FULL COMMISSION MEETING
Thursday, January 9, 2020
3:30 p.m.
Center for Regional Development
2401 Broadway Ave, Slayton, MN
FULL COMMISSION MEETING
Thursday, January 9, 2020
3:30 p.m.
Center for Regional Development Office
2401 Broadway Ave, Slayton, MN

AGENDA

<table>
<thead>
<tr>
<th>#</th>
<th>Time</th>
<th>Item</th>
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<tbody>
<tr>
<td>1</td>
<td>3:30 p.m.</td>
<td>Call to Order &amp; Pledge of Allegiance</td>
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<tr>
<td>2</td>
<td>3:33 p.m.</td>
<td>Introductions</td>
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<td>3</td>
<td>3:37 p.m.</td>
<td>Additions to &amp; Approval of Agenda</td>
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<td>Action Needed: Approve Agenda</td>
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<td>4</td>
<td>3:40 p.m.</td>
<td>Board of Directors Appointments</td>
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<td>Appointment of Dennis Welgraven, representing Murray County</td>
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<td>Action Needed: Approve Board Appointments</td>
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<td>5</td>
<td>3:43 p.m.</td>
<td>Consent Agenda Items:</td>
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<td>November 14, 2019 Full Commission Meeting Minutes</td>
<td>1-6</td>
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<td>December 12, 2019 Board of Directors Meeting Minutes</td>
<td>7-12</td>
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<td>Action Needed: Approval of Consent Agenda Items</td>
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<td>6</td>
<td>3:45 p.m.</td>
<td>Finance Reports—Treasurer Gravley &amp; Finance Director Dianne Crowley</td>
<td>Handout</td>
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<td>Treasurer’s Report, including bank accounts &amp; investments</td>
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<td>December Receipts and Expenditures Report</td>
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<td>Administrative Report through December, 2019</td>
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<td>Action Needed: Approval of Administrative Report</td>
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<td>7</td>
<td>3:50 p.m.</td>
<td>Project Reviews—Staff</td>
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<td>As of the mailing there are three Project Reviews for Commission consideration.</td>
<td>13-15 &amp; Handout</td>
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<tr>
<td>8a</td>
<td>3:55 p.m.</td>
<td>Audit Committee Report—Committee Chair Gravley &amp; Executive Director Jay Trusty</td>
<td>Handout</td>
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<td>SRDC FY2019 Audit report</td>
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<td>Action Needed: Accept Audit Committee’s Report</td>
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<td>8b</td>
<td>4:10 p.m.</td>
<td>Budget &amp; Personnel Committee Report—Committee Chair Gravley</td>
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<td>Mid-Year Budget Revision</td>
<td>16-18</td>
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<td>Action Needed: Approve Mid-Year Budget Revision</td>
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Committee & Staff Reports

Handout
8c  4:20 p.m.  Development Report—Staff  

8d  4:30 p.m.  Revolving Loan Funds—RLF Committee Chair Byrnes & Economic Development Director Robin Weis  
- Commissioners will be updated on current RLF activities.  
- Commissioners will be updated on the Property Assessed Clean Energy (PACE) loan program.

8e  4:40 p.m.  Transportation Report—Committee Chair Mic VanDeVere and staff

8f  4:50 p.m.  Executive Director’s Report—Executive Director Jay Trusty  
- NADO Report

8g  5:00 p.m.  Chairman’s Report—Chairman Mike Kuhle

9  5:10 p.m.  Reports from SRDC Commissioners Representing Local Units of Government & Public Interest Groups  
- Nobles County Commissioners, Matt Widboom  
- Cottonwood County Municipalities, Jenny Quade  
- Murray County Townships, Bill Crowley

10  5:30 p.m.  Unfinished Business

11  New Business

12  Other Issues  
Rock and Cottonwood 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.

13  Announcements  
SRDC Commissioner vacancies exist from the following representation: Lyon County Municipalities, Redwood County Municipalities, Redwood County Townships, and Region 8 School Boards.

- SRDC Office closed on Monday, January 20th in observance of Martin Luther King Jr. Holiday.
- SRDC Board of Directors Meeting: Thursday, February 13th at 3:30 p.m. at the SRDC Office.
- SRDC Office closed on Monday, February 17th in observance of President’s Day.
- SRDC Full Commission Meeting: Thursday, March 12th at 3:30 p.m. at the SRDC Office.

14  5:35 p.m.  Adjournment
MEMBERS PRESENT: Chairman Mike Kuhle, Commissioners Rick Anderson, JoEllen Benson, Bob Byrnes, Miron Carney, Bill Crowley, Eriann Faris, Donna Gravley, Eric Hartman, Eloise Hauschild, Dennis Klingbile, Bruce Kooiman, Ann Orren, Richard Peterson, Ron Skjong, Sherri Thompson, Mic VanDeVere, Bob Van Hee, Don Wachal, Carol Wagner, Shanda Walker, and Dennis Welgraven

MEMBERS ABSENT: Commissioners Keith Elbers, Stacie Golombiecki, Lori Grant, Daryl Hanenburg, Tom Hoff, Myron Koets, Paul Langseth, Jenny Quade, Terry Quiring, Jane Steffen/Nora Murphy, and Matt Widboom

GUESTS PRESENT: Dave Thiner (Murray County Commissioner) and Jim Kluis (Murray County Commissioner)

STAFF PRESENT: Executive Director Jay Trusty, Rosemary Bruce-White, Dianne Crowley, Annette Fiedler, Jason Walker, Robin Weis, and Jessica Welu

CALL TO ORDER
Chairman Mike Kuhle called the meeting to order at 3:30 p.m., followed by the Pledge of Allegiance and introductions.

AGENDA ADDITIONS/APPROVAL
There were no additions to the agenda.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Kooiman to approve the agenda with additions as noted. Upon vote taken: Ayes-20, Nays-0. Motion Carried.

COMMISSIONER APPOINTMENTS
Chairman Kuhle announced the following appointment to the Commission: JoEllen Benson, representing Rock County Townships.

M/S/P Motion made by Commissioner Thompson and seconded by Commissioner Crowley to approve the appointment of JoEllen Benson as presented. Upon vote taken: Ayes-20, Nays-0. Motion Carried.

CONSENT AGENDA
M/S/P Motion made by Commissioner Anderson and seconded by Commissioner Carney to approve the following consent agenda items: September 2019 Full Commission Meeting Minutes, October 10, 2019 Board of Directors Meeting Minutes, October Receipts & Expenditures Report and CERTs Contract. Upon vote taken: Ayes-20, Nays-0. Motion Carried.
FINANCE REPORT
SRDC Treasurer Donna Gravley referred Commissioners to the Treasurer’s Report in the handouts, showing bank accounts and fund designations. Tax settlements from one county have been received. The majority of counties will submit the SRDC tax settlements in the November/December timeframe and this will increase the cash-flow balance. The auditors will be at the SRDC on November 15th to review the RLF and ask questions. The audit is on track for the Audit Committee to meet in December. Currently, the final audit report will be available at the December Board Meeting and the January Full Commission Meeting.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner VanDeVere to approve the Treasurer’s Report as provided. Upon vote taken: Ayes-20, Nays-0. Motion Carried.

Finance Director Dianne Crowley referred Commissioners to the Administrative Report through the end of October 2019. Crowley highlighted line items. Expenses are currently at 32.2% of the budget. Budget revision will take place following the audit, and a December Budget and Personnel Committee Meeting to discuss budget revision is expected.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Hauschild to approve the Administrative Report as provided. Upon vote taken: Ayes-20, Nays-0. Motion Carried.

PROJECT REVIEWS
There were two project reviews for Commissioner consideration. Development Planner Jason Walker presented reviews on the City of Fulda’s USDA Rural Development project for an ambulance purchase, and the Minnesota Transmission Owners’ MN PUC’s 2019 Biennial Transmission Projects Report. Commissioner questions were answered.

M/S/P Motion made by Commissioner Byrnes and seconded by Commissioner Gravley to accept the City of Fulda’s USDA Rural Development Project and the MN PUC’s 2019 Biennial Transmission Projects Report. Upon vote taken: Ayes-20, Nays-0. Motion Carried.

COMMITTEE AND STAFF REPORTS
A. Development Report
Commissioners were referred to their meeting packet which contained staff summaries/updates. Economic Development Director Robin Weis reported that CEDS Committee will need to meet to discuss any suggested changes to the CEDS as the revision is due December 31st. The Committee is being finalized now. Every five years, a new CEDS is required. The SRDC’s new CEDS will be due in 2021. Weis highlighted several topics discussed at the AURI Hemp Conference she attended on November 6th. The 2019 Regional Profile from Deed is now available. Within the profile, Southwest Minnesota stands out for having the lowest cost of living in the state, an unemployment vacancy rate of .5 job seekers for every 1 job, and 7% of the regional population being foreign born. Although births were higher than deaths in the region,
there is still a high outmigration. Weis also highlighted page 13 of the report, which showcases occupations in demand.

Development Planner Rosemary Bruce-White updated Commissioners on Lincoln County Zoning.

Physical Development Director Annette Fiedler reported that next week she will be finishing up the cross-references and ADA document compliance for the Murray County Ordinance update. This should be the last update for the project.

Development Planner Jason Walker reported on the Strategic Planning Workshop he facilitated, along with organizing partner Briana Mumme, in Wabasso on November 6th. Another workshop is upcoming in Lamberton.

Physical Development Director Annette Fiedler reported that the Solid Waste Commission and RMEB will next meet on November 25th. The RMEB meeting will feature guest speakers from NextEra Energy, the Clean Grid Alliance, and the Institute for Ag and Trade Policy. Fiedler and Bruce-White will be in Mankato on November 15th for a peer dialogue regarding wind energy and development agreements. The SRDC has also received initial notice of filing for the Plum Creek Wind Project.

Development Planner Jason Walker provided an update on the SW CERT Steering Committee meeting held November 4th to review and prioritize the six seed grant applications, which totaled $29,047. SW CERT has $20,000 in funds for labor only to distribute for clean energy projects. Committee recommendations were outlined in the meeting packet.

M/S/P Motion made by Commissioner Kooiman and seconded by Commissioner VanDeVere to approve the recommendations of the SW CERT Steering Committee regarding the approval of the applicants for SEED Grant Funds totaling $20,000 as presented. Upon vote taken: Ayes-21, Nays-0. Motion Carried.

Executive Director Jay Trusty referred Commissioners to the spotlight article in their packets regarding the 2020 census. Trusty reported that Jim Accurso, MN Partnership Specialist at the US Census Bureau’s Chicago office was at the SRDC on October 29th to discuss the SRDC’s interest in a regional complete count committee, as well as the SRDC’s assistance in getting the word out regarding census jobs. April 1, 2020 is Census Day. Census changes were discussed. Accurso will be at the December 12th Board of Directors meeting to discuss the 2020 Census. Discussion followed.

B. Communications Report
Communications Specialist Jessica Welu referred Commissioners to the Communications Report in their packets. Welu reported on the branding panel she was on at the MADO All-Staff Retreat, recent Social Media/Website Audits completed, a communications meeting on October 17th with SWHHS, MNRAAA, UCAP, and SW Mental Health Center, and the Southern Minnesota Equity Summit held on November 1st in St. Peter. Welu provided an update on the SRDC Comprehensive Communications Plan. Commissioner Communication Surveys were conducted at the meeting. Survey responses will be used in the development of the Communications Plan.
C. Revolving Loan Fund

Committee Chair Bob Byrnes referred Commissioners to their meeting packet which summarized recent RLF activities. Funds are currently available in the approximate amount of $210,000. Three applications have been recently approved. One in Redwood County and two in Nobles County. Ongoing servicing issues continue to be addressed.

Economic Development Director Robin Weis noted that the SRDC RLF did again receive a Level A Rating from the EDA.

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 $100,436 (PACE ARRA Funds) and $325,537 (PACE SEP Funds). Weis requested assistance from Commissioners for outreach as opportunities arise, as there is very little funding available for PACE outreach. Commissioners will be provided with the PACE flyer via email.

D. Transportation Report

Committee Chair Mic VanDeVere reported that ATP7 and ATP 8 are both scheduled to meet on December 13th. Discussion of the recent ATP meeting topics followed.

Physical Development Director Annette Fielder reported on the Agate Terminal Rail to Road Ribbon Cutting on October 9th. This intermodal facility has great potential and is an asset to Southwest Minnesota.

Development Planner Rosemary Bruce-White introduced herself to Commissioners and provided an update on the languages document update. Bruce-White also reported that Staff coordinated information regarding options for traffic-calming measures on behalf of the City of Hills.

Physical Development Director Fielder updated Commissioners on the District 8 Freight Plan and the Regional Transportation Coordination Council (RTCC). The first meeting for the organization of the RTCC was held November 6th. The next two meetings have been scheduled for December 4th and January 8th. The first meeting defined the RTCC as the 9 counties of Southwest Minnesota. The meeting had 14 participants and addressed a need to expand the audience. Outreach for the next meeting is underway. Fiedler and Bruce-White will be attending the Transportation Planners meeting November 19-20 in St. Cloud.

Development Planner Jason Walker provided an update on Active Living and SHIP recent activities in Minneota, Tracy, and Tyler. Walker also provided an update on SRTS Grants available.

E. Executive Director’s Report

Executive Director Jay Trusty reported on current activities, including the NADO Training Conference October 19-22nd, and the MADO All-Staff Retreat October 24-25th. Staff provided commentary on sessions attended. Trusty also reported on the November 8th meeting with the Commissioner of Commerce, the Financial Round Table at Lower Sioux earlier this month, and Orientation with new Commissioners held prior to today’s meeting. DEED received $70 million worth of applications for broadband funding and the Minnesota Rural Broadband Coalition’s will
be requesting a $30 million in funding to the Governor’s Office, Senate, and House. Trusty noted that the SRDC Annual Meeting is set for July 9th. Given the early date, Commissioners were asked if they wanted to move the meeting date. Discussion followed. Commissioner consensus was to keep the meeting set for July 9th.

F. Chairman’s Report
Chairman Mike Kuhle reported that following the data from the 2019 Regional Profile from DEED, the SRDC should use the information for marketing and outreach of the region. The more that we can get the word out and showcase the region, no matter what the medium, the better. Kuhle also noted for Commissioners to keep on their radar that the State Department will be sending out letters to communities in the next six months about opting in as a Welcoming Community.

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

A. Murray County Commissioners
Commissioner Dennis Welgraven provided an update on current projects in Murray County, including the County’s new Administrator, Tom Burke, the Murray County Solid Waste Plan, Lismore Telephone looking at a broadband fiber route, and upcoming solar and wind projects in the county.

B. Lincoln County Municipalities
Commissioner Dennis Klingbile provided an update on current projects in the Cities of Hendricks, Lake Benton, Tyler, and Ivanhoe. Hendricks is looking at adding more campsites to their park, as well as planning street projects. Tyler has school, sanitary, and street projects upcoming. Ivanhoe had a problem with their lift station, which required replacement this year. They will be adding an alert system to their sewer and water system, and fill valves for their water tower. Each city is also working with FEMA on projects following the spring flooding. Discussion of the wind projects happening in the county followed.

C. City of Marshall
Commissioner Bob Byrnes provided an update on current projects in the City of Marshall, including the City’s Bike Share Program. Nine bikes were purchased last year. After the first year, 28,039 miles were biked. A ped counter was also placed on the Camden Regional Trail. Over the last year, there were 24,500+ passes. The city is in its final stages of strategic planning and rebranding. They’ve also seen an effective use of outreach on social media. Byrnes also reported on business expansions and new businesses, including Hobby Lobby, Ashley Furniture, and ALDI, as well as projects at the water treatment plant and wastewater plant. The city awarded bids for City Hall remodel. Marshall also has seen housing expansion and there is a potential mixed-use building project in the works.

UNFINISHED BUSINESS
No discussion.
NEW BUSINESS
Commissioner Bob Van Hee provided an update on Redwood County’s Solid Waste changes.
Discussion followed.

Commissioner Donna Gravley asked how other communities are dealing with Permit by Rule issues.
Discussion followed.

Finance Director Dianne Crowley reminded Commissioners to submit expense sheets prior to the end of the year.

OTHER ISSUES
No discussion.

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

SRDC Commissioner vacancies exist from the following representation: Lyon County Municipalities, Redwood County Municipalities, Redwood County Townships and Region 8 School Boards.

ADJOURNMENT
Chairman Kuhle adjourned the meeting at 5:21 p.m.

APPROVAL OF MEETING MINUTES
Meeting Minutes prepared by Jessica Welu, SRDC Communications Specialist.

Reviewed by:                        Approved by:
                                      
Richard Peterson                    Mike Kuhle
SRDC Secretary                      SRDC Chairman
MEMBERS PRESENT: Chairman Mike Kuhle, Commissioners Rick Anderson, Bob Byrnes, Miron Carney, Keith Elbers, Donna Gravley, Eloise Hauschild, Myron Koets, Paul Langseth, Richard Peterson, and Bob VanHee

MEMBERS ABSENT: Commissioner Eric Hartman

GUESTS PRESENT: Jim Accurso, U.S. Census Bureau; Mic VanDeVere, SRDC Commissioner

STAFF PRESENT: Executive Director Jay Trusty, Rosemary Bruce-White, Dianne Crowley, Annette Fiedler, Rose Oakland, Kathy Schreiber, Doreen Veenhuis, Jason Walker, Robin Weis, and Jessica Welu

CALL TO ORDER
Chairman Mike Kuhle called the meeting to order at 3:33 p.m., followed by the Pledge of Allegiance.

EMPLOYEE RECOGNITION
Chairman Kuhle recognized Physical Development Director Annette Fiedler, who will be retiring December 13th. Fiedler has been with the SRDC since September, 1986.

AGENDA ADDITIONS/APPROVAL
Chairman Kuhle announced the addition of Contracts following the Consent Agenda.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Koets to approve the agenda with additions as noted. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

CONSENT AGENDA

M/S/P Motion made by Commissioner Anderson and seconded by Commissioner Byrnes to approve the following consent agenda items: November Receipts & Expenditures Report and the Jackson County RLF, Falcon Development Corporation, Heron Lake RLF, RMEB, and Solid Waste Commission Contracts. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

CONTRACTS
Economic Development Director Robin Weis presented the WREDC Contract to Commissioners. Finance Director Dianne Crowley presented the A.C.E. Contract to Commissioners.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Koets to approve the WREDC and A.C.E. Contracts as presented. Upon vote taken: Ayes-10, Nays-0. Motion Carried.
FINANCE REPORT
SRDC Treasurer Donna Gravley referred Commissioners to the Treasurer’s Report in the handouts, showing bank accounts and fund designations. Tax settlements from 8 counties have been received to date. Cottonwood County remains. The draft report for the audit will be ready for the audit committee to review next week. The approved audit report will be available at the January Full Commission meeting.

M/S/P Motion made by Commissioner Koets and seconded by Commissioner Langseth to approve the Treasurer’s Report as provided. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

Finance Director Dianne Crowley referred Commissioners to the Administrative Report through the end of November 2019. Crowley highlighted several line items. Equipment Reserve usage and PACE reserve changes leaves operations with a decrease of $41,022; 16% of budget instead of 41%.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Langseth to approve the Administrative Report as provided. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

PROJECT REVIEWS
There were three project reviews for Board consideration. Development Planner Rosemary Bruce-White provided an overview of the Red Rock Quarry project and the Buffalo Ridge Wind project. Development Planner Jason Walker provided an overview of the Plum Creek Wind project. Discussion followed.

M/S/P Motion made by Commissioner Koets and seconded by Commissioner Gravley to accept the Red Rock Quarry EAW project review and the Plum Creek Wind and Buffalo Ridge Wind MN PUC project reviews. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

GUEST SPEAKER
Jim Accurso, MN Partnership Specialist, Chicago Region, U.S. Census Bureau was the guest speaker. Accurso presented on the 2020 Census and answered Commissioner and staff questions.

COMMITTEE AND STAFF REPORTS
A. Budget & Personnel Committee Report
Committee Chair Donna Gravley reported on the Budget & Personnel Committee meeting held earlier in the day. Gravley reported that Development Planner Jason Walker has successfully passed his probationary period and is being recommended to be placed on permanent employment status at the SRDC.

M/S/P Motion made by Commissioner Anderson and seconded by Commissioner Carney to approve the Committee’s recommendation to place Development Planner Jason Walker on permanent status at the SRDC. Upon vote taken: Ayes-10, Nays-0. Motion Carried.
Committee Chair Gravley reported on the letter of retirement from Physical Development Director Annette Fiedler. The Budget & Personnel Committee is recommending an award of $1,500 for Fiedler’s meritorious service to the SRDC.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Peterson to approve the Committee’s recommendation to accept the retirement of Physical Development Director Annette Fiedler and to approve the meritorious award as presented. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

Committee Chair Gravley reported that the Committee discussed SRDC’s FY2020 mid-year budget revision. Finance Director Dianne Crowley referred Commissioners to their handouts detailing the SRDC’s FY2020 mid-year budget revision, which she summarized. Major line item differences were explained. The revised budget is showing an estimated need for unrestricted reserves of $108,099. The Committee is recommending approval of the SRDC FY2020 mid-year budget revision.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Hauschild to recommend to the Full Commission the SRDC FY2020 mid-year budget revision as recommended. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

B. Legislative Committee Report
Committee Chair Miron Carney reported that the Legislative Committee last met on September 10th. Committee Chair Carney summarized current legislative priorities. The Committee plans to meet after the first of the year to clarify support requests.

C. Development Report
Commissioners were referred to their meeting packet which contained staff summaries/updates. Economic Development Director Robin Weis reported that the latest revision of DevelopMN is available online. The CEDS committee has been confirmed. The SRDC annual CEDS revision is due 12/31/19. EDA staff will be in the region on December 13th to discuss project ideas to spur application submissions. Three community meetings are planned in Slayton, Rushmore, and Tracy as part of the visit. Weis also reported on current and upcoming outreach efforts for Falcon Development Corporation, and that staff met with SWIF, UMVRDC, and MMDC regarding DEI. It is possible that a MADO DEI training may occur this spring, followed by an implementation meeting with the SW MN group. The communities of Worthington, Marshall, Luverne, and Pipestone attended the League of Minnesota Cities Cohort 2 on DEI and have developed working documents for system changes unique to their communities. Weis asked whether these communities would be willing to share their working documents.

Development Planner Rosemary Bruce-White provided an update on Lincoln County Zoning. The Solid Waste Commission met November 25 and is scheduled to meet on January 27. Bruce-White reported on a current concern discussed at the meeting in regards to increased use of lithium batteries. There is a need to find disposal solutions as lithium batteries can explode when crushed, which has led to fire hazards at waste facilities.
Physical Development Director Annette Fiedler reported on a staff facilitated Development Agreement Discussion held November 15 in Mankato for the MnDOT District 6 and 7 Engineers and Zoning Administrators. After discussion with PUC staff, they requested Fiedler submit comments from the meeting to the PUC. Discussion of the comments followed.

Development Planner Jason Walker reported on the November 25th RMEB meeting. The next meeting is scheduled for January 27th. PACE Outreach was one to the discussions, along with transmission constraints in the region. The CERT staff meeting was held November 26th. A Press Release on Seed Grant awards should be released in January. Utility surveys were recently conducted with respondents interested most in more information on electric vehicles and small businesses. There will also be a 10 year anniversary celebration of the GreenStep program on January 9th from 9am-11:30am at 6 locations, including Marshall.

D. Communications Report
Communications Specialist Jessica Welu provided an update on the SRDC Communications Plan. Six main communication challenges for the SRDC were addressed. These challenges present opportunities that will be established as goals in the plan. Four proposed communication goals were presented.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Langseth to approve the communication goals as presented. Upon vote taken: Ayes-10, Nays-0. Motion Carried.

E. Revolving Loan Fund
Committee Chair Bob Byrnes referred Commissioners to their meeting packet which summarized recent RLF activities. Funds are currently available in the approximate amount of $224,000. Two loans have been approved for Nobles County businesses. On-going loan servicing issues continue to be addressed. Discussion followed.

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 $111,610 (PACE ARRA Funds) and $325,801 (PACE SEP Funds). SRDC Communications Specialist Jessica Welu is assisting with outreach materials and promotion. Each of the 18 county RMEB members have flyers to distribute to potentially interested businesses or agribusinesses. Flyers will also be sent to RMEB County Coordinators, Recorders, and to the SRDC Full Commission members at the January meeting. A connection has been made to the SMSU Marketing Department for potential assistance in PACE outreach.

F. Transportation Report
Physical Development Director Annette Fielder referred Commissioners to their meeting packets which summarized current activities. ATP 7 is scheduled to meet December 13th in Mankato, and is looking at a possible January/February committee meeting. ATP 8 is scheduled to meet December 13th in Winsted.

Development Planner Rosemary Bruce-White reported on the October 19-20 Quarterly Transportation Planners Meeting. Bruce-White discussed the ADA Transition Plan Training
received at the Transportation Planners Meeting. Commissioner Bob Byrnes requested notes on the ADA Transition Plan Training be sent to SRDC Commissioners. Bruce-White reported on the December 10th business tour of the Schwan’s facility followed by the Freight Plan Advisory Committee Meeting. There will be $23 million in STIP available for 2023 statewide freight improvements. A December 4th SHIP webinar regarding Shakopee’s update to their city plan to focus on health and active living was also discussed.

Physical Development Director Annette Fiedler reported on the second meeting of the Regional Transportation Coordination Council (RTCC). The next meeting is scheduled for January 8th. Fiedler and Executive Director Jay Trusty met with UCAP yesterday to discuss an outline of what the first year work plan for the RTCC might look like.

Development Planner Jason Walker reported on the Worthington Active Living Committee, and the December 4th meeting with Jill Wolf, Adrian City Administrator to discuss active living and SRTS. Tyler has completed a full draft proposal for the SRTS planning grant. Wabasso is still working on their draft. Next year will be a push for MnDOT demonstration projects as they look to have 10-20 demonstration projects across the state in the next year.

G. Executive Director’s Report
No report.

H. Chairman’s Report
Chairman Mike Kuhle updated Commissioners on the City of Worthington’s vote this week to withdraw from the Buffalo Ridge Drug Task Force. The vote was a result of personality differences between the city and county. Discussion of elected and appointed positions followed.

UNFINISHED BUSINESS
No discussion.

NEW BUSINESS
No discussion.

OTHER ISSUES
No discussion.

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

SRDC Commissioner vacancies exist from the following representation: Lyon County Municipalities, Redwood County Municipalities, Redwood County Townships, and Region 8 School Boards.

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: Reviewed by:

Richard Peterson  Mike Kuhle
SRDC Secretary  SRDC Chairman
<table>
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<tr>
<th>Applicant</th>
<th>Project</th>
<th>Cost</th>
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<tr>
<td>City of Lakefield</td>
<td>Fire Department Funding Request</td>
<td>$100,000</td>
</tr>
<tr>
<td>City of Tracy</td>
<td>Ambulance Replacement/Refurbishment</td>
<td>$150,000</td>
</tr>
<tr>
<td>(HANDOUT) City of Wilder</td>
<td>Preliminary Engineering Report Development Request</td>
<td>$30,000</td>
</tr>
</tbody>
</table>
Project Name: Lakefield Fire Department Funding Request

Project Description:
The city of Lakefield has applied for assistance with the purchase of new turnout gear for their fire department. The Lakefield Fire Department serves the City of Lakefield, and several of the surrounding townships. The turnout gear purchase is estimated to cost around $100,000, and the city is requesting for approximately 35% of the project costs in assistance/funding from USDA’s Rural Development.

Staff Comments:
• Staff contacted the city of Lakefield. The current turnout gear is 15 years old, which is past the lifespan recommended by the National Fire Protection Association.
• This project will replace all the current turnout gear for 25 firefighters (23 active with 2 vacancies).
• The Lakefield Fire department serves approximately 150 sections in 7 townships, including Belmont, Heron Lake, Hunter, Minneota, Rost, Sioux Valley and West Heron Lake.

Project Review Time: 1 hour

Income to the SRDC as a result of this review: $0

Reviewer: Rosemary Bruce-White, Transportation/Land Use Planner
Southwest Regional Development Commission Project Review

Agenda Item: 7  
Meeting Date: January 9, 2020

Project Name: Tracy Ambulance Service-Replace Ambulance

Project Description:

Tracy Ambulance Service has applied to the USDA’s Rural Development for funding for replacement/refurbishing of one of their three ambulances. The plan is to have the Manufacture of the ambulance pull the box off and remount it on a new chassis with a new power train. The existing box will then be completely rehabbed and will result in an essentially new unit. Tracy Ambulance Service has requested $150,000 from USDA.

Staff Comments:

• Staff contacted Tracey Ambulance Service to learn more about the funding requested, the potential additional lifespan of this project and their contingency plan to facilitate this need in case it is not funded by USDA.

Project Review Time: 1 hour

Income to the SRDC as a result of this review: $0

Reviewer: Rosemary Bruce-White, Transportation/Land Use Planner
## SOUTHWEST REGIONAL DEVELOPMENT COMMISSION
### July 1, 2019 - June 30, 2020

<table>
<thead>
<tr>
<th>Revenues</th>
<th>FY2020 YTD NOV, 2019 accrual-41%</th>
<th>FY2020 BUDGET</th>
<th>FY2020 DRAFT BUDGET REVISION</th>
<th>BUDGET DIFFERENCE</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Levy</td>
<td>160000</td>
<td>384000</td>
<td>384000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Current Contracts</td>
<td>73589</td>
<td>145949</td>
<td>182105</td>
<td>36156</td>
<td>Based on expected earnings of contracts-See sheet</td>
</tr>
<tr>
<td>MN Department of Transportation</td>
<td>29762</td>
<td>75000</td>
<td>75000</td>
<td>0</td>
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</tr>
<tr>
<td>Economic Development Administration</td>
<td>43394</td>
<td>70000</td>
<td>70000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>CERTS Funds</td>
<td>22592</td>
<td>46500</td>
<td>39432</td>
<td>-7068</td>
<td>Utilizing McKnight funds more during transition</td>
</tr>
<tr>
<td>McKnight Funds</td>
<td>23110</td>
<td>60000</td>
<td>55545</td>
<td>5645</td>
<td>Increase in McKnight usage to balance out costs</td>
</tr>
<tr>
<td>PACE loan orig/int/misc</td>
<td>4093</td>
<td>22620</td>
<td>33467</td>
<td>10847</td>
<td>Per schedule-ARRA loan interest funds anticipated in fiscal year</td>
</tr>
<tr>
<td>Interest Earned &amp; Miscellaneous</td>
<td>5258</td>
<td>10685</td>
<td>12035</td>
<td>1350</td>
<td>Based on current interest and miscellaneous anticipated</td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>361795</strong></td>
<td><strong>804754</strong></td>
<td><strong>561884</strong></td>
<td><strong>46930</strong></td>
<td></td>
</tr>
</tbody>
</table>
# SOUTHWEST REGIONAL DEVELOPMENT COMMISSION

## CONTRACT FUNDS AVAILABLE FOR FISCAL YEAR 2020

**Date:** December 10, 2019

<table>
<thead>
<tr>
<th>Staff Member</th>
<th>Contract Type</th>
<th>Contract</th>
<th>FY20 Revised Budget</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay, Natty, Jason</td>
<td>PD</td>
<td>ENERGY BOARD - General</td>
<td>11160</td>
<td>$90/hr<em>110 hrs + $140/hr</em>4 hrs + $100 travel</td>
</tr>
<tr>
<td>Dianne, Rose</td>
<td>PD</td>
<td>ENERGY BOARD - Fiscal Host</td>
<td>1670</td>
<td>$70/hr<em>7 hrs + $80/hr</em>12 + $300 finance review</td>
</tr>
<tr>
<td>Robin, Jessica</td>
<td>CD</td>
<td>FALCON DEV,RLF - Loan/Servicing</td>
<td>2490</td>
<td>$90/hr<em>7 hrs + $100/14 + $60/hr</em>6 hrs + $100 travel</td>
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<tr>
<td>Dianne, Rose</td>
<td>CD</td>
<td>FALCON DEV,RLF - Fiscal Host</td>
<td>915</td>
<td>$70/hr<em>2.5 hrs + $60/hr</em>5.5 + $300 finance review</td>
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<tr>
<td>Jessica</td>
<td>PD</td>
<td>GMR-Parks &amp; Trails</td>
<td>3440</td>
<td>36 hrs*$90 + $200 travel</td>
</tr>
<tr>
<td>Jay, Kathy AA</td>
<td>PS/CD</td>
<td>HAZARD-6-County Finalization</td>
<td>2254</td>
<td>Balance of funds</td>
</tr>
<tr>
<td>Robin, Jessica</td>
<td>ED</td>
<td>HERON LAKE,RLF - Loan/Servicing</td>
<td>295</td>
<td>2*$100 + 1*$60 + $35 travel</td>
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<tr>
<td>Robin, Jessica</td>
<td>ED</td>
<td>JACKSON CO.,RLF - Loan/Servicing</td>
<td>795</td>
<td>6 hrs*$100 + 2*$60 + $75 travel</td>
</tr>
<tr>
<td>Jay, Rosemary</td>
<td>CD</td>
<td>LINCOLN CO. Ordinances</td>
<td>12080</td>
<td>128 hrs*$90 + $200 travel</td>
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<tr>
<td>Netty</td>
<td>CD</td>
<td>MURRAY CO. Ordinances</td>
<td>315</td>
<td>3.5 hrs * $90/hr</td>
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<tr>
<td>Jay, Natty, Jessica</td>
<td>TR</td>
<td>RTCC - Transit Coordinating Council</td>
<td>33767</td>
<td>Max $32,550 at individual rates + $1,217 travel</td>
</tr>
<tr>
<td>Jason</td>
<td>CD</td>
<td>SWHHS V &amp; VI Active Lvg TA</td>
<td>2700</td>
<td>30 hrs * $90/hr</td>
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<tr>
<td>Netty, Rosemary</td>
<td>PD</td>
<td>SW COMMISSION</td>
<td>2930</td>
<td>8*$90/hr</td>
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<tr>
<td>Robin</td>
<td>CD</td>
<td>WRED-C- Worthington EDC</td>
<td>800</td>
<td>8*$100/hr</td>
</tr>
</tbody>
</table>

**Subtotal:** 75621

*These are new amounts generated below.*

**REVOLVING LOAN FUND ADMIN.**

| | | | | |
| See | SR |
| Kathy, Doreen | columns |
| Rose, Dianne | on |
| DC, RO, KS, DV | Exh G |

**Possible Contracts/Other Revenue**

- Grantwriting & technical assistance (Facilitation)
- Regional Fire & Safety Coordination
- Community/County Planning/Ordinance updates - WRED-C Strategic Plan-$20,000, City of Pipestone-$10,000
- Marketing/Communication-other organizations-1 pending

Total Contracts 182105
<table>
<thead>
<tr>
<th>Expenditures</th>
<th>FY2020 YTD NOV, 2019 accrual-41%</th>
<th>FY2020 BUDGET</th>
<th>FY2020 DRAFT BUDGET REVISION</th>
<th>BUDGET DIFFERENCE</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee Expense</td>
<td>10767</td>
<td>29100</td>
<td>29100</td>
<td>0</td>
<td></td>
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<tr>
<td>Salaries &amp; Fringe</td>
<td>328001</td>
<td>841293</td>
<td>783040</td>
<td>-58053</td>
<td>Projected staffing level for remainder of year &amp; benefit adjustments</td>
</tr>
<tr>
<td>Staff Travel</td>
<td>28158</td>
<td>38739</td>
<td>48333</td>
<td>10194</td>
<td>Training-Staff development-Retreat higher than anticipated</td>
</tr>
<tr>
<td>Office Space</td>
<td>15097</td>
<td>35848</td>
<td>36503</td>
<td>655</td>
<td>Slight increase</td>
</tr>
<tr>
<td>Postage</td>
<td>1923</td>
<td>5166</td>
<td>5166</td>
<td>0</td>
<td>May decrease dependent on postage meter changes</td>
</tr>
<tr>
<td>Communications</td>
<td>2223</td>
<td>5847</td>
<td>5586</td>
<td>-291</td>
<td>Slight difference</td>
</tr>
<tr>
<td>Print/Publication</td>
<td>996</td>
<td>6912</td>
<td>6905</td>
<td>-1107</td>
<td>Annual report completed in-house &amp; fewer one-time costs</td>
</tr>
<tr>
<td>Insurance</td>
<td>1167</td>
<td>3415</td>
<td>3189</td>
<td>-226</td>
<td>Actual dividend included</td>
</tr>
<tr>
<td>Supplies-Mtg/Wkshp Expenses</td>
<td>1250</td>
<td>4210</td>
<td>4266</td>
<td>296</td>
<td>Slight difference</td>
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<tr>
<td>Computer</td>
<td>4857</td>
<td>18254</td>
<td>13457</td>
<td>-4797</td>
<td>Decrease due to 1 more year at reduced rate of financial software</td>
</tr>
<tr>
<td>Audits</td>
<td>3083</td>
<td>7950</td>
<td>7950</td>
<td>0</td>
<td>Third year of 3-year contract</td>
</tr>
<tr>
<td>Consultant/Contracted Services/Legal</td>
<td>150</td>
<td>1000</td>
<td>2808</td>
<td>1502</td>
<td>Possible increase needed</td>
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<tr>
<td>Other</td>
<td>2303</td>
<td>6320</td>
<td>5468</td>
<td>-852</td>
<td>Increase in dues offset by project specific cost for project not awarded</td>
</tr>
<tr>
<td>Seed grants/Energy audits</td>
<td>0</td>
<td>0</td>
<td>2500</td>
<td>2500</td>
<td>One seed grant estimated completed by June 30th</td>
</tr>
<tr>
<td>Equipment/Building updates</td>
<td>10331</td>
<td>15000</td>
<td>10351</td>
<td>-666</td>
<td>Cooler underbudget</td>
</tr>
<tr>
<td>PACE loan interest</td>
<td>0</td>
<td>570</td>
<td>533</td>
<td>-47</td>
<td>REED payoff slightly restructured after county paydown</td>
</tr>
<tr>
<td>Debt Service-Principal &amp; Interest</td>
<td>4855</td>
<td>11652</td>
<td>11692</td>
<td>0</td>
<td>Per schedule</td>
</tr>
<tr>
<td>Building Lease Principal Payment</td>
<td>7210</td>
<td>17586</td>
<td>17586</td>
<td>0</td>
<td>Per schedule</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td>420452</td>
<td>1048222</td>
<td>943358</td>
<td>-104927</td>
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<tr>
<td><strong>Overall Balance</strong></td>
<td>-58657</td>
<td>-243508</td>
<td>-91851</td>
<td>151857</td>
<td></td>
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<tr>
<td><strong>Anticipated Reserve Changes by Category</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incr/(Decr) in Equipment Reserve</td>
<td>-8653</td>
<td>-10462</td>
<td>-3542</td>
<td>3720</td>
<td>Purchase of copier at less cost - using reserves</td>
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<tr>
<td>Incr/(Decr) in Building Reserve</td>
<td>6688</td>
<td>13824</td>
<td>13824</td>
<td>0</td>
<td>No planned use of reserves</td>
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<tr>
<td>Incr/(Decr) in Employee Transition Reserve</td>
<td>0</td>
<td>-10312</td>
<td>-1400</td>
<td>8912</td>
<td>Transition cost estimate decreased-utilized McKnight Succession project</td>
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<tr>
<td>Incr/(Decr) in Human Service Dedicated Funds</td>
<td>0</td>
<td>-2500</td>
<td>-2000</td>
<td>500</td>
<td>Small change for closeout of projects</td>
</tr>
<tr>
<td>Incr/(Decr) in PACE Adm for Interest</td>
<td>-7304</td>
<td>9660</td>
<td>12766</td>
<td>7108</td>
<td>PACE as part of audit, using PACE interest &amp; fees to support administration</td>
</tr>
<tr>
<td>Incr/(Decr) in Unrestricted Reserve</td>
<td>-43167</td>
<td>-239718</td>
<td>-241800</td>
<td>131619</td>
<td></td>
</tr>
<tr>
<td>Estimated Inkind Match for Budgeted Programs</td>
<td>0</td>
<td>0</td>
<td>500</td>
<td>500</td>
<td>500 Hazard project finalization-small amount of inkind match</td>
</tr>
</tbody>
</table>

Loan Budget-EDA RLF

| Loan Budget-EDA RLF                  | 179000                           | 200000        | 300000                        | 100000            | Program Revenues (not adm)-Loan Interest-0, Loan Repayments-250,000 |
|                                     | 0                                | 60000         | 150000                        | 90000             | Program Revenues-ARRA (not adm)- Loan Repayments-40,155         |
DEVELOPMENT REPORT
January 2020

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 last CEDS can be viewed at http://www.swrdc.org/wp-content/uploads/2014/07/CEDS-16-FINAL.pdf. If you see something that should be modified, added to, or deleted, please let staff know. Every 5 years a new CEDS is required.

B. ECONOMIC DEVELOPMENT
EDA 2018 Disaster NOFO—This NOFO has recently been released and the Chicago Region was allocated $50,000,000.00 for projects in the next 24 months. Consider this information a call for projects. For more information on project types and grant rates, visit the NOFO at https://www.grants.gov/web/grants/view-opportunity.html?oppId=319126. All 9 counties in our service area are eligible under this NOFO. FEMA declared disasters and maps can be found at: https://www.fema.gov/disasters?field_dv2_state_territory_tribal_value_selective=MN&field_dv2_incident_type_tid=All&field_dv2_declaration_type_value=All&field_dv2_incident_begin_value%5Bmonth%5D=&field_dv2_incident_begin_value%5Byear%5D=&field_dv2_incident_end_value%5Bmonth%5D=&field_dv2_incident_end_value%5Byear%5D=

EDA staff was in the region on Friday, December 13. EDA staff heard from 4 projects. EDA staff is coming back the end of February for further discussions and to talk with additional project partners, etc. If you have a project that you’d like discussed with EDA staff, please contact Robin.


Local Economic Development—Staff is available to assist with local job fairs, technical assistance, data research, etc. The 2020 Career Fair for 10th and/or 11th grade students is September 29 at MinnesotaWest and September 30 at SMSU.

Southwest Business Development Network—The network met on December 20. This group has been good for staff to hear about regional projects and their progress.

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. Information on the Falcon Development Corporation can be found online at http://www.swrdc.org/economic-development/falcon-development-corporation/. FDC last met on November 26. They have planned their next outreach campaigns. They intend to partner with a local foundation event in March 2020, followed by their own open house in May. FDC is another option to gap lending. FDC is de-federalized as it is a Local Development Organization (LDO). FDC can be involved in housing project, either rehab or new construction.
Agritourism— Preliminary discussions have started regarding a possible agritourism event in this region to include local foods and artists. A conversation with the Southern Minnesota Arts Council offered staff ideas of funding available for planning and implementation. If you are interested in being a part of planning, or have suggestions, please contact Communications Specialist Jessica Welu.

Diversity, Equity and Inclusion (DEI)— SRDC staff met with SWIF, Upper MN Valley RDC and Mid-MN Development Commission regarding DEI. It is possible that a MADO training may occur this Spring, followed by an implementation meeting in April or May with this SW MN group.

C. COMMUNITY AND PHYSICAL DEVELOPMENT

Local Assistance / Land Use, Planning and Zoning

All-Hazard Mitigation Plans
- SRDC staff has made the FEMA requested changes that we were able to for Cottonwood, Lincoln, Redwood and Pipestone counties. Staff then forwarded the review and requests for information to the County Emergency Managers. Cottonwood County has responded well, but staff hasn't heard back from anyone else.

Planning and Zoning:
- Lincoln County Zoning— The Land Use code update work has begun as of February 2019. Lincoln County is still reviewing the latest updates.
- Murray County Ordinance update—Staff completed work with the Murray County Ordinances.

Waste Management / Energy / Natural Resources

Waste Management
- The Solid Waste commission is scheduled to meet on January 27th.

Energy

RMEB—Next meeting will be January 27th, 2020. The PACE committee will meet prior to RMEB at noon.

CERT Staff meeting—CERT staff met again via Zoom on December 20th. Conversations centered around work plans for 2020. Melissa and Alexis shared about their Mille Lacs county-wide PACE push. CERTs recently received additional McKnight money to work on Solar Schools, utility partnerships around electric vehicles (EVs) and air-source heat pumps (ASHPs), and multi-media storytelling about state projects. Also, the meeting discussed the need to continue to reach out to greater MN farmers and small businesses around the Rural Energy for America Program (REAP), Rural Energy Development Assistance (REDA) and Property Assessed Clean Energy (PACE) opportunities for energy efficiency, solar and/or biomass.

Regional Sustainable Development Partnerships— Staff attended a CERT webinar on December 19 where speakers from the Regional Sustainable Development Partnerships requested our assistance with getting people from our region to submit their ideas for projects related to natural resources, clean energy, ag & food systems, and/or resilient communities at https://extension.umn.edu/regional-partnerships/submit-idea-rsdp. Ideas are being accepted from Jan 1, 2020 until Feb 14, 2020.

GreenStep Cities
- There was a 10-year anniversary celebration of the GreenStep program on January 8th from 9am -11:30am in Marshall at the MPCA office. They connected each regional office via video streaming to celebrate together across the state.
A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of $215,000 (includes a $30,000 Nobles County loan closed on 12/31, no January ACH included). The RLF loan committee has approved another $25,000 loan to a Nobles County business.

B. RECENT ACTIVITY

RLF Committee—The committee meets as needed. The committee last met on 11/6. The committee will review a Lyon County loan application in early 2020.

Servicing Issues—On-going loan servicing issues continue to be addressed. There has been a lot of action recently including a delinquent loan in Redwood County.

New Applicants—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.swrdrd.org/economic-development/revolving-loan-funds/.

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@swrdrd.org.
A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of $119,300 (PACE ARRA Funds) and $326,000 (PACE SEP Funds). SRDC Communications Specialist is assisting with outreach materials and promotion. Each of the 18 county RMEB JPB members have 10 flyers to distribute to potentially interested businesses or agribusinesses. Packets also went out to county coordinators and auditors per a request made at the MADO booth at the AMC conference in early December.

26 loans have been approved thus far totaling $957,212.06. Staff is awaiting the completion of 4 energy assessments (3 in Cottonwood County and 1 in Nobles County).

B. PACE COMMITTEE

The committee meets as needed or in conjunction with the RMEB. The committee last met November 25. Committee members are Metz, Wildermuth, Wachal, VanDeVere and Purvis. The next PACE committee will meet January 27 at Pizza Ranch in Slayton.

C. GENERAL INFORMATION

PACE is available to small businesses, including agri-businesses. We’ve now heard from the MN Department of Commerce that non-profits who own property may be eligible for PACE if they primarily lease space to businesses. Non-profits who own housing units may or may not be eligible for PACE as DOC would need to do further research if an application was received.

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.

Weis met with ReTAP regarding a new template they’re considering for housing units. ReTAP is a free energy assessment. ReTap energy assessments qualify as a qualified energy audit for PACE financing purposes. A connection has been made to the SMSU Marketing department. It’s possible they may be able to utilize students for a school project to assist with PACE outreach. They’ve provided us a proposal to consider.

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—January 2020

**SRDC Transportation Committee:** Nothing scheduled at this time.

**Area Transportation Partnerships:**

**ATP 7** — Met on December 13th in Mankato. Topics covered were STIP amendments, FY 2012-2014 funding guidance, and transit provider updates.

Staff is scheduled to meet with MnDOT District 7 staff on January 14th in Mankato to discuss TAC duties and the upcoming TA project scoring.

**ATP 8** — Met on December 13th in Winsted. SRDC staff voted in favor of the STIP amendment to the US 75 project to now include paving the shoulders and extending the southern limits from TWP To US 212. Other topics that were covered included a 2019 Construction season update, ATP Guidance Manual Updates, FY 2021-2024 funding guidance, and statewide transit.

District 8 MnDOT Staff has initiated a meeting between RDC and MnDOT planner staff within District 8 on January 10th in Granite Falls. Topics that will be discussed are TAC meetings (and their purpose, content, membership), TA applications, Bike Plan implementation, and the potential purchase of ped/bike counters.

Applications for Transportation Alternative funding were due January 3rd and project scoring for District 8 is slated to take place on February 21st.

**STIP Amendment Vote:** There was a formal STIP amendment vote amongst ATP8 voting members. The amendment combined two Murray County overlay and aggregate shoulders projects (CSAH’s 2, 3, 6, 10 and 40). Also, estimated cost had increased from $1,800,000 to $3,412,285 due to a better cost analysis and a design change with wider roads. Federal funding remained capped at $1,440,000 meaning the increase will be covered by Murray County. Staff contacted the county engineer for Murray County, and they were in support of this amendment.

The next Quarterly Transportation Planners meeting is scheduled for February 11th through the 12th in Shoreview.

**Regional Transportation Coordination Council (RTCC):** Met on January 8th at 10:00 am and the next meeting is scheduled for February 5th at 10:00 am.

Staff also provided technical assistance on submitting concerns to MnDOT regarding flooding issues on an intersection in Balaton and a follow-on traffic concerns on an intersection south of Storden.

Staff was contacted by NADO to solicit public input to inform the development and implementation of the ROUTES (Rural Opportunities to Use Transportation for Economic Success) initiative during the comment period between November 27th and December 27th. The initiative is an effort to assist the DOT in addressing disparities in rural transportation infrastructure. The initiative is a federal program that is coordinated between the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Federal Rail Administration (FRA) and the Federal Aviation Administration (FAA). More information regarding the ROUTES initiative can be found at [https://www.transportation.gov/rural](https://www.transportation.gov/rural).

**Languages & Interpreter services in Southwestern Minnesota:** The update is complete and has been submitted to the executive director for review.

**Active Living:** Statewide Health Improvement Partnership (SHIP) Community Leadership Teams (CLT)

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

- Worthington Active Living Committee met on November 21st. They discussed getting corrections made
to their bicycle map. They plan to submit a Bike Friendly Community application in 2020. They also
looked at the Community Amenities and Improvement projects between 2017 and 2021 in order to
make plans for the future.

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

- Staff continues to participate in the two CLTs in both Marshall and Luverne.
- Staff attended a webinar on December 4th from Eric Weiss, former Long-Range Senior Planner in
  Shakopee, now Community Planning Manager at WSB. He talked about how Shakopee completely
  revamped their comprehensive plan with a focus on health. Weiss discussed how the city completely
  revamped their city’s plan to include health and active living amenities, while navigating challenging
  political realities.

Safe Routes to School:

- SRTS Planning Grants, Boost Grants (both due Jan. 10)—for non-infrastructure projects and Engineering
  Study Grants (due Jan. 17) are all live. Staff have targeted outreach to school districts and communities
  that do not currently have a SRTS plan or Active Living Plan.
- Wabasso, Adrian and Tyler have worked on planning grant submissions. Tyler and Ivanhoe are also
  working on a Boost Grant application.
Annual Training Conference  
October 19 - 22, 2019  
Peppermill Resort Hotel  
Reno, Nevada 

Executive Director’s Report  
November 8, 2018 

Saturday, October 19th Highlights  

Concurrent Learning Lab: Filling Empty Buildings  

This session was presented by Deb Brown, from SaveYour.Town in Webster City, Iowa. Deb is the former Chamber Director in Webster City and has had a long career in economic development. The first thing we went over were the barriers that sometimes face small towns, such as clouded titles, heirs’ property that no longer has a local connection and owners who don’t want to see change to their small town. Her solution is to fill all of the empty spaces with pop-ups, shared spaces and other minimal investment solutions. I’m not sure that I quite agree with the model of filling all the empty spaces with used stuff, but there does seem to be an unending market for it. 

Sunday, October 21st Highlights  

Concurrent Learning Lab: What Business Leaders Get Wrong About their HR Practices: 10 Steps to Creating a Better Business  

Karen Jensen from HRC, Ltd. gave the attendees 10 things we should be doing in our HR practices. 

1. Establish a solid selection process.  
2. Provide leadership training to your management team.  
3. Adhere to immigration regulations.  
5. Create (or) update all job descriptions.  
7. Maintain proper HR files and records.  
9. Ensure correct classification with regards to FLSA.
10. Stay current on laws that apply to your size organization.

Concurrent Learning Lab: Rural Jobs Creations Strategies and Innovative Rural Business Models

This session was the second half of the presentation by the folks from SaveYour.Town. In my notes I wrote, “I see what it does, but I’m not sure what it accomplishes.” For example, she showed a slide with the picture of a new used bookstore and said, “see, you can have a bookstore in your small town”, but then showed the same space six months later and the bookstore was gone, because, of course it was. Any yutz can start a used bookstore, but they don’t cash flow, so no, you can’t have a bookstore. The model seemed to represent an awful lot of effort going into things that were never going to stay open and redefining that as success. I don’t think I buy it.

Midwest Regional Caucus Meeting

The Midwest Caucus met on Sunday afternoon at 3:45. NADO Treasurer Misty Crosby from Ohio chaired the meeting. In attendance were representatives from Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin. Much of the discussion at the caucus revolved around the strategic planning process that NADO is adopting. As part of the strategic plan process, it was determined by the Board of NADO that the dues would need to be increased to continue to pay for legislative advocacy especially. As a regular member, our dues would go up to $3,000. There hasn’t been a dues increase in 18 years, so maybe it should be looked at a little more often. Each state then gave a brief description of what was going on in their state. Indiana will need to select a new member to represent the Midwest on the NADO Board as long time Executive Director Jill Saegesser moved over to a job in the private sector.

Monday, October 22nd Highlights

Opening Plenary – Becoming an Idea Friendly Community

NADO President Scott Koons (Executive Director of the North Central Florida Regional Planning Council in Gainesville), welcomed everyone to the conference. This was the 52nd Annual Training Conference and the conference was well attended.

The Opening Plenary Session was more of the same from the SaveYour.Town folks. Today’s take on things was that we tend to misjudge risk:

- We over-estimate risk
- We exaggerate consequences
- We underestimate our ability to get over it
- We underestimate the effect of staying with the status quo
Concurrent Session: Building Regional Climate Resilience

The presenter was Tonya Graham from the Geos Institute in Oregon. Mostly the discussion was around how the Department of Homeland Security at the federal level could actually help in resiliency planning for local and regional efforts without making things so overly cumbersome as to not be useful. Definite feeling in the room was that we didn’t need more paperwork on top of the already basically useless Hazard Mitigation Plans. There was much discussion about long term resilience strategies, and how do we get people to talk about prioritizing investments in mitigation.

Plenary Luncheon

A. Leonard Smith, Regional Director, Seattle Regional Office, U.S. EDA, welcomed everyone to Nevada. He then introduced the Honorable John Fleming, MD, Assistant Secretary of Commerce for Economic Development, US Department of Commerce, Washington, DC. Dr. Fleming is the new head of EDA and had spent most of his career in medicine before starting his own business and representing Louisiana in the House of Representatives. Dr. Fleming didn’t really seem to know much about the regional offices or how EDA works quite yet, but introduced himself and gave a brief synopsis of the administration’s economic development goals.

Concurrent Session: Broadband: Connecting Communities

Arthur Scott, the Associate Legislative Director for the National Association of Counties discussed what is going on at the federal level in terms of deploying broadband. There is a bipartisan bill going forward, the main purpose of which is to better define coverage, specifically how the data on coverage is obtained. In many cases the data is provided by providers who want to showcase how much they cover, while in actuality much of what they say is covered does not have broadband service available. NACO, NADO, LISC and others have partnered on an app called “TestIT” that you can download and run to check on your internet speed.

Tuesday, October 22nd Highlights

Plenary Session: 13 Ways to Kill Your Community

Doug Griffiths, president and CEO of 13 Ways, Inc. in Alberta, Canada, gave a presentation on the 13 ways to kill your community. He was a lively and entertaining presenter and really stressed the things that kill communities. The 13 things are listed below and I have attached a brief description of each.

1. Don’t have Quality Water
2. Don’t Attract Business
3. Ignore Youth
4. Don’t Assess Your Community’s Needs or Values
5. Shop Elsewhere
6. Don’t Paint
7. Don’t Cooperate
8. Live in the Past
9. Ignore Your Seniors
10. Be Short Sighted
11. Ignore Immigrants and Newcomers
12. Become Complacent
13. Don’t Take Responsibility

Concurrent Session: Everything is About to Change

This was a companion session to the Plenary Session, also given by Mr. Griffiths, in which he looked at current trends and analyzed what is going to change and how fast. The answer is pretty much everything and faster than you can imagine. One of the things that stuck in my mind was transportation, which he spent a lot of time talking about. He showed a slide with a horse and buggy, an internal combustion automobile and a Tesla, and stated that the internal combustion automobile is closer in technology to the horse and buggy than the Tesla is to an internal combustion automobile, and that basically the Tesla isn’t a vehicle, but a mobile operating system. It was by far the most interesting presentation of seen at one of these in a long time.
13 Ways to Kill a Community

The following is a summarized version of Doug Griffiths’ speech in which he uses some ‘reverse psychology’ to make his point and get the audience’s attention. Doug is a former school teacher living in Wainwright, Alberta; he is an MLA and captivating speaker with a penchant for rural communities that zealously pursue success. Check out Mr. Griffiths’ new book – It is sure to be an interesting and informative read.

13 Ways to Kill Your Community 2nd Edition

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Note: YouTube video of his presentation is available

13 Ways to Kill Your Community - Synopsis

We all do things that undermine our opportunity for success, whether we are consciously aware of it or not. When Doug spoke to high school students he realized they had all been told time and again how to be successful. The challenge for them, like so many of us, is to realize the consequences of some of our choices, and how they undermine our success. Communities are no different. Many want success, make plans for it, and work hard to be successful, but daily they make decisions or display attitudes that work counter to their long range goals. If we simply stop doing what encourages failure, and ensure our attitude is aligned with our goals, our communities can and will prosper well into the next generation. The first step in producing a healthy community comes in the realization that a community’s success or failure depends on the members of that community possessing a deep and real willingness to change, and a desire to fight for success. If a community doesn’t truly desire it, nothing will change. Below are summaries of each chapter outlining the attitudes that are causing our communities to wither and die.

1. Don’t have Quality Water The first of 13 Ways that you can do to ensure the failure of your community is to have poor quality and quantity of water. A sensory analysis of a glass of tap water is an accurate reflection of the state of affairs in a community. If the quality of water is good, you will most often see new subdivisions, new businesses, and a clean shopping district. If the water quality is poor you will most often see businesses are closing, the shopping core looks decrepit, and there are many old houses for sale. Likewise, the quantity of water available determines if we can grow our town, our businesses, and our industries. Failure comes in ensuring you don’t have good quality or quantities of water.

2. Don’t Attract Business To kill your community, do not entice new businesses especially if they may be competing with existing businesses. Analysis demonstrates that in a community where there is only one grocery store, that grocery store owner is usually barely making a living. If there are two grocery stores in a similar sized community, however, both store owners do quite well. With three the potential and realized success of the owners was even larger. The reason is that people like choice, variety, and quality, and they like to feel they are purchasing in a competitive environment that assures the best price. In communities where competition is limited, people choose to drive where there is more choice,
more variety and better prices due to competition. When they do that money leaves your community forever, businesses and the local economy wanes, and death is inevitable.

3. Ignore Youth It’s very important to push youth away, and I don’t just mean kids, I mean young families, young couples and single folks under 40. Youth have energy and ideas, are great volunteers, and are the future of your community. They chose to live there for a reason and want to see it grow, and want to help it be prosperous. So if failure is what you seek, it is important to chase them away and then wonder why they are gone. Better yet, you could try to keep them from ever leaving to get an education or new experiences they can bring back to your community, and they can become non-contributing members of your community who don’t know anything but what has always been done. There are many exceptional ways to ensure your youth leave or don’t care, but the critical thing is to stay focused on sucking the energy and life out of them so the future of your community can vanish as fast as its youth does.

4. Don’t Assess Your Community’s Need or Values Every community lacks something. Whether it is a small town that lacks daycare services or a hardware store, or it is a large city that lacks community spirit or has traffic issues, every community has needs. Every community has values too, that are core to what its future is going to be about. Assessing needs and values gives you the foundation on how to improve your community and ensure its success. So, don’t do that. Every community has competitive advantages over other communities that would make people want to move to or live there. Every other community has disadvantages that deter people from locating there, as well. Accomplishing failure means you need to focus on keeping the disadvantages while ignoring the competitive advantages.

5. Shop Elsewhere Shopping locally will keep dollars in your community, and every dollar spent within a community reaches seven other hands before it leaves the community, which keeps the local economy advancing. Each dollar spent outside the community is gone forever. It isn’t just about the public needing to support business, however. Businesses have grown to expect people to shop locally and don’t always provide the price, quality, selection, or service that folks demand. Drive your community’s economy into the ground by ensuring that businesses and consumers demand from each other, instead of supporting each other, and your future will leave town as fast as the dollars.

6. Don’t Paint Slow and painful destruction can be summed up in two words: “don’t paint.” It also includes not sweeping, dusting, planting flowers, or anything that makes a community attractive. A community’s appearance is the most telling sign of its own pride, it’s the clearest indication of faith in itself and it is the clearest outward sign of its future. I know that saying a community’s appearance is critical to its success is like saying we should judge a book by its cover, but in reality, we do exactly that. Failure may take a concerted effort to turn your town ugly, and of course that will only create the façade of failure, it will only create the illusion that your town is dying, and in essence it will only put an ugly cover on your book. With patience, however, no one will pick up that book to read, no one will be attracted to your community, and eventually that illusion of failure will become a reality.

7. Don’t Cooperate One of the essential requirements for success, in anything, is cooperation. What you can do right now is to refuse to meaningfully cooperate with other organizations, businesses, agencies, boards or other communities. That is a purely passive way to try to kill your community. If you want to be more proactive your group should actively fight others. Compete with them on similar projects, fight for the same grants, the same volunteers and the same fundraising dollars, until energy is depleted and nothing has been accomplished. However, others may catch on and avoid you like the plague, so there are even more devious methods to consider. The most effective way is not to avoid partnerships, but to
enter into them and destroy them from the inside. Join forces under the guise of cooperation and then undermine all work that goes on. You can be assured of leading your community to failure if you are cunning enough.

8. Live in the Past To destroy a community takes the right attitude. Living in the past is absolutely an essential attitude to kill your community. You could be a happy person that just thinks the future is fraught with peril and we should never move forward, but return to the glory days of old, or you could be one of those that dwell on past problems, mistakes, and failures. They either long for the glory days of old, or they dwell on the things that went wrong yesterday. They want everything to return yesterday or complain about past injustices that can never be fixed. In every community, there are plenty with this attitude. They speak first and are the angriest, or they are kind and soft spoken. Either way, at all costs, they never let the conversation turn to the future, and without a future, your community has only a past.

9. Ignore Your Seniors One group you must relegate to the back-rooms and side streets because they are a dangerous group that could cause a riot of success is seniors. They are often viewed as uninterested, but don’t be fooled. Seniors typically have more time and money than people still raising a family or working full-time jobs. They have worked for, and are about to invest in, having a quality of life, but if you don’t give it to them, they can move away and take their time and money with them. Some communities think it is best to warehouse them in ‘old folks’ homes, assuming they will play shuffleboard and crib harmlessly until they die. They are wrong. They will get out and do things like volunteer and spend money. As long as they are in the community they call home they are dangerous. You are best to give them nothing of what they want and need so they must leave and then, and only then, can your community enjoy its slow and inevitable death.

10. Be Short Sighted Confine your thoughts to only local issues and local problems, or be short sighted. You need to stay in sight of the water tower both figuratively and literally in the way you think. Don’t look outside your community for new ideas or emerging trends. Few communities actually succeed with their own creative, unique ideas because there are so few original ideas, and the mistakes that accompany them are costly. Most borrow ideas from other successful groups that will most often happily share what worked for them. Ensuring failure, however, requires trying the same thing you have always done, those things that have never worked, again and again and again. Communities that seek out ideas and find partners that extend beyond the sight of the water tower, find an entire new world of opportunities. They find the future. They succeed. Keep your ideas within reach of the water tower and you can ensure you can fail without ever having to fret over the world of opportunities available just out of sight.

11. Ignore Immigrants and Newcomers Newcomers and immigrants bring an entrepreneurial attitude and community spirit that make them a threat to the failure of your community. They come from places where they never had what we have, and so they see our communities as a world of open possibilities and a fantastic life, with just a little work. Immigrants have the same attitude and drive that our forefathers had. We don’t have it anymore and it is frightening and intimidating to us now. To ensure failure you need to shut those people out of all community and economic development organizations, leadership opportunities, and business ventures. They will only cause trouble and be infectious at building success. Consider spending time in the local coffee shop talking about them and their strange ways. Make them feel excluded and different. If you are lucky they will not only feel excluded but may in
fact change their mind about your community and decide to leave, then, finally, your community can fail in peace.

12. Become Complacent Success can happen to anybody. Once you have some success, the best way to ensure it goes away is to assume it will always come to you and will require no effort on your part. Assuming you are miles ahead, and always will be, is the fastest way to ensure everyone else passes right by you. In reality everything is either healthy or dying. Many people say they want to have a ‘sustainable’ community, but what they really mean is that they want the ‘status quo.’ In this world there is no such thing. Everything changes and it takes a lot of work to just hold your ground. In the words of Wayne Gretzky, “it takes a lot to get to the top, it takes even more to stay on top.” Seeking to be vibrant, dynamic, responsive, adaptive, and enterprising can give you what your community needs to keep from dying, but seeking the status quo immediately becomes complacency, and complacency is the perfect way to ensure that your community will end in good time.

13. Don’t take Responsibility Ensuring failure is easy if you can recruit the type of people that blame everything, every wrong and every challenge, on someone else. Positive thinking, enterprising, and entrepreneurial people recognize a void as an opportunity to make money, to develop new skills, or experience a new challenge. Negative people see challenges as impossible obstacles to overcome, and will always pass on the responsibility and the challenge to someone else. To kill a community, you and everyone you know must not take responsibility for anything that is wrong. Convince others that everything wrong is someone else’s fault and someone else’s responsibility, that way, you will not feel compelled to fix the problems, and your community can perish with pride, and guilt free.

In the non-fiction book, 13 Ways to Kill Your Community, we outline 13 ways that communities sabotage themselves, often without knowing it. Now that you’ve learned the 13 Ways, as a community, as an individual, you have the ability to change yourself and the future of your community. Go out and fight the attitudes that sabotage success. Our communities are worth fighting for, if anything ever was worth a fight . . . and remember that you are not alone. You will face criticism and negativity, but our advice is to simply smile and remind the critics that, “those who say it cannot be done, should not interrupt those who are doing it.” And if all else fails . . . give us a call.

DOUG GRIFFITHS PRINCIPAL – 13 Ways, Inc.