

SRDC BOARD OF DIRECTORS MEETING

Thursday, June 13, 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 & Approval of Agenda Action Needed: Approve Agenda	
4	3:35 p.m.	Consent Agenda Items: <ul style="list-style-type: none">• May Receipts & Expenditures Report• MnDOT Planning Grant Agreement• MnDOT Work Program Amendment Action Needed: Approval of Consent Agenda Items	1-13 14-21 22
5	3:40 p.m.	Finance Reports — <i>Treasurer Donna Gravley & Finance Director Dianne Crowley</i> <ul style="list-style-type: none">• Treasurer's Report, including bank accounts & Investments• Administrative Report through May, 2019• Fund Balance Designation for FY2019 Action Needed: Approval of Treasurer's Report Action Needed: Approval of Administrative Report Action Needed: Approval of Fund Balance Designation	Handout Handout Handout
6	3:45 p.m.	Project Reviews — <i>Staff</i> As of the mailing there are no Project Reviews for consideration.	
7		<u>Committee & Staff Reports</u>	
a	3:45 p.m.	Budget & Personnel Committee	
b	3:55 p.m.	Development Report — <i>Staff</i> <ul style="list-style-type: none">• 60/90 Request	23-25 26
c	4:05 p.m.	Revolving Loan Funds — <i>RLF Committee Chair Byrnes & Economic Development Director Robin Weis</i> <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 program.	27 28
d	4:15 p.m.	Transportation Report — <i>Staff</i>	29-30
e	4:25 p.m.	Executive Director's Report — <i>Executive Director Jay Trusty</i>	

#	<u>Time</u>		<u>Page</u>
f	4:35 p.m.	Chairman's Report — <i>Chairman Mike Kuhle</i>	
8	4:45 p.m.	New Business	
9	4:45 p.m.	<u>Other Business</u> SRDC Annual Meeting <ul style="list-style-type: none"> The SRDC Annual Meeting will be held on Thursday, July 11th at 4:00 p.m. at Painted Prairie Vineyard, Currie, MN. Annual Meeting Guest Speaker is Kathy Draeger, Statewide Director for the University of Minnesota's Regional Sustainable Development Partnership. A bus tour of the Murray County area will begin loading at Painted Prairie Vineyard at 12:45 p.m. and depart at 1:00 p.m. for the tour. The SRDC Awards Committee (Commissioners Anderson, Carney, and Langseth) have met and will announce Project of the Year. The Nominating Committee (Commissioners Elbers, Peterson, and VanDeVere) for Election of Officers will announce nominations and the election of officers will occur at the Annual Meeting. 	
10		Announcements SRDC Commissioner vacancies exist from the following representation: Lyon County Municipalities, Redwood County Municipalities, Rock County Townships, and Region 8 School Boards. <ul style="list-style-type: none"> SRDC Office will be closed on Thursday, July 4th for Independence Day. Bus Tour highlighting projects the SRDC has been involved in in the Murray County area will take place on Thursday, July 11th prior to the Annual Meeting. The bus will begin loading at Painted Prairie Vineyard at 12:45 p.m. and depart at 1:00 p.m. for the tour. SRDC Annual Meeting will be held at Painted Prairie Vineyard, Currie at 4:00 p.m. Commissioner Expense Sheets should be submitted to the finance department by June 20, 2019. See enclosed expense sheet. Note: The SRDC Board of Directors does not meet in August, 2019. SRDC Full Commission Meeting: Thursday, September 12 at 3:30 p.m. in Pipestone County (location to be determined). 	31
11	4:50 p.m.	Adjournment	

Southwest Regional Development Commission

Cash Receipts Report - By Month

May, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Received EFT	RLF Loan Borrowers	2308	134	5/1/2019		CR	RLF Loan Borrowers	\$16,453.27
	<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		\$16,453.27		
Received EFT	PACE Loan Payment (Wayne McFarguhar) - May 2019	2309	134	5/1/2019		CR	PACE Loan Payment (Wayne	\$300.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	2399-911	222-84-00-00	Loan Clearing	PACE Default		\$300.00		
Check	SWMHP: April 2019 Financial/Secretarial Contract	2317	790	5/2/2019		CR	SWMHP	\$988.50
	<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		\$988.50		
Check	SWMHP: May 2019 Lease Payment	2318	790	5/2/2019		CR	SWMHP	\$2,749.98
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	7314-001	994-00-22-00	Interest Paid	CC-Space		\$268.25		
	9212-001	000-00-00-19	Lease Payment	Unrestricted- 19		\$437.54		
	2621-021	000-00-00-00	Obligation-Capital Lease	Default		\$437.54		
	1497-021	000-00-00-00	Amt To Be Provided-Orig E	Default		(\$437.54)		
	7314-001	994-00-22-00	Interest Paid	CC-Space		\$611.88		
	9212-001	000-00-00-19	Lease Payment	Unrestricted- 19		\$1,432.31		
	2621-022	000-00-00-00	Obligation-Capital Lease	Default		\$1,432.31		
	1498-022	000-00-00-00	Amt To Be Provided-Bldg /	Default		(\$1,432.31)		
	1495-021	000-00-00-00	Due To/Due From	Default	\$437.54			
	1495-021	000-00-00-00	Due To/Due From	Default	(\$437.54)			
	1495-022	000-00-00-00	Due To/Due From	Default	\$1,432.31			
	1495-022	000-00-00-00	Due To/Due From	Default	(\$1,432.31)			
Received EFT	State of MN: MN DOT Transit	2310	788	5/6/2019		CR	State of MN	\$4,873.00
	<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	113-46-18-00	MnDOT Revenue	Luverne SRTS		\$4,873.00		
	1495-211	113-46-18-00	Due To/Due From	Luverne SRTS	\$4,873.00			
Check	Rhonda Wynia: Copies Made/Sales Tax	2311	789	5/6/2019		CR	Rhonda Wynia	\$11.76
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	8949-001	994-00-16-00	Reimb.Fm non SRDC	CC-Copy/Print		\$11.00		
	2312-001	000-00-00-00	Sales Tax Payable	Default		\$0.76		
Check	A.C.E. of SW Minnesota: Jan 2019 Contract	2312	789	5/6/2019		CR	A.C.E. of SW Minnesota	\$2,792.03
	<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		\$2,792.03		
Check	A.C.E. of SW Minnesota: Feb 2019 Contract	2313	789	5/6/2019		CR	A.C.E. of SW Minnesota	\$2,596.61
	<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		\$2,596.61		

Southwest Regional Development Commission

Cash Receipts Report - By Month

May, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	A.C.E. of SW Minnesota: March 2019 Contract	2314	789	5/6/2019		CR	A.C.E. of SW Minnesota	\$2,770.10
<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		\$2,770.10			
Check	University of Minnesota: CERTS #16	2315	789	5/6/2019		CR	University of Minnesota	\$5,659.99
<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		\$5,659.99			
1495-205	211-00-12-19	Due To/Due From	CERT 18-19	\$5,659.99				
Check	A.C.E. of SW Minnesota: April 2019 Copies/Postage	2316	789	5/6/2019		CR	A.C.E. of SW Minnesota	\$380.32
<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		\$380.32			
Check	GK Construction: RLF Loan Payment (NSF)/Bank Fees	2324	135	5/8/2019		CR	GK Construction (Glidden C	\$218.71
<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		\$188.71			
4322-911	381-00-70-19	Loan Servicing Fee	EDA-RLF Adm FY19		\$10.00			
4322-911	381-00-70-19	Loan Servicing Fee	EDA-RLF Adm FY19		\$20.00			
Check	SWMHP: April 2019 Monthly Costs	2307	787	5/9/2019		CR	SWMHP	\$3,327.89
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
1335-051	000-00-00-00	Accts Receivable-SWMHP	Default		\$3,327.89			
1495-051	000-00-00-00	Due To/Due From	Default	\$3,327.89				
Received EFT	USDA: Energy Audit \$	2319	791	5/9/2019		CR	USDA	\$2,239.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
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		\$1,489.00			
1495-128		Due To/Due From		\$750.00				
1495-128		Due To/Due From		\$1,489.00				
Check	SWHHS: CLT Mileage Reimbursement	2323	793	5/14/2019		CR	SWHHS	\$96.28
<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		\$96.28			
Check	Rhonda Wynia: COBRA Health Ins - June 2019	2320	792	5/16/2019		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	St Louis County Auditor: GMR Park/Trails Contract	2321	792	5/16/2019		CR	St Louis County Auditor	\$320.00
<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		\$320.00			

Southwest Regional Development Commission

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May, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	University of Minnesota: CERTS Green Step #6	2322	792	5/16/2019		CR	University of Minnesota	\$241.65
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4717-207	211-00-33-19	MPCA Revenue	CERT-Green Step FY19 -				\$241.65
	1495-207	211-00-33-19	Due To/Due From	CERT-Green Step FY19 -			\$241.65	
Received EFT	State of MN (MN DOT Transit)	2325	794	5/16/2019		CR	State of MN	\$30,000.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4711-211	111-00-31-19	MnDOT Revenue	MnDOT 19 Reg'l Plan				\$30,000.00
	1495-211	111-00-31-19	Due To/Due From	MnDOT 19 Reg'l Plan			\$30,000.00	
Check	SWHHS: Oct 2019 Contract	2326	795	5/20/2019		CR	SWHHS	\$735.44
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	1341-001	000-00-00-00	Due From Gov't/Agency	Default				\$735.44
Check	Window Towing: RLF Loan Payment (Principal Only)	2327	136	5/23/2019		CR	Window Towing	\$5,000.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	2399-911	381-00-00-00	Loan Clearing	EDA RLF Overall				\$5,000.00
Check	Jackson County: RLF Contract - April 2019	2328	796	5/23/2019		CR	Jackson County	\$30.00
	<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				\$30.00
Received EFT	Redwood County: Taxes/PACE Loan Payment	2329	797	5/24/2019		CR	Redwood County	\$30,473.91
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	9711-422	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property /				\$340.99
	9711-181	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property /				(\$340.99)
	4656-181	222-84-70-00	Loan Interest Received	PACE RLF Adm-Property /				\$340.99
	4411-181	222-84-10-00	Loan Principal Received	PACE RLF Pgm-Property /				\$925.28
	1311-001	000-00-00-00	Current Taxes Receivable	Default				\$29,207.44
	4111-001	000-00-00-19	Tax Revenue	Unrestricted- 19				\$0.20
	1495-422	222-84-70-00	Due To/Due From	PACE RLF Adm-Property /			\$340.99	
	1495-181	222-84-70-00	Due To/Due From	PACE RLF Adm-Property /			(\$340.99)	
	1495-181	222-84-70-00	Due To/Due From	PACE RLF Adm-Property /			\$340.99	
	1495-181	222-84-10-00	Due To/Due From	PACE RLF Pgm-Property /			\$925.28	
Received EFT	USDA: Energy Audit \$	2330	798	5/29/2019		CR	USDA	\$1,865.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>			<u>Debit Amount</u>	<u>Credit Amount</u>
	4827-128	233-84-10-18	USDA-REAP	USDA Pgm-Energy Audits				\$637.50
	4827-128	233-84-70-18	USDA-REAP	USDA Adm-Energy Audits				\$1,227.50
	1495-128		Due To/Due From				\$637.50	
	1495-128		Due To/Due From				\$1,227.50	
Check	Murray County: Land Use Ordinance Contract - Dec/April 2019	2341	800	5/29/2019		CR	Murray County	\$270.00
	<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				\$270.00

Southwest Regional Development Commission

Cash Receipts Report - By Month

May, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	Murray County: PACE Loan Payment	2342	54	5/29/2019		CR	Murray County	\$581.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4411-181	222-84-10-00	Loan Principal Received	PACE RLF Pgm-Property A		\$581.00		
Check	Murray County: Taxes	2343	801	5/29/2019		CR	Murray County	\$22,294.67
	<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		\$22,050.16		
	1312-001	000-00-00-00	Delinquent Taxes Receivable	Default		\$58.40		
	4115-001	000-00-00-19	Debt Service Tax Revenue	Unrestricted- 19		\$0.19		
	4656-181	222-84-70-00	Loan Interest Received	PACE RLF Adm-Property /		\$185.92		
	9711-422	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property /		\$185.92		
	9711-181	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property /		(\$185.92)		
	1495-181	222-84-70-00	Due To/Due From	PACE RLF Adm-Property /	\$185.92			
	1495-422	222-84-70-00	Due To/Due From	PACE RLF Adm-Property /	\$185.92			
	1495-181	222-84-70-00	Due To/Due From	PACE RLF Adm-Property /	(\$185.92)			
Other	United Prairie Bank: Interest Income	2331	60	5/31/2019		CR	United Prairie Bank	\$17.05
	<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		\$17.05		
Other	Currie State Bank: Interest Income (RLF)	2332	58	5/31/2019		CR	Currie State Bank	\$0.55
	<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		\$0.55		
Other	First Independent Bank: Interest Income	2333	58	5/31/2019		CR	First Independent Bank	\$67.81
	<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		\$67.81		
Other	Jackson Federal Savings/Loan: Interest Income (RLF)	2334	59	5/31/2019		CR	Jackson Federal Savings/Loan	\$25.81
	<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		\$25.81		
Other	Jackson Federal Savings/Loan: Interest Income	2335	61	5/31/2019		CR	Jackson Federal Savings/Loan	\$155.74
	<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		\$155.74		
Other	Minnwest Bank(Falcon Development: Interest Income	2336	8	5/31/2019		CR	Minnwest Bank (Falcon Deve	\$0.67
	<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		\$0.67		
Check	N&D Holt Inc: Origination Fee (RLF Loan)	2337	799	5/31/2019		CR	N&D Holt Inc.	\$1,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4321-911	381-00-70-19	Loan Origination Fee	EDA-RLF Adm FY19		\$1,500.00		

Southwest Regional Development Commission

Cash Receipts Report - By Month

May, 2019

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
	1495-911	381-00-70-19		Due To/Due From	EDA-RLF Adm	FY19		\$1,500.00
Check	N&D Water Inc: Loan Closing Fees (#2)	2338	137	5/31/2019		CR	N&D Water Inc.	\$1,000.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
2314-911	381-00-00-00	Prepaid Receipts	EDA RLF Overall		\$1,000.00			
Check	N&D Water Inc: RLF Loan Payoff (7750.86 Prin/35.52 Inter)	2339	137	5/31/2019		CR	N&D Water Inc.	\$7,786.38
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
2399-911	381-00-00-00	Loan Clearing	EDA RLF Overall		\$7,786.38			
Check	Extended Ag: RLF Loan Payoff (95,000Prin/356.25 Interest)	2340	137	5/31/2019		CR	Extended Ag	\$95,356.25
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
2399-911	381-00-00-00	Loan Clearing	EDA RLF Overall		\$95,356.25			
Grand Total:								\$243,962.35

Southwest Regional Development Commission

Invoice Expense Allocation Report

May, 2019

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Amount	Project ID
Tax Identification Number	Transaction Number	Transaction Type					
Achieve TFC, LLC XXX-XX-2679	5/10/2019	SRDC Board Retreat - A	Paid	7131-001	Board Retreat	\$3,450.00	000-00-00-19
	05/10/2019	Invoice		7131-001	Board Retreat	\$50.00	000-00-00-19
				7131-001	Board Retreat	\$375.00	000-00-00-19
AFLAC	5/10/2019	AFLAC - 05/09/19	Paid	2161-001	Accident Insurance	\$71.48	000-00-00-00
	364812	Invoice		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
	5/24/2019	AFLAC - 05/22/19	Paid	2161-001	Accident Insurance	\$71.48	000-00-00-00
	624483	Invoice		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
Buffalo Ridge Newspapers LLC	5/3/2019	Public Hearing Notice	Paid	7511-001	Print/Publ	\$23.65	000-00-00-19
	05/03/2019	Invoice					
Cardmember Services	5/24/2019	Visa: 04/16/19 - 05/16/1	Paid	6115-001	Registration	\$162.50	114-00-00-19
	05/24/2019	Invoice		6116-001	Hotel	\$12.17	114-00-00-19
				6116-001	Hotel	\$63.45	114-00-00-19
				7131-001	Board Retreat	\$483.82	000-00-00-19
				6117-001	Meals	\$19.98	811-00-00-19
				7121-001	Committee Exp	\$18.67	811-00-00-19
				6111-001	Staff Travel	\$8.00	811-00-00-19
				6117-001	Meals	\$15.54	811-00-00-19
				7121-001	Committee Exp	\$44.08	811-00-00-19
				7121-001	Committee Exp	\$98.01	811-00-00-19
				6116-001	Hotel	\$98.01	811-00-00-19
				8961-911	Finance Fees & Exp	\$20.00	381-00-70-19
				6241-001	Fuel	\$59.52	994-00-23-00
				6111-001	Staff Travel	\$3.00	214-00-41-19
				7834-001	MfgExp	\$18.23	214-00-41-19
				7831-001	Supply	\$97.47	994-00-18-00
				7831-051	Supply	\$146.21	781-00-00-00
				6115-001	Registration	\$69.00	050-00-00-19
				8961-911	Finance Fees & Exp	\$20.00	381-00-70-19
				6115-211	Registration	\$162.50	111-00-18-19
				6116-211	Hotel	\$12.18	111-00-18-19

Southwest Regional Development Commission Invoice Expense Allocation Report

May, 2019

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Project Amount ID
Tax Identification Number	Transaction Number	Transaction Type				
Carol Wagner XXX-XX-4378	5/29/2019 05/29/2019	Commissioner Exp: 05 Invoice		6116-211 7111-001 7121-001	Hotel Committee PerDiem Committee Exp	\$63.44 111-00-18-19 \$50.00 000-00-00-19 \$107.88 000-00-00-19
Chandler Co-Op	5/10/2019 05/10/2019	Fuel: Apr 2019 Invoice		6241-001	Fuel	\$76.25 994-00-23-00
Citizen Publishing Co. (Cottonwood C	5/3/2019 287691	Public Hearing Notice Invoice		7511-001	Print/Publ	\$38.80 000-00-00-19
City of Slayton XX-XXX5544	5/3/2019 05/03/2019	Water/Sewer: 03/20/19 - 0 Invoice		7343-001 7343-051	Water Water	\$19.60 994-00-22-00 \$29.40 781-00-00-00
City of Windom XXX-XXX5647	5/17/2019 05/17/2019	CERTS Seed Grant \$ Invoice		8452-205	Seed Grant	\$1,987.50 211-00-12-17
Culligan Water Conditioning	5/10/2019 05/10/2019	Water/Salt: Apr 2019 Invoice		7364-051 7364-001	Water/Culligan Water/Culligan	\$20.14 781-00-00-00 \$53.42 994-00-22-00
Darren Veldhuisen XXX-XX-9499	5/10/2019 05/10/2019	Snow Removal - Apr 201 Invoice		7363-051 7363-001	Snow Removal Snow Removal	\$144.00 781-00-00-00 \$96.00 994-00-22-00
Dust Tex Service Inc.	5/3/2019 5788747	Soap Invoice		7361-001 7361-051	Supply/Maint Supply/Maint	\$28.12 994-00-22-00 \$42.18 781-00-00-00
	5/3/2019 5731108	1 Case of Towels Invoice		7361-001 7361-051	Supply/Maint Supply/Maint	\$24.01 994-00-22-00 \$36.02 781-00-00-00
	5/17/2019 5810487	2 Cases of Towels Invoice		7361-001 7361-051	Supply/Maint Supply/Maint	\$47.37 994-00-22-00 \$71.05 781-00-00-00
Eloise Hauschild XXX-XX-3682	5/29/2019 05/29/2019	Commissioner Exp: 04 Invoice		7111-001 7121-001	Committee PerDiem Committee Exp	\$100.00 000-00-00-19 \$63.80 000-00-00-19
XXX-XX-3682	5/29/2019 05/29/2019	Commissioner Exp: 05 Invoice		7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-19 \$33.64 000-00-00-19
Eric A. Hartmann XXX-XX-8989	5/29/2019 05/29/2019	Commissioner Exp: 04 Invoice		7111-911	Committee PerDiem	\$100.00 381-00-70-19

Southwest Regional Development Commission Invoice Expense Allocation Report

May, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project Amount ID
XXX-XX-8989	5/29/2019	Commissioner Exp: 04	Paid	7111-001	Committee PerDiem	\$100.00 000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$83.52 000-00-00-19
Forum Communications Company	5/10/2019	Public Hearing Notice/Da	Paid	7511-001	Print/Publ	\$71.75 000-00-00-19
	05/10/2019	Invoice				
Frontier Communications	5/3/2019	Mthly Maint. Contract (Paid	7421-051	Telephone	\$67.59 781-00-00-00
	05/03/2019	Invoice		7421-001	Telephone	\$36.39 994-00-21-00
	5/24/2019	Telephone: 05/04/19 - 0	Paid	7421-051	Telephone	\$502.05 781-00-00-00
	05/24/2019	Invoice		7421-001	Telephone	\$267.91 994-00-21-00
				1332-001	Accts Receivable-A.C.E.	\$2.44 000-00-00-00
				7421-001	Telephone	\$0.63 994-00-21-00
Grants Management Systems	5/17/2019	Services: Apr 2019/Semi-A	Paid	7921-911	SoftwMaint/Purch	\$100.00 381-00-70-19
	70042019	Invoice		7921-911	SoftwMaint/Purch	\$45.00 381-00-70-19
Hartwin A. Krefl XXX-XX-4798	5/29/2019	Commissioner Exp: 05	Paid	7111-001	Committee PerDiem	\$50.00 000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$26.68 000-00-00-19
Jason Nielsen	5/3/2019	RLF Contracted Services:	Paid	8112-911	Ctr Service	\$50.00 381-00-70-19
	05/03/2019	Invoice				
Jenny L. Quade XXX-XX-2675	5/29/2019	Commissioner Exp: 05	Paid	7111-001	Committee PerDiem	\$50.00 000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$91.64 000-00-00-19
Keith Elbers XXX-XX-5780	5/29/2019	Commissioner Exp: 05	Paid	7111-001	Committee PerDiem	\$50.00 000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$110.20 000-00-00-19
Laleman Ag Farms	5/31/2019	Energy Audit / Laleman A	Paid	8963-128	Energy Audits	\$637.50 233-84-10-18
	05/31/2019	Invoice		4959-001	Energy Audit InkInd Match-Clients	(\$212.50) 233-84-10-18
Larisa Smith	5/31/2019	MCECC: PR Cards (P	Paid	8969-001	Energy Audit InkInd Match	\$212.50 233-84-10-18
	05/31/2019	Invoice		7831-782	Supply	\$700.00 675-05-01-00
Livewire Printing Company	5/3/2019	Public Hearing Notice	Paid	7511-001	Print/Publ	\$48.60 000-00-00-19
	10074413	Invoice				

Southwest Regional Development Commission

Invoice Expense Allocation Report

May, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount	Project ID
Lori Grant XXX-XX-4431	5/29/2019 05/29/2019	Commissioner Exp: 07 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$100.00 \$121.54	000-00-00-19 000-00-00-19
XXX-XX-4431	5/29/2019 05/29/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001 7111-001 7121-001	Committee PerDiem Committee Exp Committee PerDiem Committee Exp	\$133.33 \$100.53 \$16.67 \$13.15	000-00-00-19 000-00-00-19 811-00-00-19 811-00-00-19
Marilyn Samuelson XXX-XX-4649	5/31/2019 05/31/2019	May 2019 - Janitorial Se Invoice	Paid	7351-001 7351-051	Janitorial Janitorial	\$328.00 \$472.00	994-00-22-00 781-00-00-00
MCC After Prom	5/3/2019 05/03/2019	MCECC: Vouchers/Fa Invoice	Paid	7831-782	Supply	\$195.00	675-05-01-00
Michael L. VanDeVare XXX-XX-7929	5/29/2019 05/29/2019	Commissioner Exp: 05 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$44.66	000-00-00-19 000-00-00-19
Michael P. Kuhle XXX-XX-1130	5/29/2019 05/29/2019	Commissioner Exp: 04 Invoice	Paid	7111-001 7121-001 7111-001 7121-001	Committee PerDiem Committee Exp Committee PerDiem Committee Exp	\$50.00 \$44.66 \$50.00 \$107.30	000-00-00-19 000-00-00-19 811-00-00-19 811-00-00-19
Minneapolis Star Tribune	5/17/2019 05/17/2019	Qtrly Subscription: 05/20 Invoice	Paid	7511-001	Print/Publ	\$134.94	994-00-16-00
Minnesota Mascot	5/3/2019 05/03/2019	Public Hearing Notice Invoice	Paid	7511-001	Print/Publ	\$24.80	000-00-00-19
Miron Vic Carney XXX-XX-0879	5/29/2019 05/29/2019	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001 7111-911 7111-001 7121-001	Committee PerDiem Committee Exp Committee PerDiem Committee PerDiem Committee Exp	\$333.33 \$60.32 \$150.00 \$216.67 \$216.92	000-00-00-19 000-00-00-19 381-00-70-19 811-00-00-19 811-00-00-19
Murray County News	5/3/2019 05/03/2019	Public Hearing Notice Invoice	Paid	7511-001	Print/Publ	\$37.52	000-00-00-19
	5/3/2019 05/03/2019	MCECC: Ad - Initiative C Invoice	Paid	7513-782	Adv/Mktg	\$111.75	675-05-01-00

Southwest Regional Development Commission

Invoice Expense Allocation Report

May, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project	
						Amount	ID
Myron D. Koets XXX-XX-5032	5/29/2019	Commissioner Exp: 03	Paid	7111-001	Committee PerDiem	\$50.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$31.32	000-00-00-19
XXX-XX-5032	5/29/2019	Commissioner Exp: 04	Paid	7111-001	Committee PerDiem	\$100.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$31.32	000-00-00-19
XXX-XX-5032	5/29/2019	Commissioner Exp: 05	Paid	7111-001	Committee PerDiem	\$50.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$68.44	000-00-00-19
N & D Water Inc.	5/30/2019	RLF Loan Disbursement	Paid	8950-911	Loan Disbursements	\$100,000.00	381-00-10-19
	05/30/2019	Invoice					
National Print + Promo XX-XXX5716	5/3/2019	2 Boxes - Window Envel	Paid	7831-001	Supply	\$112.90	994-00-18-00
	0094512	Invoice					
NCPERS Group Life Ins.	5/3/2019	Pera Life: April 2019 Ded	Paid	2174-001	PERA-Life Insurance Payable	\$48.00	000-00-00-00
	05/03/2019	Invoice					
Nobles County Auditor- Treasurer	5/31/2019	Pera Life: May 2019 Ded	Paid	2174-001	PERA-Life Insurance Payable	\$48.00	000-00-00-00
	05/31/2019	Invoice					
Nobles County Recorder	5/30/2019	RLF Loan Mortgage Reg	Paid	2314-911	Prepaid Receipts	\$230.00	381-00-00-00
	05/30/2019	Invoice					
Northwest Gas	5/30/2019	RLF Loan Filing Fees: N	Paid	2314-911	Prepaid Receipts	\$138.00	381-00-00-00
	05/30/2019	Invoice					
One Office Solution	5/31/2019	Fuel: 04/13/19 - 05/18/1	Paid	7342-001	Fuel	\$69.21	994-00-22-00
	05/31/2019	Invoice		7342-051	Fuel	\$99.59	781-00-00-00
Painted Prairie Vineyard	5/17/2019	Door Plate: Communication	Paid	7831-001	Supply	\$35.98	994-00-18-00
	1894165-0	Invoice					
Paul Langseth XXX-XX-2867	5/10/2019	Annual Meeting: Deposi	Paid	1411-001	Prepaid Expenses	\$187.50	000-00-00-00
	05/10/2019	Invoice					
Paul Langseth XXX-XX-2867	5/29/2019	Commissioner Exp: 05	Paid	7111-001	Committee PerDiem	\$50.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$93.96	000-00-00-19

Southwest Regional Development Commission

Invoice Expense Allocation Report

May, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project	
						Amount	ID
Pizza Ranch XX-XXX7378	5/3/2019	MCECC: Mtg Exp (04	Paid	7834-780	MtgExp	\$118.46	671-05-00-00
	05/03/2019	Invoice					
XX-XXX7378	5/31/2019	MCECC: Mtg Exp (05	Paid	7834-780	MtgExp	\$93.11	671-05-00-00
	05/31/2019	Invoice					
Redwood Gazette	5/10/2019	Public Hearing Notice	Paid	7511-001	Print/Publ	\$47.00	000-00-00-19
	05/10/2019	Invoice					
REED Fund	5/3/2019	Payment: REED Loan # 2	Paid	9215-422	Principal Paid Back	\$25,344.00	222-84-10-00
	05/03/2019	Invoice					
Richard Anderson XXX-XX-2373	5/29/2019	Commissioner Exp: 04	Paid	7111-001	Committee PerDiem	\$50.00	811-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$109.30	811-00-00-19
				7111-001	Committee PerDiem	\$50.00	000-00-00-19
				7121-001	Committee Exp	\$35.96	000-00-00-19
Richard D. Peterson XXX-XX-7602	5/29/2019	Commissioner Exp: 04	Paid	7111-001	Committee PerDiem	\$100.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$93.96	000-00-00-19
XXX-XX-7602	5/29/2019	Commissioner Exp: 03	Paid	7111-001	Committee PerDiem	\$150.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$226.20	000-00-00-19
XXX-XX-7602	5/29/2019	Commissioner Exp: 03	Paid	7111-211	Committee PerDiem	\$50.00	111-00-15-19
	05/29/2019	Invoice		7121-211	Committee Exp	\$59.16	111-00-15-19
XXX-XX-7602	5/29/2019	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$66.67	811-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$78.88	811-00-00-19
				7111-001	Committee PerDiem	\$33.33	000-00-00-19
				7121-001	Committee Exp	\$39.44	000-00-00-19
Richard Otten Inspections XXX-XX-3863	5/24/2019	Energy Audit / True Real E	Paid	8963-128	Energy Audits	\$750.00	233-84-10-18
	05/24/2019	Invoice		8969-001	Energy Audit Inkind Match	\$450.00	233-84-10-18
				4959-001	Energy Audit Inkind Match-Clients	(\$450.00)	233-84-10-18
Robert Byrnes XXX-XX-9551	5/29/2019	Commissioner Exp: 05	Paid	7111-001	Committee PerDiem	\$50.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$16.24	000-00-00-19
XXX-XX-9551	5/29/2019	Commissioner Exp: 04	Paid	7111-001	Committee PerDiem	\$100.00	000-00-00-19
	05/29/2019	Invoice		7121-001	Committee Exp	\$121.80	000-00-00-19

Southwest Regional Development Commission Invoice Expense Allocation Report

May, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project	
						Amount	ID
Rock County Star Herald	5/3/2019 05/03/2019	Annual Subscription Ren Invoice	Paid	7511-001	Print/Publ	\$91.00	994-00-16-00
Schaap Sanitation	5/10/2019 1704033	Sanitation: 05/11/19 - 05/ Invoice	Paid	7362-001 7362-051	Sanitation Service Sanitation Service	\$26.45 \$39.68	994-00-22-00 781-00-00-00
Scholastic Book Clubs	5/31/2019 54191701	MCECC: FRED Event B Invoice	Paid	7831-782	Supply	\$75.00	675-05-01-00
SHRA - Southwest HR Association/	5/31/2019 05/31/2019	Registration - Employmen Invoice	Paid	6115-001	Registration	\$40.00	995-00-00-00
Slayton EDA	5/3/2019 05/03/2019	Lease Payment - May 20 Invoice	Paid	1497-021 1498-022	Amt To Be Provided-Orig Bldg Amt To Be Provided-Bldg Addn	(\$857.92) (\$2,427.64)	000-00-00-00 000-00-00-00
				9212-001	Lease Payment	\$857.92	000-00-00-19
				9212-001	Lease Payment	\$2,427.64	000-00-00-19
				2621-021	Obligation-Capital Lease	\$857.92	000-00-00-00
				2621-022	Obligation-Capital Lease	\$2,427.64	000-00-00-00
				7314-001	Interest Paid	\$525.98	994-00-22-00
				7314-001	Interest Paid	\$1,037.09	994-00-22-00
				4651-001	Interest Revenue	(\$99.79)	000-00-00-19
Stacie L. Golombiecki XXX-XX-7257	5/29/2019 05/29/2019	Commissioner Exp: 05 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$95.12	000-00-00-19 000-00-00-19
Stonberg, Giles & Stroup, PA XX-XXX6119	5/17/2019 29560	RLF: Legal - Towns Con Invoice	Paid	2314-911	Prepaid Receipts	\$314.00	381-00-00-00
The Computer Man, Inc.	5/3/2019 280997	Labor: Network Cables M Invoice	Paid	7911-001	CompRpr/Upkeep	\$95.00	994-00-24-00
5/10/2019 281071		Monitors - 2 Invoice	Paid	7831-001 7831-001	Supply Supply	\$163.00 \$163.00	994-00-18-00 994-00-18-00
5/17/2019 281104		Adobe InDesign Software Invoice	Paid	7921-001	SoftwMaint/Purch	\$407.88	994-00-24-00
5/24/2019 281148		Labor: Network Cables M Invoice	Paid	7911-001	CompRpr/Upkeep	\$82.50	994-00-24-00

Southwest Regional Development Commission

Invoice Expense Allocation Report

May, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project	
						Amount	ID
Tollefson Publishing	5/24/2019 281235	Labor: Replace Server R Invoice	Paid	7911-001	CompRpr/Upkeep	\$122.50	994-00-24-00
	5/3/2019 241907	Public Hearing Notice Invoice	Paid	7511-001	Print/Publ	\$48.20	000-00-00-19
Tom's Satellite Service Plus	5/24/2019 2624	Services: TV Mount/Con Invoice	Paid	7366-001 7366-051	Bldg Rpr/Maint.Ctr Bldg Rpr/Maint.Ctr	\$85.98 \$128.97	994-00-22-00 781-00-00-00
Vast Broadband	5/31/2019 05/31/2019	Services: 05/24/19 - 06/ Invoice	Paid	7425-001 7421-051 7425-051 7425-051 7425-001	Internet Telephone Internet Internet Internet	\$49.98 \$5.18 \$49.97 \$3.50 \$3.50	994-00-21-00 781-00-00-00 781-00-00-00 781-00-00-00 994-00-21-00
	5/17/2019 9829312018	Tablets: 04/02/19 - 05/0 Invoice	Paid	7422-001	Cellphone	\$80.40	994-00-21-00
	5/10/2019 05/10/2019	Public Hearing Notice Invoice	Paid	7511-001	Print/Publ	\$48.00	000-00-00-19
	5/31/2019 05/31/2019	MCECC: Ad - Commun Invoice	Paid	7513-782	Adv/Mktg	\$71.10	675-05-01-00
	5/29/2019 05/29/2019	Commissioner Exp: 05 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$64.96	000-00-00-19 000-00-00-19
XCEL Energy	5/17/2019 05/17/2019	Electricity: 04/06/19 - 05 Invoice	Paid	7341-051 7341-001	Electricity Electricity	\$260.57 \$181.08	781-00-00-00 994-00-22-00

**STATE OF MINNESOTA
GRANT AGREEMENT
(FISCAL YEARS 2020 AND 2021)**

This Grant Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and the Southwest Regional Development Commission (hereinafter "Grantee").

RECITALS

1. Minnesota Statutes § 174.01 designates the Minnesota Department of Transportation ("MnDOT") as the principal agency of the state for development, implementation, administration, consolidation, and coordination of state transportation policies, plans, and programs; and
2. Minnesota Statutes § 462.383, subdivision 2, and 462.39, subdivision 3, authorize Regional Development Commissions ("RDCs") to work with and on behalf of local units of government to develop plans or implement programs to address economic, social, physical, and governmental concerns and to develop comprehensive plans for local units of government; and
3. Minnesota Statutes § 174.03, subdivision 5, requires RDCs to develop regional long-range transportation policy plans in cooperation with MnDOT and local governments; and
4. Pursuant to Minnesota Statutes § 174.03, subdivision 4(2), MnDOT may provide financial assistance to RDCs for transportation planning; and
5. The Grantee is an RDC eligible to receive MnDOT funds.
6. The parties to this Agreement mutually agree as follows:

AGREEMENT TERMS**1. Term of Grant Agreement**

- 1.1 **Effective date.** This Agreement will be effective on July 1, 2019 or the date the State obtains all required signatures under Minnesota Statutes § 16.98, subdivision 5, whichever is later. **The Grantee must not begin work under this grant agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin work.**
- 1.2 **Expiration Date.** This Agreement will remain in effect until June 30, 2021, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement including, without limitation, the following clauses: 8. Indemnification; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers' Compensation; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.
- 1.4 **Exhibits.** Exhibit 1, Financial Assistance, and Exhibit 2, Invoices, are attached and incorporated into this agreement.

2. Duties

- 2.1 **Grantee's Duties.** The Grantee, who is not a state employee, will:

- a) Perform the work activities defined in the July 1, 2019 through June 30, 2020 and July 1, 2020 through June 30, 2021 RDC Transportation Planning Grant Agreement Workplans (hereinafter "RDC Workplans") as approved by the State and which are on file at Grantee's office and incorporated herein by reference.
- b) The RDC Workplans defines the scope of work and particular tasks to be completed by the Grantee.
- c) All work must be performed in a satisfactory and timely manner.
- b) Provide 15% local matching funds, which is equal to up to \$13,235 for FY 2020 and \$13,235 for FY 2021 (\$26,470 for the contract period).

2.2 State's Duties. The State will:

- a) Review and monitor progress of work activities defined in the Grantee's FY 2020 and FY2021 RDC Workplans.
- b) Furnish the Grantee, at its request, all data that is in the State's possession that is considered pertinent by the State to the work to be performed.
- c) Advise the Grantee of the anticipated availability of funds and assist in the development of the Grantee's FY 2020 and FY 2021 RDC Workplans.

3. Time

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Consideration and Payment

4.1 Consideration. The State will pay for all services performed by the Grantee under this Grant Agreement as follows:

- a) **Compensation.** The Grantee will be paid on a Lump Sum basis as follows upon receipt of invoice:

For July 1, 2019 to June 30, 2020 (hereinafter FY 2020)

- i. 25% upon execution of this Agreement and acceptance of the FY 2020 RDC Work plan (must be on or after July 1, 2019);
- ii. 20% after March 31, 2020 and acceptance the of FY 2020 mid-year work report;
- iii. 5% after June 30, 2020 and acceptance of the FY 2020 final work report;

For July 1, 2020 to June 30, 2021 (hereinafter FY 2021)

- iv. 25% after July 1, 2020 and acceptance of the FY 2021 RDC Work plan;
- v. 20% after March 31, 2021 and acceptance of the FY 2021 mid-year work report; and
- vi. 5% after June 30, 2021 and acceptance of the Grantee's FY 2021 final work report.

- b) **Total Obligation.** The total obligation of the State for all compensation and reimbursement to the Grantee under this Grant Agreement will not exceed \$75,000 in each fiscal year (\$150,000 over two fiscal years).

4.2 Payment: Invoices

The State will promptly pay the Grantee after the Grantee presents an invoice and the State's Authorized Representative accepts the invoice. Invoices must be submitted according to the schedule identified in Clause 4.1.a

- 4.3 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, the State will make at least one monitoring visit and conduct annual financial reconciliations of Grantee's expenditures. The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided with at least seven calendar days of notice prior to any monitoring visit or financial reconciliation. Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State. At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.
- 4.4 **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed.

5. Conditions of Payment

All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as determined at the discretion of the State's Authorized Representative and District Planner and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representatives

- 6.1 **State's Authorized Representative.** The State's Authorized Representative is Olivia Dorow Hovland, Senior Transportation Planner, 395 John Ireland Blvd MS 440, St. Paul, MN 55155, 651-366-3762, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.
- 6.2 **Grantee's Authorized Representative.** The Grantee's Authorized Representative is Jayme Trusty, Executive Director, 2401 Broadway Ave., Suite 1 Slayton MN 56172 507-836-1636. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7. Assignment, Amendments, Waiver, and Grant Agreement Complete

- 7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 7.2 **Amendments.** Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to subsequently enforce it.
- 7.4 **Grant Agreement Complete.** This Grant Agreement contains all prior negotiations and agreements between the State and the Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

8. Indemnification

In the performance of this Grant Agreement by Grantee, or Grantee's agents or employees, the Grantee must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the state, to the extent caused by Grantee's:

1. Intentional, willful, or negligent acts or omissions; or
2. Actions that give rise to strict liability; or
3. Breach of contract or warranty

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

9. State Audits

Under Minnesota Statutes § 16B.98, subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices relevant to this Grant Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement.

10. Government Data Practices and Intellectual Property

10.1 **Government Data Practices.** Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State.

10.2 **Intellectual Property Rights.** State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this agreement. The Documents will be the exclusive property of State, and Grantee upon completion or cancellation of this agreement must immediately return all such Documents to State. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." Grantee assigns all right, title and interest it may have in the Works and the Documents to State. Grantee must, at the request of State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

10.3 Obligations

- a) **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this agreement, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.

- b) **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. The Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works and Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11. Workers' Compensation

The Grantee certifies that it complies with Minnesota Statutes § 176.181, subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the States' obligation or responsibility.

12. Publicity and Endorsement

12.1 **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative or District Planner. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs the validity, interpretation, and enforcement of this Grant Agreement. Venue for all legal proceedings arising out of this Grant Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination; Suspension

14.1 **Termination by the State.** The State may terminate this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

- 14.3 **Termination for Insufficient Funding.** The State may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding sources; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 14.4 **Suspension.** The State may immediately suspend this Grant Agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15. Data Disclosure

Under Minnesota Statutes § 270C.65, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16B.98.

Signed: _____

Date: _____

SWIFT Contract # _____

SWIFT Purchase Order # _____

GRANTEE

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____
(With delegated authority)

Title: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____

MnDOT OFFICE OF FINANCE – GRANT UNIT

By: _____

Date: _____

RESOLUTION

BE IT RESOLVED that the Southwest Regional Development Commission enter into an Agreement for Distribution of MnDOT Planning Funds, under Agreement Number 1033846, with the State of Minnesota, Department of Transportation.

BE IT FURTHER RESOLVED that the _____ (Title) and _____ (Title) of the Southwest Regional Development Commission are hereby authorized to execute such Agreement and any amendments.

CERTIFICATION

State of Minnesota

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the _____ at a duly authorized meeting thereof held on the _____ day of _____, as shown by the minutes of said meeting in my possession.

Secretary

Notary

RDC Transportation Planning Grant Agreement Workplan

Contract Information					Funding Information		
RDC:	Southwest			MnDOT Contract Funds: \$75,000.00			
Fiscal Year:	2020			RDC Matching Funds: \$13,235.00			
Contract Number:				Total Contract Amount: \$88,235.00			
Activity Type	Dollar Amount Budgeted			Percent of Total Contract	Expenditures Jul 1 to Dec 31 <small>(click for report)</small>	Expenditures Jan 1 to Jun 30 <small>(click for report)</small>	Remaining Budget
	Staff Time	Expenses <small>(e.g. travel, meals, lodging)</small>	Total				
ATP Coordination and Involvement	\$17,830.00	\$2,800.00	\$20,630.00	23%	\$0.00	\$0.00	\$20,630.00
This section is for activities associated with the RDC's work related to Minnesota's Area Transportation Partnerships (ATPs). Anticipated activities in this area include: ATP and ATP Subcommittee meeting participation and meeting coordination ATP Development (project selection, preparation, outreach, etc) Transportation Alternative Program Administration (outreach, LOI review, application assistance, project selection, etc):							
TAC Administration	\$5,200.00	\$1,100.00	\$6,300.00	7%	\$0.00	\$0.00	\$6,300.00
This section is for activities associated with administering the RDC's Transportation Advisory Committee. Anticipated activities in this area include: • TAC and RDC Board meeting, meeting preparation of transportation issues • TAC and RDC Board meeting, administration of transportation issues							
Transportation Planners Meetings	\$7,000.00	\$1,400.00	\$8,400.00	10%	\$0.00	\$0.00	\$8,400.00
This section is for activities associated with the standing meetings between MnDOT and the RDC Transportation Planners. Anticipated activities in this area include: • Transportation Planners meeting participation • Transportation Planner meeting coordination as needed • Provide Agenda and Minutes / materials to District Planner(s)							
Statewide Priorities	\$8,700.00	\$1,000.00	\$9,700.00	11%	\$0.00	\$0.00	\$9,700.00
This section is for key activities at the state level as identified by the MnDOT RDC liaison through consultation with MnDOT functional areas. Anticipated activities in this area include: * Representation on Statewide groups / committees: Programming Update Work Group and the Local Transportation Technical Committee, Freight Investment Plan workgroup, SRTS Sustaining Coordination Subcommittee(i.e. 5-year Transit Plan Advisory committee, Pedestrian Advisory Committee, Inner-city Bus Study Committee, Railroad Grade Crossing Safety Action Plan, and others yet to come) * Assist with the development and coordination of: the District Bicycle Plans - serving on the District 7 and 8 Bike Plan TACs * Assist with the updates to the State Aviation System Plan * Assist with the District 8 Freight Plan * Participate in Community engagement work for the Pedestrian Plan * Coordinante on the Development of the State Rail Plan * One day annual SRTS/Active transportation planning training * Non-motorized data collection / portable counter administration * Review and input of Statewide Plans, Policies, Studies, such as: Freight Investment Plan, Airport Comprehensive Plan Work, Airport Zoning Work, Connected & Automated Vehicle work, Pedestrian Plan, and Transportation Equity work. * Maintenance of the Functional Classification System. * Participation in the Greater Minnesota Mobility Assessment (reliability of the NHS as initiated by MnSHIP) • Assist with airport zoning work (pending legislature decision) and airport comprehensive planning work • Assistance with outreach related to statewide projects • General SRTS assistance							
Regional Priorities	\$38,500.00	\$2,500.00	\$41,000.00	46%	\$0.00	\$0.00	\$41,000.00
This section is for key activities at the regional level as determined cooperatively by the MnDOT District Planner and RDC. Anticipated activities in this area include: • District 7 & 8 planning assistance and outreach related to the District ten year work programs (CHIP) and infrastructure community projects • District 7 & 8 planning assistance related to upcoming FY prescoping activities / worksheets / community visits • Participation in & monitoring of the local Toward Zero Deaths initiatives and regional conference participation • Regional planning efforts: Regional Ride Council participation (UCAP Section 5310 grant - access management) • Assist with / attendance of highway corridor meetings as approved by Districts 7 & 8 • Local planning assistance including participation in SHIP CLT meetings to facilitate information on pedestrian and bicycle opportunities, SRTS opportunities, and transportation projects • Other activities as identified and or agreed on by the District Planner(s) • Continued outreach to Scenic Byway (King of Trails), including potential corridor management plan updates • Trail Planning Coordination • Assist with transportation applications such as TED, Corridors of Commerce, SRTS, etc. • Leveraging local knowledge and outreach with respect to freight and safety. • Community outreach for needs assessments for communities on trunk highways. • Diversity engagement efforts • District Studies, such as: Windom Corridor Study, Marshall Urban Reconstruction Project * District Freight planning work							
Conference Attendance	\$1,750.00	\$455.00	\$2,205.00	2%	\$0.00	\$0.00	\$2,205.00
This section is for key activities related to RDC participation in statewide or regional transportation-related conferences. The total amount changed in this section should not exceed 2% of total contract amount. Anticipated activities in this area include: NADO Transportation Peer Conference - time only							
TOTALS	\$78,980.00	\$9,255.00	\$88,235.00	100%	\$0.00	\$0.00	\$88,235.00
Percent of Total Contract:					0%	0%	100%
Other Transportation Activities			\$0.00	0%	\$0.00	\$0.00	\$0.00
This section is for other transportation activities the RDC performs that are not covered by the MnDOT Transportation Planning Grant. Please note funding source. Anticipated activities in this area include: • NADO Transportation Peer Conference • Greater Minnesota Regional Parks and Trails Commission Admin for DPC 5 • SHIP grants for SRTS & Active Living Plans and Implementation • RTCC work through United Community Action Partnership							

DEVELOPMENT REPORT

June 2019

A. CEDS REPORT and EDA PLANNING GRANT

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) and EDA PLANNING GRANT

Our EDA Site Visit took place via conference call on May 31. This was the final piece to EDA approving our EDA planning grant that 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. Our peer reviewer was Greater Egypt Economic Development District that serves 5 counties in southern Illinois.

The 2017 revision of DevelopMN is 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 dashboard is in progress.

B. ECONOMIC DEVELOPMENT

Staff has worked with a number of communities considering an EDA grant submission for EDA's Public Works, Economic Adjustment Assistance Program, and/or Regional Innovation Strategies grant. Staff intends to assist the City of Worthington in submitting a Regional Innovation Strategies grant in 2020.

MADO Economic Development Planners— Planners will meet in Mankato on June 10 with topics of: updating DevelopMN language and smart goals, walking tour of downtown Mankato, dashboard discussion with Otto Media Group and a presentation from Ryan Kelly from Business Retention & Expansion International.

Minnesota Opportunity Collaborative (MNOppCo)— is a new initiative to market Minnesota's opportunity zones to investors and educate stakeholders about the federal investment incentive. MNOppCo seeks to inspire investment in designated opportunity zones, bringing together developers, investors, and community development entities to host a statewide project and site directory, hold educational events and share best practices on a regular basis. To learn more, go to <https://mnoppco.com/>. You are invited to add information about your opportunity zone projects at <https://mnoppco.com/directory/>. Read the recent press release at <https://mnoppco.com/uncategorized/mnoppco-press-release/>. Opportunity Zones in MN can be found at <https://mn.gov/deed/business/financing-business/tax-credits/opp-zones/census-opp-zone-tracts.jsp>.

Opportunity Zone Challenge— Communities with designated Opportunity Zones are invited to participate in the MN Opportunity Zone Challenge! While there are cash prizes for each finalist in seven categories, the goal of this 'competition' is to provide an aggregated source of ideas and

concepts from which Minnesota's 128 opportunities can draw inspiration—and bring their visions and goals to the attention of investors and investment funds. Challenge submissions will be accepted through June 30. Up to three semifinalists from each category will be able to give live pitches at the FINALIST event in Saint Paul July 24!

Opportunity Zone Education for legal and accounting professionals— Luncheon webinar will be held June 26 entitled “So Your Client Asked About an Opportunity Zone Deal.” Fredrikson & Byron, P.A. is working with MNOppCo to provide a workshop to help legal and accounting professionals navigate opportunity zone client representation. Topics will include: initial questions to ask your client, what to look for in deal documents, how does an OZ deal differ from other real estate investments and complexity of these deals.

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.

Southwest Business Development Network— The next meeting of this network will be held in Jackson on June 21 with either DEED Commissioner Steve Grove or Executive Director of Business Development Jeff Rossate. This is a great network to hear about projects and network with other economic development professionals in a larger southwest region.

Industrial Hemp— The Flower Market in Jackson has been licensed to grow industrial hemp. For more information go to <https://www.lakefieldstandard.com/articles/industrial-hemp-to-grow-again-in-jackson-county/>. Staff will be attending an event entitled “Partners in Ag Solutions” in Willmar on August 1st that will focus on this crop.

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.

LYFT Career Pathways— There are grants up to \$50,000 are available to jump-start career and technical education projects. For more information on LYFT, go to <https://www.lyftpathways.org/cms/lib/MN49000026/Centricity/Domain/4/LYFT%20Flyer%20Updated%20August%202018.pdf>.

Regional Marketing— Staff continues to support regional recruitment efforts being conducted by Explore SW MN and the 60/90 group. The 60/90 group created a Facebook page (www.facebook.com/LIVE6090/) to promote that area. The 60/90 group now meets monthly on the 4th Wednesday of each month. Their next meeting is June 26 from 3:45-5 p.m.

Data Sites— Labor market data can be found at <https://mn.gov/deed/data/data-tools/>. More data is available on <http://www.statsamerica.org/>, including EDA's Distress Criteria.

Establishment of a County EDA— Staff worked with Rock County as they passed a resolution and held two study committee meetings to consider establishing a County EDA. Staff put together a final report which was presented and approved at their county board on 5/7/19.

C. COMMUNITY AND PHYSICAL DEVELOPMENT

Local Assistance / Land Use, Planning and Zoning

All-Hazard Mitigation Plans

- All remaining plans are in the public review phase. Public hearing dates are:
 - Cottonwood: TBD;
 - Lincoln: Public review ends June 9;

- Murray: hearing completed, plan has been sent to HSEM/FEMA;
- Pipestone: Hearing June 6 at 5 p.m.;
- Redwood: Public review ends June 13.
- Once the public hearing phase concludes (31 days) the plans 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 Zoning— The 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. A Hearing has been set for June 24, 2019.

Waste Management / Energy / Natural Resources

Waste Management

- The Solid Waste Commission is scheduled to meet on July 22, 2019.

Energy

RMEB— is scheduled to meet on June 3 and July 22. The guest speaker for the June meeting will be from the Clean Grid Alliance to share information about legislation, utility scale solar, and discuss how the Clean Grid Alliance can do policy work with the RMEB.

SW CERT— SW CERT is working with utilities to assist in outreach of EV.

SW CERT continues to help people and businesses to connect to resources for energy efficiency and renewable energy. This fall there will be another RFP for CERT Seed Grants. Each CERT Region receives \$20,000 to help jump-start community energy efficiency or renewable energy projects. The funds can only be used for labor. If you have an idea or know of a project please connect with Netty.



Southwest Regional Development Commission

Cottonwood • Jackson • Lincoln • Lyon • Murray • Nobles • Pipestone • Redwood • Rock

MEMO TO: Jay Trusty

MEMO FM: Robin Weis

DATE: 5/8/19

SUBJECT: 60/90 Group

The 60/90 Group has been active in promoting the areas of Cottonwood, Jackson and Nobles counties. They've recently put together a Facebook page (<https://www.facebook.com/LIVE6090/>) where page administrators post activities they are participating in or would like to promote. This group recently met in Jackson on 5/1. The purpose of the meeting was to discuss priority areas and next steps.

The 60/90 Group has been rather informal however they've been successful in receiving some grant dollars, etc. for small projects. Currently, the 60/90 Group has \$3,314.41 for promotional activities that showcase their three counties.

SRDC staff is involved in the work of the 60/90 Group, as well as local economic development staff, chamber staff, county commissioners, etc. Regional marketing touches on both the Human Capital and Community Resources cornerstones in both DevelopMN and our current CEDS by building workforce and increasing awareness of amenities. The focus of the 60/90 Group fits within the SRDC Scope of Work.

The 60/90 Group will be scheduling meetings on the 4th Wednesday of each month to stay connected and focused.

The 60/90 Group has asked the SRDC to consider accepting the 60/90 funds as a donation to be used towards regional marketing in Cottonwood, Jackson and Nobles counties. This would be similar to the ED Pros funds that were donated in 2016.

Please let me know if you have questions.

Revolving Loan Fund (RLF) Report- June 2019

A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of \$226,000. We've had two recent early payoffs as well as our latest loan closing in Nobles County for \$100,000. A \$50,000 loan was approved for a Redwood County business, however this loan has not closed yet.

B. RECENT ACTIVITY

RLF Committee—The committee meets as needed. The committee last met on 4/16/19 and 4/26/19.

Servicing Issues— On-going loan servicing issues continue to be addressed. Site visits will resume in June. There has been a lot of action recently including NSF's, non-payment of life insurance premiums, modification agreements, and interest only requests.

New Applicants— Staff has made contact with several individuals that are in beginning stages of putting an application together for consideration. 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/>.

Outreach/Education— Staff recently sent out a survey in partnership with MADO organizations and the Federal Reserve Bank of Minneapolis. Surveys were due June 7 and results will be shared with us. The purpose is to hear directly from local businesses about current economic conditions across the state. Specifically, the Minneapolis Fed is interested in hearing about a company's hiring demand, labor availability, wages, and price trends.

Staff was also asked to present during a CDFA webinar on RLF Marketing on May 21.

Staff will be presenting in Windom at Chamber Bytes on June 26 in conjunction with their EDA director.

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- June 2019

A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of \$86,700 (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. Staff expects an application from a Lyon County (Tracy) business in the amount of \$14,260 that the committee will be asked to consider.

B. PACE COMMITTEE

The committee meets as needed or in conjunction with the RMEB.

Weis has requested an ARRA 5 year extension, due 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 was extended through June 30 to wrap up energy audits in progress. This program was available for 3 years. A final report will be compiled for USDA on June 30, 2019.

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.

Transportation Report – June 2019

SRDC Transportation Committee: The Annual meeting is scheduled for Tuesday, July 16 at 2:30 pm.

Area Transportation Partnerships:

ATP 7 — Is scheduled to meet June 14 (or may be rescheduled to one week later).

ATP 8 — Is scheduled to meet June 28 at 9:30 a.m. in Willmar.

Programming Update Workgroup: No report.

District 7 and 8 CHIP outreach and Project Scoping: Staff provided input to District 8 on the following 2025 projects for the scoping process:

- US 14: Replace bridge 1686 over a stream crossing 1.8 miles E of the SD/MN state line (west of Lake Benton)
- MN 19: Marshall Downtown Reconstruction
- US 75: Replace bridge 1.6 miles S of the Lincoln/Yellow Medicine County line over a stream (north of Ivanhoe)

Transportation Planners Meeting: met on May 22 in Hutchinson; much of the discussion was on SRTS, as well as some of the hiccups with the planning process of the RTCC's. The next meeting is scheduled for August 20-21 in Thief River Falls, with a November meeting in St Cloud.

Greater Minnesota Regional Transportation Organizational Planning Grant: No word on the grant at this time.

District 7 Manufacturers Study: Final report will be available in late summer 2019; on August 13, the District will hold a wrap-up meeting of the study in Mankato.

District 8 Freight Plan: On June 21, the Freight plan Advisory committee will be meeting and the District will begin the process to develop a new freight plan.

Active Living: *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.
- Staff is providing some guidance to the Jackson for them to move forward.

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

- Staff continues to participate in the two CLTs in both Marshall and Luverne.
- SRTS & Active Living Facilitation: New contract has begun to work with SRTS and Active Living communities on implementation. Recent/Upcoming Meetings: Tracy July 23, Minneota July 24.

Greater Minnesota Regional Parks and Trails Commission: A district workshop and DPC meeting was held April 30 in Mankato followed by the DPC 5 meeting.

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>.

Safe Routes to School: Luverne plan has been initially submitted to MnDOT, and is awaiting comment.

SRDC applied to be a regional SRTS coordinator for three school sites in Redwood Falls. This is to work with our schools to implement their SRTS plans. Grantees will be announced in May—we have not heard.

Other Active Transportation Events:

- Pipestone Bikeable Community Workshop: May 23, 2019
- Redwood Falls Bikeable Community Workshop: June 26, 2019

NADO 2019 Excellence in Regional Transportation Award: Languages & Interpreter Services in Southwest Minnesota—work by SRDC staff following the completion of the Human Services and Public Transportation Plan update as one of the implementation tasks.

National Regional Transportation Conference: Staff will be attending the conference in Columbus Ohio June 17-19 and has been asked to speak on pedestrian and bicycle planning. The focus of this was the work we did as the Districts developed the Bicycle Plans.

SOUTHWEST REGIONAL DEVELOPMENT COMMISSION

Commissioner Expense Report

Name: _____
Commissioner Expense Report for: _____
to _____
to _____

NOTE: For all costs excluding mileage, please code line [DB] for Direct Bill or list amount if paid personally.

*Number of miles traveled times the reimbursement rate (58¢ per mile-effective 1-1-19)

****Per Diem = \$50.00 a meeting for a maximum of \$50 a day**

[illegible]

I declare under penalty of law that this claim is just and correct and that no part of it has been paid. I understand that any applicable taxes will be my responsibility according to IRS regulations.

Signed _____ Date _____

FOR OFFICE USE ONLY:

CHECK # _____

DATE _____

AUTHORIZATION