx>)

- (EIG) Opportunity Zones pages for related news and background information (<https://eig.org/opportunityzones>)
- Minnesota Department of Employment & Economic Development Opportunity Zone information (<https://mn.gov/deed/business/financing-business/tax-credits/opp-zones/>)
- Enterprise Opportunity Zones Information (<https://www.enterprisecommunity.org/financing-and-development/opportunity-zones-program>)
- CDFA Opportunity Zones Information (<https://www.cdfa.net/cdfa/cdfaweb.nsf/resourcecenters/OZ.html>)
- IRS Opportunity Zones FAQs (<https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions>)

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) held their Annual Meeting February 19. Staff will be speaking to the Edgerton EDA on March 11 and the Lincoln County Townships on March 18. The Annual Meeting of Explore SW MN is being held in Slayton on March 12th at 2 p.m. at the Plaid Moose.

LYFT Career Pathways— Two are taking place in our region.

- March 7 from Noon to 4 p.m. in Jackson at Minnesota West
- March 28 from 10 a.m. to 1:30 p.m. in Balaton at TruShrimp

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 in March to further review workplan, progress and budget. They held their PCs for people distribution in January. Staff recently met with Finley Engineering to learn about implementation efforts following their feasibility studies.

Buffalo Ridge Rail Authority—Staff was invited to attend a meeting in Luverne about their efforts to improve bridge and rail in their Nobles and Rock County service areas. They spoke of their plans to build a transloading facility near Worthington as well as their plans to hire more staff to handle maintenance internally.

Diversity Assistance in the Region—Staff is an active member of the Diversity Coalition which meets in Marshall. The Karen Organization of MN announced that their Marshall office closed 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/>.

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. Land Use code update work has begun as of February 2019.
- *Murray County Ordinance update*— Staff continues to work with Murray County staff and the Planning Commission on the update of the Zoning Ordinances. An April conclusion is the new goal.

Waste Management / Energy / Natural Resources

Waste Management:

- The Solid Waste Commission met on February 11 and is scheduled to meet on March 25. The meeting on March 25 will have a presentation by the SWA's on the status of accomplishments of the 10 year Regional Solid Waste Management Plan, and a presentation by Amanda Cotton and Sean O'Connor of MPCA on Solar Panel recycling.

Energy:

RMEB—met on February 11. New members were added to the SW CERT Steering committee and they had a presentation by RUTE foundations. The next meeting is scheduled for March 25 where speakers include a presentation on ADLS (Aircraft Detection Lighting Systems) and Rural Climate Change Dialog.

SW CERT— Action requested. The SRDC will be asked to approve a revision to the SW CERT Roles and Responsibilities. A draft is at the end of this report (PAGES 36-42).

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. We are working on a Utility Peer to Peer gathering in SW Minnesota regarding EV.

Staff has been working with the City of New Ulm regarding their interest in becoming a GreenStep City.

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 17¹ 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^{2,3}

¹ Members changed from 16 to 17 in 2019

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

³ Representation by SWIF rescinded in 2016, due to lack of interest by SWIF

- 1 representatives from a power utility ⁴
- 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. ⁵

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 Committee⁶

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:

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

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

⁶ 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
(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 2nd 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

March 2019

A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of \$217,000 (including March ACH payments and our latest loan to a Murray County business in the amount of \$43,000).

B. RECENT ACTIVITY

RLF Committee— The committee meets as needed. The committee last met on 2/27/19.

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 recently. 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 5. The previous webinar was entitled “Staffing & Day to Day Management.” Our mentees are from South Central Oregon EDD (Oregon) and South Central Ozark Council of Governments (Missouri) and we last talked on 2/26/19.

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.

Property Assessed Clean Energy (PACE)

Revolving Loan Fund Report — March 2019

A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of \$82,395 (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, 12 of 15 counties have submitted their \$6,336. Reminders have been sent.

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. At the time of submitting the grant for assistance, there were no or few free options for energy audits. One application was received and approved in February in Nobles County.

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.



Draft Agenda

National Association of Development Organizations (NADO) &
Development District Association of Appalachia (DDAA)

Washington Conference

March 17-20, 2019 | Crystal Gateway Marriott
1700 Jefferson Davis Highway, Arlington, VA

Please note: this draft agenda is subject to change.

Sunday, March 17, 2019

10:30 a.m. – 12:00 p.m. NADO Research Foundation Advisory Committee Meeting

10:00 a.m. – 5:30 p.m. Registration

11:00 a.m. – 1:00 p.m. DDAA Board Meeting and Luncheon

1:00 – 3:00 p.m. NADO Executive Committee Meeting

3:30 – 5:30 p.m. NADO Board of Directors Meeting
All NADO members are welcome to attend.

5:30 – 6:30 p.m. Opening Reception (all attendees)

6:30 – 8:00 p.m. DDAA Dinner Banquet

The DDAA Dinner Banquet will include the presentation of the 2019 John D. Whisman Vision Award and the 2019 Donald R. Myers Humanitarian Award, as well as the announcement of the 2019 DDAA Congressional Award Recipient.

Monday, March 18, 2019

NOTE: The concurrent sessions on Monday are open to all attendees.

NADO or DDAA “focus track” designations are specified based on session topics’ relevance to each organization’s respective members, but all are welcome to attend.

7:30 a.m. – 6:00 p.m. Registration

8:00 – 9:00 a.m. DDAA Breakfast and Annual Business Meeting

The DDAA Annual Business Meeting will include the election of DDAA board members and officers.

9:15 – 10:30 a.m. Opening Plenary Session (all attendees)

The Impacts of Substance Abuse Disorder on Labor Force Participation

Rural communities are often on the frontlines of the substance abuse disorder and opioid misuse epidemic. As companies struggle to find enough qualified workers to fill available jobs, individuals remain absent from the labor force as they contend with the effects of substance abuse disorder and strive to achieve recovery. Helping workers re-enter the labor force is crucial – not only for the sake of these individuals’ recovery – but

also to boost productivity and support economic growth in heavily impacted communities. During this plenary session, a panel of experts will discuss the extent of this problem, and its impact on regional development and economic competitiveness.

10:45 a.m. – 12:00 p.m. Concurrent Sessions (all attendees)

DDAA Focus Track

Supporting Rural Broadband



Broadband speed and connectivity are among the primary infrastructure challenges at the top of many communities' agendas. The Appalachian Regional Commission (ARC), the US Department of Agriculture (USDA) Rural Development, and several states across the country are implementing initiatives devoted to enhancing broadband connectivity. Learn more about the challenges that communities face, and how federal, state, and regional partners are responding in order to provide high-speed access to businesses and individuals.

NADO Focus Track

Lifting Up Communities through Economic Diversification



Communities across the country are seeking opportunities to diversify and strengthen their economies through a variety of place-based efforts that tap into local and regional assets. During this session, regional leaders will discuss the diversification efforts they are championing, and federal partners will weigh in on how to fund and implement these projects to improve overall quality of life for local residents.

12:15 – 1:30 p.m. Luncheon (all attendees)

The Pulse of DC: A Reporter's Take on the Latest News in Washington

A reporter for Roll Call provides her perspective on recent events, including: the latest developments on Capitol Hill; what priorities the Administration will emphasize in the coming months; which legislative proposals and policy issues may gain traction during the remaining days of the 116th Congress; and other key insights from "inside the beltway."

1:45 – 3:00 p.m. Concurrent Sessions (all attendees)

DDAA Focus Track

Responses to the Substance Abuse Epidemic: Promising Practices



The substance abuse disorder and opioid misuse epidemic is affecting rural communities across the United States and particularly in Appalachia. This session will include presentations on regional and local responses to these challenges, and subsequent workforce and social impacts.

NADO Focus Track

Looking Ahead: Opportunities on the Horizon in 2019 and Beyond



During this session, a panel of DC insiders will discuss economic and community development opportunities to look out for in 2019. Topics will include the nation's infrastructure needs and how the White House and Congress intend to address them; how communities can take advantage of federal resources such as the Opportunity Zones program; analysis of how various legislative developments are likely to play out on Capitol Hill; and discussion of top priorities for the Administration in the coming months.

3:30 – 4:30 p.m. NADO Regional Caucus Meetings

4:30 – 6:00 p.m. Federal Stakeholders Networking Event

Meet with federal agency representatives and stakeholders to learn about funding opportunities and ask questions.

Tuesday, March 19, 2019

7:00 – 8:30 a.m. DDAA Breakfast

Join us for a legislative briefing focused on the Appalachian Regional Commission and its federal partners. What was the impact of the government shutdown on ARC's partners and its investments? With a new Congress in place, what developments do we foresee in 2019 and 2020?

8:00 – 10:00 a.m. Registration

8:45 – 9:45 a.m. Plenary Session (all attendees)

The Federal Economic Development Agenda in 2019

The 2018 midterm elections changed the partisan balance in Washington. How will economic and community development budgets, programs, and priorities be impacted? During this session, a DC insider will break down the election results, the federal budget process, and the impacts of other recent current events. This session will also place an emphasis on key messages to deliver during your Hill visits.

***NOTE: Executive Directors and senior staff** are encouraged to attend the NADO Hill Visits.*

Concurrent sessions on Tuesday are intended to be technical sessions designed for LDD program staff to build their knowledge and skills.

10:00 – 5:00 p.m. Hill Visits (NADO focus track – all attendees welcome to participate)



10:00 – 11:15 a.m. DDAA Concurrent Technical and Program Sessions

DDAA Focus Track

Developing a Multi-County Workforce Partnership



Across the Appalachian region, there is a need for trained technical workers who can meet the workforce needs of the advanced manufacturing sector. A new regional job training program in Ohio offered through the Ohio Governor's Office of Appalachia provides case studies and lessons for other local development districts (LDDs) seeking to address similar challenges.

DDAA Focus Track

Agricultural Innovation in Appalachia:

Value Chains to Grow Entrepreneurs and Economies



In 2016, the Central Appalachian Food Corridor tapped POWER funds to catalyze economic opportunities in the food and agriculture sector in economically distressed communities. Building upon years of foundational work by Appalachian Sustainable Development (ASD), the project collaborates with partners to create sustainable jobs in

local food production and distribution in five states. Learn more about this effort and how your region can benefit from the lessons learned from the Corridor partnership.

11:45 a.m. – 1:30 p.m. Lunch on your own

1:45 – 3:00 p.m. DDAA Concurrent Sessions

DDAA Focus Track

Oh The Places You'll Go...Regional Career Exploration Experiences



Strong partnerships between businesses, K-12 and post-secondary educational institutions, and other public and private sector partners helped create this interactive event that connects students with workforce development opportunities. During this session, members of the CareerQuest TN and CareerQuest's All About Business core teams share why this event matters, how they made it happen, and how students have benefitted. During this session, learn how the event came together, the planning and budget required, and the lessons shared by vendors, teachers, and students who have participated in the event.

DDAA Focus Track

Entrepreneurial Ecosystems: What's Going On?



There are many factors and interconnections that can influence the prosperity of entrepreneurs, who play crucial roles in creating economic opportunity in many rural communities. The Appalachian Regional Commission recently commissioned research on what makes a strong entrepreneurial ecosystem, which organizations are engaged in entrepreneurship, and how to measure success. Learn about new data that will shed light on how dynamic your regional economy is, and hear what communities are doing both to help grow more new companies, and to help small companies scale up.

4:30 – 6:00 p.m. Hill Reception (all attendees)

Wednesday, March 20, 2019

8:00 – 11:00 a.m. Registration

8:30 – 9:30 a.m. Breakfast and Plenary Session (all attendees)

The Future of Rural Economies: Opportunities for Innovation

What should Congress do to help rural America? How can communities build sector strategies and partnerships between employers and educational institutions? What are the most important roles that local leaders can play in strengthening and diversifying regional economies? Hear from leading experts on how rural communities can harness opportunities for innovation.

9:45 – 11:00 a.m. Closing Plenary Session (all attendees)

Federal Agency Panel

Join representatives from various federal agencies in DC who administer the programs that your organizations implement. Learn about new programs and initiatives, shifting federal priorities, and ask questions during this interactive discussion.

12:00 – 5:00 p.m. Post-conference Training

An Afternoon with the CEDS

Note: additional registration required; please register here: <https://tinyurl.com/yc4vnh82>



During this half-day, free interactive training event immediately following the Washington Conference, participants will have the opportunity to: learn best practices and approaches to Comprehensive Economic Development Strategy (CEDS) planning, development, and implementation; hear from EDA staff about the latest news and funding opportunities and share feedback based on your experiences with the CEDS; discover approaches to infuse economic resilience and diversification strategies into your CEDS; and problem-solve your CEDS challenges with peers. This workshop is part of the NADO Research Foundation's *Stronger CEDS, Stronger Regions* program, which is supported by grant funding from the U.S. Economic Development Administration.

Transportation Report – March 2019

SRDC Transportation Committee: March 27, 1:00-3:00 PM (SRDC Office). Agenda items include: review of the MnDOT Work Program, Corridor Updates, and public review of the ATP 7 and 8 ATIPS.

Area Transportation Partnerships:

ATP 7 — met on March 8. The TA subcommittee met on February 28 to review and make funding recommendations on six TA applications.

ATP 8 — met on March 8. The TA Subcommittee met on February 15, 2019 and reviewed five TA funding requests and will make recommendations for funding at the March 8 ATP meeting.

Programming Update Workgroup: No report.

District 7 and 8 CHIP outreach: No report.

Transportation Planners Meeting: scheduled for March 12 in St. Paul.

Greater Minnesota Regional Transportation Organizational Planning Grant: UCAP staff submitted the application for planning funding 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 continues with interviews of manufacturers and freight haulers for the development of the District Freight Plan with the focus on Manufacturers.

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

CAV: The CAV workshop in Marshall was held at Southwest Minnesota State University in Marshall, MN 56258 on 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. Upcoming Meetings: Redwood Falls (March/April).

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 was held February 22, 2019. A district workshop and DPC meeting will be held in April (likely in Mankato).

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 February 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.

Other Active Transportation Events:

- Redwood Falls Bikeable Community Workshop: June 26, 2019.
- Worthington Walk! Bike! Fun! Ambassador Training: April 3, 2019.



Evaluation Survey Results (12 Surveys)

Orientation Workshop for Newly Elected Officials

February 2, 2019

1. Was the time/date of the Orientation convenient for you? If not, when would be a better time to conduct this Orientation?
 - Yes (3 responses)
 - Just fine
 - All Good
 - Yes, meeting did not take away from my normal week schedule.
 - Would prefer a work day.
 - Yes, due to work schedule, Saturday morning is best.
 - Good time/date.
 - The time and date was great—no snow.
 - Yes, Saturday morning is great.
 - Fine

2. Did the Orientation present information in a clear and concise manner about the services and programs of the SRDC? (Please be specific)
 - I believe it was comprehensive, slightly overwhelming but I got most of it.
 - Yes it was detailed and presenters did a nice job explaining.
 - Very good.
 - Yes
 - Yes, Thank you.
 - Could have been more concise in some areas as an orientation I expected more bullet points and less in-depth explanation.
 - Yes, Robin was very thorough with all the information. Made it clear.
 - Robin was easy to follow. Netty, Max & Dianne were somewhat confusing. Could just be the info & how complicated each area is.
 - I come because you learn more even if you just learn one thing. But today I understand a lot more—good information.
 - Yes, presentation was short enough and concise so I know where to go.
 - Very informational.
 - Yes, they were good.

3. If you had any questions, were they answered? If not, how could we do a better job of answering your questions?
- Yes (11)
 - All the questions that were asked were answered in detail.
 - No questions yet.
 - Questions answered.
 - NA
 - Blank response (5 responses)
 - They were very good.
4. Was our meeting room facility adequate for today's presentation? (Please be specific, i.e. temperature, location, set-up, etc.)
- Temperature variations were problematic.
 - Yes and coffee and rolls were nice to have available.
 - Very good.
 - It's winter. It was as good as can be expected.
 - Yes, thanks for the rolls & coffee.
 - Yes (2 responses)
 - Yes. Location was great.
 - A little cool, but at break the heat felt good.
 - Very comfortable.
 - It was fine.
 - Good.
5. Please provide any other comments about this Orientation that would help us to improve the Orientation.
- Blank response (5 responses)
 - None
 - Good to have SWRDC as a resource.
 - Not Orientation specific, but there should be broader demographics attending & represented—people of disabilities, diversity organizations, young families.
 - Maybe more specific examples within our communities & how to implement options available to our community, i.e. we need codes updated & ordinance updates, is that something you can help with?
 - I should have suggested that we accommodate the businesses that you can, that we are a part of, Blue Line, AmericInn Windom.
 - Good job, thank you.
 - Timely & concise, thank you.

The following chart outlines draft concepts for proposed activities, timeline, and estimated consulting costs required to complete them. This outline should be considered a starting point for discussion about the preferred process and timeframe to best meet the desired outcome of this project. A more detailed scope of work may be developed based on further discussion and understanding of needs.



Key Deliverables: 12 hours of facilitated meetings/sessions and drive time for 1 meeting in Slayton and a retreat in Okoboji (note a reduced hourly rate is applied for travel time); Unified Identity Statement; Updated/Revised Strategic Plan; Summary of Key Findings.

Estimated Fees: Advance preparation, facilitation of retreat, and follow up documentation - **\$3,450**
Supplies/Materials: \$50.00; Travel/Mileage: \$375.00 **Estimated Total: \$3,875.00**

SW Regional Development Commission

DRAFT Board Retreat Framework/Agenda – APRIL 17/18, 2019

DRAFT General Outcomes

- Shared understanding of organization's identity (Mission/Vision/Impact)
- Shared understanding of what's been accomplished; the organization's major strengths and capabilities.
- Development of organizational priorities – overarching goals and short-term and long-term objectives and determining resources required and measures of success in achieving goals
- Consideration of future needs for sustaining the organization

WEDNESDAY, APRIL 17

11:00 AM – 11:30 AM *Check In*

11:45 PM – 12:30 PM *LUNCH*

12:30 PM – 1:00 PM

FRAMING THE RETREAT (30 minutes)

Introductions

Ice breaker (Custom designed once agenda finalized; sets tone and enhances engagement)

Overview of Retreat Planning Scope/Process/Outcomes

1:00 PM – 1:45 PM

(45 minutes) MISSION and VISION: ENSURING RELEVANCE and SUCCESS

Key Questions:

- How do we describe who we are, who we serve and what we do?
- What is the impact we seek through our mission/work?

Group exercise to unveil your Vision of success and the ways in which you achieve success.

1:45 PM – 2:00 PM *BREAK*

2:00 PM – 3:30 PM

(90 minutes) SUCCESSION PLANNING

Key Questions:

- In what ways might our organization be changing in the next 5 years? What skills will it take to lead those changes?
- How do we attract, position, develop, people at SWRDC?
- Is our organization ready for succession planning?
- How might we balance the needs of the organization with the needs of those who may wish to transition?

Together we'll explore the readiness of the SWRDC for times of transition including in all three types of transition: emergency/contingency, methodical transition, and pipeline development. Working in small groups we will develop potential ways that we can prepare through areas such as strengthening the Board, building our internal bench, and providing personal planning.

3:30 PM – 4:15 PM

(45 minutes) UNDERSTANDING TRENDS, UNCERTAINTIES, INFLUENTIAL FACTORS

Key Questions:

- What economic, social, political trends will affect our work in the coming years?
- What challenges and needs do we need to address through our work?

Sharing Key Themes – Demographics, Trends that may affect our work moving forward

PEST Analysis Exercise (Looking at Political, Economic, Social, and Technology Factors)

Small and Large Group Discussions to Unveil Perceptions and Considerations

4:15 – 5:00 PM

(45 minutes) MEASURING GOALS AGAINST PROGRESS/ACCOMPLISHMENTS

Key Questions:

- Review of key accomplishments in the past 12-18 months...What are we doing well? What are some opportunities for improvement? What do you wish we were doing that we're not?

Impact Mapping - Keep/Change/Add Exercise

Small and large group discussion to reveal our impact and implications for future planning.

5:00 PM – 5:30 PM *BREAK*

5:30 PM – 7:30 PM *SOCIAL/DINNER*

7:30 PM – 8:00 or 8:15 PM

30-45 minutes Urgency/Importance Matrix – Considering what we have discussed today, we'll take part in an interactive exercise to move us toward prioritizing and ranking everything that might be on our organization's plate.

THURSDAY, APRIL 18

7:00 AM – 8:00 AM *BREAKFAST*

8:00 AM – 9:15 AM

(75 minutes) DEVELOPING STRATEGIC PRIORITIES - Strategies toward Reaching our Mission

Informed by previous information and discussions, the group begins developing key focus areas and objectives for the coming year.

Key Questions: (We would narrow the most important questions to be answered)

- What activities might WE undertake that could make the most difference to the future of those we serve?
- What approaches and activities will most effectively pursue the mission within resource constraints and within our time frame?
- Where should we focus our energy and resources? What should we offer? Where should we offer it? Whom should we target?

Review of Impact Mapping – Keep/Change/Add Exercise, pulling out key themes; incorporating

Urgency/Importance Matrix exercise findings

Brainwriting Exercise and Voting to affirm short – mid AND long-term goals

9:15 AM – 9:30 AM BREAK

9:30 AM – 10:45 AM

(75 minutes) ACHIEVING GOALS AND MEASURING OUR SUCCESS

Key Questions: (For identified priorities)

- How might we address the priorities we've identified
- What are the short and long-term human, financial, and resource requirements?
- What will be different/new as a result of our efforts? (i.e. the outcomes we seek for identified priorities)

Dual Bottom Line Matrix – Testing for Mission Impact/Resource Viability

Small Group Work for each high category to determine potential success factors, milestones, and/or measurable outcomes.

10:45 AM– 11:15 AM

(30 minutes) Roles, Responsibilities & Next Steps

- Review of work completed, key insights, and accomplishments
- Roles and Next steps for board members/staff/Achieve TFC

11:15 AM– 11:30 AM

(15 minutes) Closing Remarks

11:45 AM Box lunches available for take and go or eat on location.

Southwest Regional Development Commission (March 2019)

Full Commission

Cottonwood County

Jenny Quade Municipalities
Vacant Town Boards
Donna Gravley Commissioners

Jackson County

Carol Wagner Municipalities
Richard Peterson Town Boards
Don Wachal Commissioners

Lincoln County

Dennis Klingbile Municipalities
Eloise Hauschild Town Boards
Mic VanDeVere Commissioners

Lyon County

Vacant Municipalities
Lori Grant Town Boards
Rick Anderson Commissioners

Murray County

Miron Carney Municipalities
Bill Crowley Town Boards
Dennis Welgraven Commissioners

Nobles County

Stacie Golombiecki Municipalities
Paul Langseth Town Boards
Matt Widboom Commissioners

Pipestone County

Myron Koets Municipalities
Daryl Hanenburg Town Boards
Bruce Kooiman Commissioners

Redwood County

Vacant Municipalities
Hartwin Kreft Town Boards
Bob VanHee Commissioners

Rock County

Keith Elbers Municipalities
Mike Davis Town Boards
Sherri Thompson Commissioners

Cities Over 10,000 Population

Bob Byrnes City of Marshall
Mike Kuhle City of Worthington

Region 8 School Boards

Eric Hartman Region 8 School Boards
Vacant Region 8 School Boards

Lower Sioux Community

Jane Steffen Lower Sioux Community
Nora Murphy(alternate) Lower Sioux Community

Public Interest Groups

Ron Skjong Region 8 Cultural Diversity
Shanda Walker... SW Center for Independent Living
Eriann Faris SW MN Private Industry Council
Tom Hoff SW MN Higher Education
Ann Orren Health & Human Services

Board of Directors

SRDC Chairman

Mike Kuhle Chairman

Cottonwood County

Donna Gravley Treasurer

Jackson County

Richard Peterson Jackson County

Lincoln County

Eloise Hauschild Lincoln County

Lyon County

Rick Anderson Lyon County

Murray County

Miron Carney Murray County

Nobles County

Paul Langseth Nobles County

Pipestone County

Myron Koets Vice Chair

Redwood County

Hartwin Kreft Secretary

Rock County

Keith Elbers Rock County

Cities Over 10,000 Population

Bob Byrnes City of Marshall

County Without a City Over 10,000 Population

Vacant County

Region 8 School Board

Eric Hartman Region 8 School Board

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 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