



# BOARD OF DIRECTORS MEETING

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Thursday, April 8, 2021  
3:30 p.m.



**Zoom Meeting:** <https://us02web.zoom.us/j/85754384235>  
**Call In:** 1-312-626-6799 | **Meeting ID:** 857 5438 4235



## Southwest Regional Development Commission

### Commissioner

Rick Anderson  
Bob Byrnes  
Miron Carney  
Keith Elbers  
Donna Gravley  
Eric Hartman  
Dennis Klingbale  
Myron Koets  
Mike Kuhle  
Paul Langseth  
Richard Peterson  
Bob Van Hee  
Dennis Welgraven

### Representing

Lyon County  
City of Marshall  
Murray County  
Rock County  
Cottonwood County  
Region 8 School Boards  
Lincoln County  
Pipestone County, SRDC Vice Chair  
City of Worthington, SRDC Chairman  
Nobles County  
Jackson County, SRDC Secretary  
Redwood County  
Murray County, SRDC Treasurer

#### **SRDC Full Commission Membership**

One (1) County member from each of the nine counties.  
One (1) Township member from each of the nine counties.  
One (1) Mayor/Council member from each municipality over 10,000 in population.  
One (1) Mayor/council member for each of the nine counties representing cities under 10,000.  
Two (2) School Board members.  
One (1) Lower Sioux Indian Community member.  
Five (5) Public Interest Groups

#### **SRDC Board of Director Membership**

SRDC Chairman & a regional commissioner from each county elected by the regional commissioners from each county and:

One (1) Elected commissioner from each city over 10,000 in population.

One (1) Elected commissioner from any county with a population of more than 20,000 but without a city over 10,000 in population nominated by the regional commissioners of that county.

One (1) School board member selected by the Commission as a whole.



# SRDC

## BOARD OF DIRECTORS MEETING

Thursday, April 8, 2021  
3:30 p.m.

Zoom Meeting: <https://us02web.zoom.us/j/85754384235>  
Call In: 1-312-626-6799 | Meeting ID: 857 5438 4235

### AGENDA

#	<u>Time</u>		<u>Page</u>
1	3:30pm	<b>Call to Order &amp; Pledge of Allegiance</b>	
2	3:32pm	<b>Introductions</b>	
3	3:35pm	<b>Additions to and Approval of Agenda</b> <b>Action Needed: Approve Agenda</b>	
4	3:37pm	<b>Consent Agenda Items</b> <ul style="list-style-type: none"> <li>February Receipts &amp; Expenditures Report</li> </ul> <b>Action Needed: Approval of Consent Agenda Items</b>	5-9
5	3:40pm	<b>Finance Reports</b> — <i>Treasurer Welgraven &amp; Finance Director Swart</i> <ul style="list-style-type: none"> <li>Treasurer's Report, including bank accounts &amp; investments</li> </ul> <b>Action Needed: Approve Treasurer's Report</b>	E 10
		<ul style="list-style-type: none"> <li>Administrative Report through February 2021</li> </ul> <b>Action Needed: Approve Administrative Report</b>	E 11
6	3:45pm	<b>Project Reviews</b> — <i>Development Planner Bruce-White</i> As of the mailing there are two Project Reviews for consideration. <b>Action Needed: Accept Project Reviews</b>	E 12-14
7		<b><u>Committee &amp; Staff Reports</u></b>	
7a	3:50pm	<b>Budget &amp; Personnel Committee Report</b> — <i>Committee Chair Welgraven &amp; staff</i> <ul style="list-style-type: none"> <li>Draft FY 2022 Budget</li> <li>Draft FY 2022 Work Program</li> </ul> <b>Action Needed: Accept Committee Recommendations</b>	E 15-16
7b	4:00pm	<b>Legislative Committee Report</b> — <i>Committee Chair Carney</i>	
7c	4:10pm	<b>Economic Development Report</b> — <i>Deputy Director Weis &amp; Development Planner Bruce-White</i>	17-20
7d	4:20pm	<b>Revolving Loan Funds Report</b> — <i>RLF Committee Chair Byrnes &amp; Deputy Director Weis</i> <b>Action Needed: Approve Resolution</b>	21-22
7e	4:30pm	<b>Physical Development Report</b> — <i>Development Planners Bruce-White &amp; Walker</i>	23
7f	4:35pm	<b>Community Development Report</b> — <i>Communications Specialist Welu</i>	24
7g	4:45pm	<b>Transportation Report</b> — <i>Development Planners Bruce-White &amp; Walker</i>	25-27

7h 4:50pm **Executive Director's Report**—*Executive Director Trusty*

7i 5:00pm **Chairman's Report**—*Chairman Kuhle*

8 5:10pm **Unfinished Business**

9 5:10pm **New Business**

**SRDC Annual Meeting**

- The SRDC Annual Meeting is scheduled to be held on Thursday, July 8<sup>th</sup> *tentatively* at Take 16 Brewing, Luverne.
- The SRDC Awards Committee will need to be appointed by Chairman Kuhle for the SRDC Regional Project/Program of the Year.
- The Nominating Committee for Election of Officers will need to be appointed.

10 **Other Issues**

11 **Announcements**

SRDC Commissioner vacancies exist from the following representation: Nobles County Municipalities, Pipestone County Townships, Redwood County Municipalities, Region 8 School Boards, Region 8 Cultural Diversity, and Health & Human Services.

- SRDC Public Hearing on FY 2022 Budget & Work Program will be held on Thursday, May 13<sup>th</sup> at 3:30pm via Zoom.
- SRDC Full Commission Meeting: Thursday, May 13<sup>th</sup> via Zoom directly following the 3:30pm Public Hearing.
- SRDC Office closed Monday, May 31<sup>st</sup> for the Memorial Day Holiday.

12 5:15pm **Adjournment**

**\*E:** Item will be available in the electronic meeting packet. Electronic packets will be emailed to Commissioners prior to the Commission Meeting, will be posted on the SRDC website, and will be available on screen during the Commission Meeting.

# Southwest Regional Development Commission

Unposted General Ledger Transactions - Cash Receipts Report - Monthly Totals

Document...	Transaction Description	Debit	Credit
2/1/2021	RMEB Dues - Renville County		2,500.00
2/1/2021	RLF Loan Borrowers (ACH) - Feb 2021		15,433.51
2/1/2021	C-RLF Loan Borrowers - Feb 2021		4,814.45
2/1/2021	Nobles County: Taxes		1,110.21
2/1/2021	Nobles County: Taxes		7.77
2/1/2021	Nobles County: PACE Loan Principal Only		1,047.20
2/1/2021	Nobles County: PACE Loan Interest		431.28
2/1/2021	Nobles County: PACE Loan Interest		124.78
2/1/2021	Casey Jones: (Dec 2020)		900.00
2/1/2021	Casey Jones: (Nov 2020)		90.00
2/4/2021	U.S. Treasury: C-RLF Funds	107,396.31	
2/4/2021	A.C.E. of SW MN: Dec 2020 Contract		3,945.46
2/4/2021	City of Pipestone: Comp Plan (Dec 2020)		270.00
2/4/2021	Jackson County: RLF Contract (Nov/Dec 2020)		182.50
2/4/2021	Jeffrey Manthei: RLF Legal/Origination Fees		600.00
2/4/2021	Jeffrey Manthei: RLF Legal/Origination Fees		1,396.13
2/4/2021	RMEB Dues - Blue Earth County		2,500.00
2/4/2021	Lincoln County: Taxes		812.94
2/4/2021	Lincoln County: PACE Loan Principal Payments		336.95
2/4/2021	Lincoln County: Taxes/PACE Loan		124.18
2/4/2021	Lincoln County: Taxes/PACE Loan		36.89
2/5/2021	SWMHP: Jan 2021 Monthly Costs		2,483.87
2/5/2021	SWMHP: Lease Payment - Feb 2021		489.47
2/5/2021	SWMHP: Lease Payment - Feb 2021 (Addition)		1,556.51
2/5/2021	SWMHP: Lease Payment - Feb 2021		216.31
2/5/2021	SWMHP: Lease Payment - Feb 2021 (Addition)		487.69
2/5/2021	SWMHP: Financial/Secretarial - Jan 2021		372.75
2/8/2021	Lincoln County: Solid Waste (Nov/Dec 2020)		180.00
2/8/2021	Lincoln County: Solid Waste (Nov/Dec 2020)		675.00
2/8/2021	City of Heron Lake: RLF Contract - Dec 2020		25.00
2/8/2021	City of Windom: (Windstream) RLF Principal Payment		200.00
2/8/2021	Mower County: MRBC Membership 2021		250.00
2/16/2021	A.C.E. of SW MN: Jan Copies/Postage		169.50
2/16/2021	State of MN: SRTS (Jackson/Tyler) #1		17,390.76
2/16/2021	Falcon Development: Oct - Dec 2020		245.00
2/16/2021	Falcon Development: Oct - Dec 2020		350.00
2/16/2021	Falcon Development: Oct - Dec 2020		20.00
2/16/2021	PACE Outreach: Nov 2020		600.00
2/16/2021	RMEB: Nov 2020		1,590.00
2/16/2021	RMEB - Dec 2020		375.00
2/16/2021	PACE Outreach: Dec 2020		200.00
2/16/2021	RMEB: Financial Review 06/30/20		300.00
2/16/2021	University of MN: Certs #11		9,124.33
2/18/2021	Pro Aire LLC: C-RLF Legal Fees		500.00
2/18/2021	Pro Aire LLC: C-RLF Origination Fees		1,000.00
2/19/2021	RMEB Dues - Faribault County		2,500.00
2/22/2021	Sourcewell: 2021 MRBC Membership		500.00
2/22/2021	MN Assn of AAA: 2021 MRBC Membership		500.00
2/22/2021	American Legion Auxiliary: MC Xmas Project		25.00
2/22/2021	Rakuten: Office Supplies Rebate		57.74
2/22/2021	Annette Fiedler: March Health Insurance		750.37
2/22/2021	SWHHS - Jan 2021 Contract		405.00
2/23/2021	Casey Jones Trail: Aug 2020		165.00
2/25/2021	City of Tracy: Comp Plan - Jan 2021		270.00
2/25/2021	MN River Area Aging: 2021 MRBC Membership		500.00
2/26/2021	Mayo Foundation: 2021 MRBC Membership		500.00
2/26/2021	PACE SEP - Interest Income - 02/26/21		30.51
2/26/2021	Falcon Development - Interest Income - 02/26/21		3.10
2/26/2021	C-RLF - Interest Income - 02/26/21		2.46
2/26/2021	First Independent Bank: Interest Income - 02/26/21		6.18

Date: 3/31/21 12:36:04 PM

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**Southwest Regional Development Commission**  
Unposted General Ledger Transactions - Cash Receipts Report - Monthly Totals

<u>Document...</u>	<u>Transaction Description</u>	<u>Debit</u>	<u>Credit</u>
2/26/2021	Currie State Bank: Interest Income 02/26/21		0.20
2/26/2021	United Prairie Bank: Interest Income 02/26/21		4.50
2/26/2021	Jackson F/S - Interest Income - 02/26/21		39.12
2/26/2021	Weg Enterprises: PACE Loan Principal Payment		11,337.04
2/26/2021	U.S. Treasury: EDA Admin		<u>4,915.23</u>
Report Total		0.00	<u>205,373.20</u>

**Southwest Regional Development Commission**  
Check/Voucher Register - Check Register - Accounts Payable  
From 2/1/2021 Through 2/28/2021

Session ID	Check N...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APC21-00064	58857	2/1/2021	Abila	MIP Subscription - Feb 2021	508.00	2/1/2021
APC21-00064	58858	2/1/2021	AFLAC	AFLAC - 01/27/21	187.05	2/1/2021
APC21-00064	58859	2/1/2021	Balaton EDA	Balaton EDA: CERTS Seed Grant	3,750.00	2/1/2021
APC21-00064	58860	2/1/2021	Cardmember Services	Visa: 12/16/20 - 01/15/21	461.74	2/1/2021
APC21-00064		2/1/2021	Cardmember Services	Visa: 12/16/20 - 01/15/21	8.99	2/1/2021
APC21-00064		2/1/2021	Cardmember Services	Visa: 12/16/20 - 01/15/21	9.00	2/1/2021
APC21-00064	58861	2/1/2021	Fryberger, Buchanan, Smith &...	RMEB: Legal - Nov 2020	900.00	2/1/2021
APC21-00064		2/1/2021	Fryberger, Buchanan, Smith &...	RMEB: Legal - Dec 2020	900.00	2/1/2021
APC21-00064	58862	2/1/2021	Nathan D. Zacharias	December Contract (MN Rural Broadband)	3,600.00	2/1/2021
APC21-00064	58863	2/1/2021	Vast Broadband	Services: 01/24/21 - 02/23/21	60.00	2/1/2021
APC21-00064		2/1/2021	Vast Broadband	Services: 01/24/21 - 02/23/21	61.72	2/1/2021
APC21-00067	58864	2/5/2021	Abila	MIP - Set up Test Division (Database)	100.00	2/5/2021
APC21-00067	58865	2/5/2021	Chandler Co-Op	Fuel: Jan 2021	36.53	2/5/2021
APC21-00067	58866	2/5/2021	City of Slayton	Sewer/Water: 12/17/20 - 01/21/21	27.60	2/5/2021
APC21-00067		2/5/2021	City of Slayton	Sewer/Water: 12/17/20 - 01/21/21	18.40	2/5/2021
APC21-00067	58867	2/5/2021	Culligan Water Conditioning	Water/Salt: Jan 2021	28.87	2/5/2021
APC21-00067		2/5/2021	Culligan Water Conditioning	Water/Salt: Jan 2021	10.31	2/5/2021
APC21-00067	58868	2/5/2021	Darren Veldhuisen	Snow Removal: Jan 2021	336.00	2/5/2021
APC21-00067		2/5/2021	Darren Veldhuisen	Snow Removal: Jan 2021	224.00	2/5/2021
APC21-00067	58869	2/5/2021	Dust Tex Service Inc.	One Case of Towels	24.01	2/5/2021
APC21-00067		2/5/2021	Dust Tex Service Inc.	One Case of Towels	36.02	2/5/2021
APC21-00067	58870	2/5/2021	Frontier Communications	Monthly Maint. Contract ( 01/25/21 - 02/24/21)	67.59	2/5/2021
APC21-00067		2/5/2021	Frontier Communications	Monthly Maint. Contract ( 01/25/21 - 02/24/21)	36.39	2/5/2021
APC21-00067	58871	2/5/2021	Grants Management Systems ...	Services: Jan 2021	35.00	2/5/2021
APC21-00067		2/5/2021	Grants Management Systems ...	Services: Jan 2021	105.00	2/5/2021
APC21-00067		2/5/2021	Grants Management Systems ...	Services: Dec 2020	105.00	2/5/2021
APC21-00067		2/5/2021	Grants Management Systems ...	Services: Dec 2020	35.00	2/5/2021
APC21-00067	58872	2/5/2021	League of Minnesota Cities	Ad: Economic Recovery Specialist	53.13	2/5/2021
APC21-00067		2/5/2021	League of Minnesota Cities	Ad: Economic Recovery Specialist	107.87	2/5/2021
APC21-00067	58873	2/5/2021	Nathan D. Zacharias	MRBC: Speed Test Contract (January 2021)	2,500.00	2/5/2021
APC21-00067	58874	2/5/2021	Northwest Gas	Fuel: 12/11/20 - 01/16/21	218.98	2/5/2021
APC21-00067		2/5/2021	Northwest Gas	Fuel: 12/11/20 - 01/16/21	315.11	2/5/2021
APC21-00067	58875	2/5/2021	One Office Solution	Contract(Sharp MX 6071) Meter Reading 12/25/...	89.55	2/5/2021
APC21-00067	58876	2/5/2021	Stoneberg, Giles & Stroup, PA	C-RLF: Legal - Kor's Korner	265.00	2/5/2021
APC21-00067	58877	2/5/2021	The Free Press	Ad: Recovery Specialist	481.73	2/5/2021
APC21-00067		2/5/2021	The Free Press	Ad: Recovery Specialist	237.27	2/5/2021
APC21-00068	58878	2/5/2021	Slayton EDA	Lease Payment - February 2021	4,767.31	2/5/2021
APC21-00069	58879	2/10/2021	PRO-AIRE, LLC	C-RLF Loan Disbursement - PRO-AIRE, LLC	100,000.00	2/10/2021

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From 2/1/2021 Through 2/28/2021

Session ID	Check N...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APC21-00070	58880	2/12/2021	AFLAC	AFLAC - 02/10/21	187.05	2/12/2021
APC21-00070	58881	2/12/2021	Association of Minnesota Coun...	Ad: Economic Recovery Specialist	50.25	2/12/2021
APC21-00070		2/12/2021	Association of Minnesota Coun...	Ad: Economic Recovery Specialist	24.75	2/12/2021
APC21-00070	58882	2/12/2021	Buffalo Ridge Newspapers, LLC	Annual Subscription Renewal	45.00	2/12/2021
APC21-00070	58883	2/12/2021	Jason Nielsen	RLF Contracted Services: 02/05/21	12.50	2/12/2021
APC21-00070		2/12/2021	Jason Nielsen	RLF Contracted Services: 02/05/21	37.50	2/12/2021
APC21-00070	58884	2/12/2021	JobsHQ	Ad: Economic Recovery Specialist	107.91	2/12/2021
APC21-00070		2/12/2021	JobsHQ	Ad: Economic Recovery Specialist	219.09	2/12/2021
APC21-00070	58885	2/12/2021	Minneapolis Star Tribune	Qtrly Subscription: 02/15/21 - 05/17/21	156.78	2/12/2021
APC21-00070	58886	2/12/2021	Oasis Care Home L.L.C.	Refund: C-RLF Loan Agreement Balance (Oasis)	100.00	2/12/2021
APC21-00070	58887	2/12/2021	Schaap Sanitation	Sanitation: 02/01/21 - 02/28/21	43.34	2/12/2021
APC21-00070		2/12/2021	Schaap Sanitation	Sanitation: 02/01/21 - 02/28/21	28.89	2/12/2021
APC21-00070	58888	2/12/2021	SRDC	Falcon: Oct - Dec 2020	615.00	2/12/2021
APC21-00070	58889	2/12/2021	SRDC	PACE Outreach: November 2020	600.00	2/12/2021
APC21-00070	58890	2/12/2021	SRDC	PACE Outreach: December 2020	200.00	2/12/2021
APC21-00070	58891	2/12/2021	SRDC	RMEB - November 2020	1,590.00	2/12/2021
APC21-00070	58892	2/12/2021	SRDC	RMEB - December 2020	375.00	2/12/2021
APC21-00070	58893	2/12/2021	SRDC	RMEB - Financial Review 2020	300.00	2/12/2021
APC21-00070	58894	2/12/2021	Verizon Wireless	Tablets: 01/02/21 - 02/01/21	80.40	2/12/2021
APC21-00070	58895	2/12/2021	Wheel - Herald	Ad: Economic Recovery Specialist	27.87	2/12/2021
APC21-00070		2/12/2021	Wheel - Herald	Ad: Economic Recovery Specialist	13.73	2/12/2021
APC21-00070	58896	2/12/2021	XCEL Energy	Electricity: 01/05/21 - 02/03/21	246.15	2/12/2021
APC21-00070		2/12/2021	XCEL Energy	Electricity: 01/05/21 - 02/03/21	171.05	2/12/2021
APC21-00071	58897	2/19/2021	Abila	MIP - Additional Subscription	50.00	2/19/2021
APC21-00071		2/19/2021	Abila	MIP - Additional Subscription	50.00	2/19/2021
APC21-00071	58898	2/19/2021	Fleet Services Division	Jan 2021 - Lease Payment/Sales Tax	534.76	2/19/2021
APC21-00071	58899	2/19/2021	Frontier Communications	Telephone: 02/04/21 - 03/03/21	529.86	2/19/2021
APC21-00071		2/19/2021	Frontier Communications	Telephone: 02/04/21 - 03/03/21	285.31	2/19/2021
APC21-00071	58900	2/19/2021	Marshall Lyon County Library	Marshall Library: CERTS Seed Grant	2,500.00	2/19/2021
APC21-00071	58901	2/19/2021	Murray County News	Annual Subscription Renewal	40.00	2/19/2021
APC21-00071	58902	2/19/2021	Quill Corporation	Labels	63.70	2/19/2021
APC21-00071		2/19/2021	Quill Corporation	Masks/Binders/Postage Sticks	66.78	2/19/2021
APC21-00071		2/19/2021	Quill Corporation	Masks/Binders/Postage Sticks	23.13	2/19/2021
APC21-00071		2/19/2021	Quill Corporation	HP M 555: Ink Cartridges (New Printer)	646.17	2/19/2021
APC21-00071		2/19/2021	Quill Corporation	Ink Cartridges (Finance)	154.73	2/19/2021
APC21-00074	734	2/24/2021	Eric A. Hartman	Commissioner Exp: 01/13/21; 01/14/21	100.00	2/24/2021
APC21-00074	735	2/24/2021	Keith A. Elbers	Commissioner Exp: 02/11/21	50.00	2/24/2021
APC21-00074	736	2/24/2021	Michael L. VanDeVere	Commissioner Exp: 01/14/21; 01/24/21	100.00	2/24/2021

**Southwest Regional Development Commission**  
Check/Voucher Register - Check Register - Accounts Payable  
From 2/1/2021 Through 2/28/2021

<u>Session ID</u>	<u>Check N...</u>	<u>Document...</u>	<u>Vendor Name</u>	<u>Transaction Description</u>	<u>Check Amount</u>	<u>Effective Date</u>
APC21-00074	737	2/24/2021	Richard Anderson	Commissioner Exp: 01/14/21; 02/11/21	100.00	2/24/2021
APC21-00074	738	2/24/2021	Richard D. Peterson	Commissioner Exp: 01/13/21; 01/14/21; 01/27...	150.00	2/24/2021
APC21-00074	739	2/24/2021	Robert J. Byrnes	Commissioner Exp: 01/14; 02/05; 02/10; 02/1...	150.00	2/24/2021
APC21-00074		2/24/2021	Robert J. Byrnes	Commissioner Exp: 01/14; 02/05; 02/10; 02/1...	50.00	2/24/2021
APC21-00074		2/24/2021	Robert J. Byrnes	Commissioner Exp: 01/14; 02/05; 02/10; 02/1...	35.84	2/24/2021
Report Total					131,620.71	

**TREASURER'S REPORT**  
**MONTH END March 31, 2021 - Bank Accounts as of 4/1/2021**

**Bank Account Information**

**INVESTMENTS -General Fund**

			<b>APY</b>
<b>Bank</b>	<b>Amount</b>	<b>Due Date</b>	<b>Interest Rate</b>
Jackson Federal Savings & Loan-Jackson	100,481.57	02/10/22	0.75%
Currie State Bank-Currie	108,978.46	09/02/21	0.70%
First Independent Bank-Russell	103,017.41	07/05/22	0.30%
<b>TOTAL</b>	<b>\$ 312,477.44</b>		

NOTE: The security deposit for the office building in the amount of \$50,000 is at the Slayton City Clerk's office at an investment rate of .75% on Oct.1, 2020. We currently have extra security at Minnwest Bank-Slayton and United Prairie Bank-Jackson to allow deposits above FDIC limits.

**ACCOUNTS-Dedicated and Undedicated Funds Program Accounts**

Minnwest Bank South-Slayton	Checking	\$ 3,000.00
Minnwest Bank South-Slayton	Savings	296,100.77
Minnwest Bank South-Slayton	Savings-F & H	20,626.23
First Independent Bank-Russell	Savings	40,305.53
United Prairie Bank-Jackson	Savings	160,994.78
Jackson Federal S&L-Jackson	Savings	148,821.01
	<b>TOTAL ACCOUNTS</b>	<b>\$ 669,848.32</b>
	<b>TOTAL INVESTMENTS</b>	<b>312,477.44</b>

**Approximate Designated Funds-Projects**

Murray Co. Early Childhood Coalition	\$ (2,159.59)	
Regional Cultural Diversity Coalition	(1,904.27)	
MN Rural Broadband Coalition	(25,015.86)	
Designated Funds	(11,296.85)	
<b>Committed to: Acquisition of Capital Assets-Equipment</b>	(90,879.26)	
<b>Committed to: Acquisition of Capital Assets-Building</b>	(243,151.09)	
<b>Committed to: Unemployment Claims</b>	(58,186.06)	
<b>Committed to: Employee Retirement Transition</b>	(33,479.87)	
<b>Compensated Absences Payable</b>	(62,000.00)	
Subtotal Dedicated Funds in bank accounts	\$ (528,072.85)	
<b>SubtotalCashflow amount</b>	\$ 454,253	
Less: Estimated Nongrant Payables due after 4/1/2021	(13,000)	
<b>Funds for cashflow purposes-matching shares,</b>	<b>\$ 441,253</b>	
<b>committee meetings, Director and staff nongrant/contract work,</b>		
<b>upfront work prior to grant reimbursement</b>		

**SPECIAL REVENUE ACCOUNTS-NonAdministrative**

EDA Planning Funds	\$ 50	
EDA Revolving Loan Funds-(business loans only)	79,239	Total EDA RLF
Currie State Bank-RLF Savings-(business loans only)	2,569	<b>81,808</b>
C-EDA Revolving Loan Funds-(business loans only)	29,874	
PACE Funds-(loans only)	51,643	ST PACE Loan Funds
PACE Funds-SEP-(loans only) (Possible Admin.Considerations)	265,173	<b>316,816</b>
PACE Funds-(Electric Companies-funds to pay off loans & admin)	22,365	Total PACE
PACE (County Funds used to pay down on REED loan) \$88,704	-	<b>339,181</b>
<b>TOTAL SPECIAL FUNDS</b>	<b>\$ 450,913</b>	

# Southwest Regional Development Commission

## Month End February Fiscal Year 2021

YTD Comparison % of Budget 66.67

	FY21 Budget	July - September	October - December	January	February	Pending	Year to Date	Under / Over Budget	% of Overall Budget	Explanation/Comments
<b>Revenues</b>										
Taxes	393,835	1,581.67	4,745.01		32,820.00	223,410.32	262,557.00	131,278.00	66.7%	Taxes primarily received in December and June-YTD estimate
Contract for Services	149,273	40,765.56	32,174.48	15,644.00	16,845.00	0.00	105,429.04	43,843.96	70.6%	Based on activity earned to date. <b>Approved usage of RLF interest receivable.</b>
MnDOT	75,000	0.00	34,174.62	4,583.00	7,641.00	0.00	46,398.62	28,601.38	61.9%	Grant Earned
Safe Routes to School	49,823	0.00	17,145.00	2,070.00	2,655.00	0.00	21,870.00	27,953.00	43.9%	Grant Earned based on 243 hrs spent
Economic Development Adm	70,000	14,000.00	8,923.77	4,932.51		0.00	27,856.28	42,143.72	39.8%	Grant Earned
Covid-EDA (C-EDA) New	200,000	28,000.00	49,924.00	49,924.00		0.00	127,848.00	72,152.00	63.9%	Grant Earned
CERTS	75,660	4,733.66	32,080.00	9,124.33		0.00	45,937.99	29,722.01	60.7%	Based on activity earned to date for all CERTs-related projects
McKnight Funds	2,010	0.00	2,010.00			0.00	2,010.00	0.00	100.0%	Balance of Grant at the end of FY20
PACE loan orig/int/misc	33,126	0.00	972.48	29,882.64	972.48		31,827.60	1,298.40	96.1%	Bank int/loan orig fee
Covid-RLF (C-RLF) New	74,000	0.00	42,061.04	4,834.00	4,333.09		51,228.13	22,771.87	69.2%	Grant Earned
Interest & Miscellaneous	7,600	2,582.43	643.00	643.00	225.00		4,093.43	3,506.57	53.9%	
<b>Total Revenues</b>	<b>1,130,327</b>	<b>91,663.32</b>	<b>36,919.49</b>	<b>121,637.48</b>	<b>65,491.57</b>	<b>223,410.32</b>	<b>727,056.09</b>	<b>403,270.91</b>	<b>64.3%</b>	
										262,557
<b>Expenditures</b>										
Committee Expenses	28,390	1,614.47	2,000.00	500.00	735.84		4,850.31	23,539.69	17.1%	Committee less due to zoom meetings including annual meeting
Salaries & Fringe	787,782	171,280.53	215,617.26	62,130.37	84,071.00		533,099.16	254,682.84	67.7%	Salary paid through 1-28-2021
Travel	29,829	4,074.81	3,254.48	735.32	73.59		8,138.20	21,690.80	27.3%	Travel reduction as travel/training limited other than zoom
Office Space Costs	34,849	7,600.35	5,895.26	4,078.29	2,983.46		20,557.36	14,291.64	59.0%	
Postage	2,336	628.41	687.96	197.00	22.52	-250.00	1,285.89	1,050.11	55.0%	Postage on hand
Communications	5,919	1,274.49	1,823.36	1,102.48	957.29		5,157.62	761.38	87.1%	
Printing/Publication	9,821	3,379.06	1,754.82	475.30	942.98	-142.00	6,410.16	3,410.84	65.3%	Paper on hand
Insurance	4,286	1,243.50	1,121.52	373.84	436.91	-382.00	2,793.77	1,492.23	65.2%	
Supplies	16,517	4,928.30	481.70	230.76	128.10		5,768.86	10,748.14	34.9%	
Computer	18,200	7,705.78	3,776.18	1,572.52	1,493.32		14,547.80	3,652.20	79.9%	Finance transition to MIP and Firewall Update
Professional Services	9,375	269.50	0.00	7,650.00	2,000.00		9,919.50	-544.50	105.8%	Audit Paid for in full
Financing Fees & Expenses	4,450	2,081.90	287.00	310.00	20.31		2,699.21	1,750.79	60.7%	C-RLF fees paid using origination fees received-Tracking separate
Other	4,830	64.15	25.00		205.00		294.15	4,535.85	6.1%	Primarily dues
Seed Grants	15,000	0.00	3,750.00	2,500.00			6,250.00	8,750.00	41.7%	
Equipment/Building Updates	12,000	0.00	13,559.00				13,559.00	-1,559.00	113.0%	
PACE loan interest paid	510	0.00	0.00		510.00		510.00	0.00	100.0%	Paid in December and June
Debt Service: Prin. & Int.	11,645	0.00	9,348.49				9,348.49	2,296.51	80.3%	Paid in December and June
Building Lease Principal Pymt	18,583	4,550.03	6,650.02		1,568.34		12,768.39	5,814.61	68.7%	
<b>Total Expenditures</b>	<b>1,014,322</b>	<b>210,695.28</b>	<b>270,032.05</b>	<b>81,855.88</b>	<b>96,148.66</b>	<b>-774.00</b>	<b>657,957.87</b>	<b>356,364.13</b>	<b>64.9%</b>	
<b>Revenues Over (Under) Expenditures</b>	<b>116,005</b>	<b>-119,031.96</b>	<b>-233,112.56</b>	<b>39,781.60</b>	<b>-30,657.09</b>	<b>224,184.32</b>	<b>69,098</b>			

**Southwest Regional Development Commission Project Reviews**

**April 2021**

**USDA Rural Development**

<u>Applicant</u>	<u>Project</u>	<u>Cost</u>
City of Garvin	Purchase of Three New Fire Radios	\$11,000
City of Russel	Construction of a New 50,000 Gallon Water Tower	\$921,000

## **Southwest Regional Development Commission Project Review**

**Agenda Item:** 6

**Meeting Date:** April 8, 2021

**Project Name:** City of Garvin—Fire House Radio Purchase

### **Project Description**

The City of Garvin has requested \$11,000.00 in assistance/funding from Rural Development for the purchase of three fire house radios. Staff looked into cost of the equipment and found that there was a wide range in cost. Refurbished models started at \$1,849.99 each, while other newer refurbished models cost \$4,300.00 each.

### **Staff Notes**

SRDC Staff supports this application for the purchase of fire house radios.

**Project Review Time:** 1 hour

**Income to the SRDC for this Review:** \$0

**Reviewer:** Rosemary Bruce-White, Development Planner

## **Southwest Regional Development Commission Project Review**

**Agenda Item:** 6

**Meeting Date:** April 8, 2021

**Project Name:** City of Russel Water Tower Replacement

### **Project Description**

The city of Russel has applied for \$921,000.00 in assistance/funding from the Rural Development program to replace their current water tower with a new 50,000 gallon water tower.

### **Staff Notes**

- Staff contacted the City of Russel to find out if the city has plans to reconstruct the rest of the city's water distribution infrastructure. If awarded the funds, the City of Russel plans to reconstruct portions of their sanitary collection, storm water, and water distribution systems. Once the city's construction sites are finalized, the city is advised to coordinate with the County Highway Department to avoid construction conflicts and to identify opportunities for county/city project coordination.
- Staff also contacted the Lyon County Highway Department to inquire about the county's highway construction plan for the next couple years.
- SRDC Staff is in support of the City of Russel's application for funding to replace their water tower.

**Project Review Time:** 1 hour

**Income to the SRDC for this Review:** \$0

**Reviewer:** Rosemary Bruce-White, Development Planner



## Southwest Regional Development Commission

July 1, 2021 - June 30, 2022

Revenues	FY2021 BUDGET REVISION	B & P Approved FY2022 BUDGET	BUDGET DIFFERENCE	EXPLANATION
Tax Levy	393,835	405,650	11,815	3% levy increase with a delinquency allowance
Current Contracts	149,273	119,076	(30,197)	Based on expected earnings of contracts-See sheet
MN Department of Transportation	75,000	75,000	-	Same
MN Department of Transportation-SRTS	49,823	15,992	(33,831)	Adrian approved, others end June 30, 2020
Economic Development Administration	70,000	70,000	-	
Economic Development Administration Covid 19	200,000	200,000	-	
RLF- Covid 19	74,000	74,000	-	
CERTS Funds	75,660	20,000	(55,660)	Remaining Funds
McKnight Funds	2,010	-	(2,010)	Grant over
PACE loan orig/int/misc	33,126	29,426	(3,700)	
Interest Earned & Miscellaneous	7,600	6,800	(800)	Interest rates are down
<b>Total Revenues</b>	1,130,327	1,015,944	(114,383)	
Expenditures	FY2021 BUDGET REVISION	B & P Approved FY2022 BUDGET	BUDGET DIFFERENCE	EXPLANATION
Committee Expense	28,390	34,200	5,810	Includes Board Retreat & Orientation
Salaries & Fringe	787,782	720,836	(66,946)	Current staffing with salary & benefit adjustments
Staff Travel	29,829	39,739	9,910	Hopefully more travel in FY22, this is on par with pre-pandemic #
Office Space	34,846	34,936	90	
Postage	3,142	3,654	512	Small Increase in anticipation of Postage going up
Communications	5,919	5,367	(552)	Small decrease
Print/Publication	9,821	10,145	324	Annual report completed in-house. Add some marketing
Insurance	4,286	4,500	214	Anticipate 5% increase
Supplies-Mtg/Wkshp Expenses	16,517	13,543	(2,974)	Includes the purchase of 3 laptops & 3 monitors
Computer	18,200	17,928	(272)	Software Subscriptions, Firewall, Maintenance and Setup, ACH Fees
Audits	7,475	7,675	200	Estimated contract renewal for 1 year
Consultant/Contracted Services/Legal	1,900	2,000	100	Based on past need
Dues/Memberships & Other	4,830	5,030	200	Increase in NADO dues and a few small additions
Financing Fees & Other	4,450	5,500	1,050	
Seed grants	15,000	5,750	(9,250)	Balance of \$20,000 seed grants
Equipment/Building updates	12,000	2,000	(10,000)	Equipment purchases needed are now considered supplies - 2,000 for incidental
PACE loan interest	510	508	(2)	REED paydown per semi-annual schedule
Debt Service-Principal & Interest	11,645	11,639	(6)	Per schedule
Building Lease Principal Payment	18,583	19,637	1,054	Per schedule
<b>Total Expenditures</b>	1,015,125	944,588	(70,537)	
<b>Overall Balance</b>	115,202	71,356	(43,846)	



# SOUTHWEST REGIONAL DEVELOPMENT COMMISSION

## Contract Funds Available for FY22

March 23, 2021

Staff Member		Contract Type	CONTRACT	FY2021 CONTRACT BUDGET	Comments
Jessica	50	CM	CASEY JONES-Communications	1,750	50*\$60/hr + Expenses
Jason, Jay	93 4	PD	ENERGY BOARD - General	5,500	\$90/hr*93 hrs+\$150/hr*4 hrs + \$100 travel
Brooke, Rose	4 9	PD	ENERGY BOARD - Fiscal Host	1,340	\$80/hr*13 hrs+\$300 finance review
Robin, Jason	24 5	PD	ENERGY BOARD - PACE Outreach	3,000	\$100/hr*29 hrs +\$100 travel
Robin, Kathy	10 4	CD	FALCON DEV.RLF - Loan/Servicing	1,340	\$100/hr*10 + \$60/hr*4 hrs + \$100 travel
Rosemary	50	CD	CITY of TRACY - Community Dev	4,500	50 hrs*\$90+\$0 travel
Robin, Kathy	2 1	ED	HERON LAKE RLF - Loan/Servicing	295	2*\$100+1*\$60+\$35 travel
Robin, Kathy	4 2	ED	JACKSON CO.RLF - Loan/Servicing	595	4 hrs*\$100+2*\$60+\$75 travel
Jessica	12.5	CD	SPRINGBROOKE Golf Course - Marketing	750	\$60/hr *12.5 hrs
Jessica	34	CM	SWHHS Communications-Evaluation	2,000	34*\$60/hr
			Subtotal	21,070	
			<i>These are new amounts generated below.</i>		
	See	SR	<b>REVOLVING LOAN FUND ADMIN.</b>	58,320	Up to Ln Int 58320 no Origination Fees as Money is Mostly Lent Out
	hours		<b>Covid-19 REVOLVING LOAN FUND</b>	4,000	Est. of use for Financing Fees & expenses in Year 1
Kathy	columns	ED	<b>SW MN Housing Partnership-Secretarial</b>	4,000	Based on projected usage, Doreen gone, Down
Rose, Brooke	on	ED	<b>SW MN Housing Partnership-Financial</b>	1,850	Based on projected usage
BS, RO, KS	Exh G	HS	<b>A.C.E. of SW Minnesota-Finance,Support</b>	29,836	Based on projected usage up to 13700 Finance 21000 Support, Review 300
			Total Contracts	<b>119,076</b>	

### Possible Contracts/Other Revenue

Grantwriting & technical assistance (Facilitation)  
Land use planning- Tribal  
Regional Fire & Safety Coordination  
Community/County Planning/Ordinance updates 25,000/2yrs  
Marketing/Communication-other organizations  
Regional Leadership  
EDA administration city/county 30,000/2yrs  
SWHHS Communication may be extended-add'l \$3,000

# ECONOMIC DEVELOPMENT REPORT

April 2021

CEDS | EDA PLANNING | CARES ACT EDA (C-EDA)

## **COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)**

CEDS is a strategy-driven plan for regional economic development. A CEDS is designed to build capacity and guide the economic development and resiliency of an area or region. The CEDS provides a process for individuals, organizations, local governments, higher education, and private industry to engage in a meaningful conversation about what capacity building efforts would best serve economic development in the region. Regions must update their CEDS at least every five years to qualify for EDA assistance under its Public Works and Economic Adjustment Assistance programs. Our latest CEDS can be viewed at <http://www.swrdc.org/wp-content/uploads/2014/07/CEDS-16-FINAL.pdf>. A resiliency section was included with our 2020 annual update. The submission date for the new 5-year CEDS is January 31, 2022. Staff are in preparations for various online surveys/meetings to gather input:

- April 14: 1:30-3:00 p.m. Session #1 via Zoom
- April 21- 1:30-3:00 p.m. Session #2 via Zoom

Register for the two CEDS sessions at <https://www.eventbrite.com/e/srdc-comprehensive-economic-development-strategy-ceds-workshop-tickets-146491382669>.

DevelopMN is the template that the RDCs used as a starting point for their respective CEDS five years ago to identify collaborative opportunities, showcase potential replication projects, and to pull statewide numbers. The latest revision of DevelopMN is available online. It can be found at <http://www.mnado.org/wp-content/uploads/2019/11/DevelopMN-1.pdf>. The dashboard is now available at <http://www.mnado.org/dashboard/>. Watch for future trainings on how the dashboard can assist with regional planning.

## **EDA PLANNING**

There are three primary grant opportunities available through federal EDA. With additional CARES ACT funding to the EDA recently announced, staff is anticipating a Notice of Funding Opportunity to be issued soon with



details. Now may be the time to brainstorm what infrastructure needs your community has to create and/or sustain jobs.

1. **FY 2020 Coronavirus Aid, Relief, and Economic Security (CARES) ACT:** This funding is targeted towards eligible grantees in communities impacted by the coronavirus pandemic. For more information, visit EDA's CARES Act Recovery Assistance website (<https://www.eda.gov/coronavirus/>). Applications accepted on a rolling basis.

The City of Tracy submitted an application for business, retention, and expansion (BR&E) and are in final stages. SRDC assisted with project brainstorming and a business survey prior to their submission to determine need.

2. **FY 2020 Public Works and Economic Adjustment Assistance:** This program provides economically distressed communities and regions with comprehensive and flexible resources to address a wide variety of economic needs. Projects funded by these programs lead to the creation and retention of jobs and increased private investment, advancing innovation, enhancing the manufacturing capacities of regions, providing workforce development opportunities, and growing ecosystems that attract foreign direct investment. For more information, visit FY 2020 Public Works and Economic Adjustment Assistance Programs Notice of Funding Opportunity (PWEAA NOFO) (<https://www.grants.gov/web/grants/view-opportunity.html?oppld=321695>). Applications accepted on a rolling basis.

3. **2019 Disaster Supplemental Notice of Funding Opportunity:** This funding is for eligible grantees in communities impacted by natural disasters in 2018 and floods and tornadoes in 2019. Applications accepted on a rolling basis.

All 9 counties in our service area are eligible under this NOFO. Project examples are electric generators, water retention, stormwater infrastructure improvements, road upgrades, etc. 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%5Bvalue%5D%5Bmonth%5D=&field\\_dv2\\_incident\\_begin\\_value%5Bvalue%5D%5Byear%5D=&field\\_dv2\\_incident\\_end\\_value%5Bvalue%5D%5Bmonth%5D=&field\\_dv2\\_incident\\_end\\_value%5Bvalue%5D%5Byear%5D=](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%5Bvalue%5D%5Bmonth%5D=&field_dv2_incident_begin_value%5Bvalue%5D%5Byear%5D=&field_dv2_incident_end_value%5Bvalue%5D%5Bmonth%5D=&field_dv2_incident_end_value%5Bvalue%5D%5Byear%5D=)

**Minnesota Opportunity Zones:** Opportunity Zones in Minnesota can be found at <https://mn.gov/deed/business/financing-business/tax-credits/opp-zones/census-opp-zone-tracts.jsp>.

**Launch MN SW Partners:** To further leverage strengths, and to increase capacity in the Southwest region, Launch MN SW is working towards becoming the place to launch new businesses. This collective group wants to

1. build new partnerships,
2. promote business seminars and workshops,
3. assemble and report data on entrepreneurship, and
4. educate and invite interest in a regional angel investment network.

LaunchMN SW 2021 initial goals include venture competitions and other ways to identify innovators/inventors/entrepreneurs, entrepreneurial education, angel funding, asset mapping for start-up resources, and entrepreneur/inventor interviews.

LaunchMN SW partners are listed on the LaunchMN website as a resource for entrepreneurs and innovators. Financial resources available through Launch MN include innovation grants, angel tax credits, and access to private investors. Their three-legged stool consists of capital, culture, and talent.

**Friends in the Field:** Quarterly, economic and community development professionals in Minnesota get together to learn and collaborate. The January 2021 meeting focused on broadband and included speakers from DEED's Office of Broadband Development and the Minnesota Rural Broadband Coalition. Much of the discussion focused on access and affordability. The April 14 meeting is entitled "Information Disinformation: How to know what sources to trust."

**Southwest Business Development Network:** This group meets monthly with their April 16 meeting focusing on the interactive broadband map that's available for planning broadband projects. For more information, visit <https://gis.connectednation.org/portal/apps/webappviewer/index.html?id=a2d243ccf7e547eba2ec0d5c80c80917>. The interactive map allows for layering, data to be downloaded, data to be uploaded, and queries on individual addresses to find carriers that claim to offer service to the location and at what speeds.

**Broadband Coalition:** The coalition continues with a statewide internet speed test initiative to determine the level of broadband connectivity. To take the test, go to <http://mnruralbroadbandcoalition.com/speedtest>. The speed test results will be used as documentation during conversations with internet providers to expand broadband access in this region and across the state. The Coalition also met on March 24 for their Day on the Hill (held virtually). Their legislative priority is to fund the Border-to-Border fund (referred to as fund to fund). Telehealth and tele-mental health access in rural and underserved communities was mentioned by many of the speakers. It is a state goal that

1. No later than 2022, all Minnesota businesses and homes have access to high-speed broadband that provides minimum download speeds of at least 25 megabits per second and minimum upload speeds of at least three megabits per second; and
2. No later than 2026, all Minnesota businesses and homes have access to at least one provider of broadband with download speeds of at least 100 megabits per second and upload speeds of at least 20 megabits per second.

**Regional Transportation Coordinating Council (RTCC):** The RTCC met on March 17 with a main focus on a resource database that can be accessed online or on paper. The group is also looking for representation on the council or committees representing veterans, mental health, volunteer drivers, hospital discharge planners, higher education, nursing homes, workforce centers, etc. There are still discussions on the development of a regional One Stop Shop for Transportation. The SRDC is on the RTCC representing regional economic development.

**MADO Rural Grocery Store Cohort:** This new cohort has formed to sharing resources and ideas on keeping the shop local momentum going through the end of COVID and after. A Rural Sustainable Development Partnership idea brief was reviewed.

**Regional Competitiveness Workgroup:** This group is focusing on border issues as they relate to economic development. The next meeting will be held on April 15 and will review cluster information from DEED, resources from the Center for Rural Policy and Development, and tax implications.

**Child Care:** A new report entitled "Child Care in Rural MN after 2020" can be found at <https://www.ruralmn.org/child-care-in-rural-minnesota-after-2020/>.

**Rail Feasibility Study:** The SRDC has been involved in discussions regarding rail projects that promote economic development along the 42-mile BRRRA line. A feasibility study is in final stages of identifying top locations along the rail for development purposes. The study may assist with quick turnaround times when businesses are searching for potential locations, many of which request rail access. The survey will be presented to county boards in Rock and Nobles when complete.

**2020 Regional Profile for Region 8:** For regional information on demographics, economy, labor force, income,

wages, and occupations, go to [https://mn.gov/deed/assets/rp\\_edr8\\_2020\\_tcm1045-133260.pdf](https://mn.gov/deed/assets/rp_edr8_2020_tcm1045-133260.pdf).

**Aviation Workforce Development:** Staff assisted with grant writing for a FAA application to train 20 high school students to prepare them for their flight test. Successful applicants will be announced in September.

### **CARES ACT EDA (C-EDA)**

The SRDC is available to brainstorm projects, review applications, assist with gathering data, generate surveys, etc.

Interviews have been taking place for our open. Modifications were made to the announcement looking for a long-term full-time Development Intern.

We know that the COVID-19 pandemic creates a number of new challenges for businesses, workers, and government. For a list of state and federal programs (SBA, Unemployment and DEED) for businesses, visit <https://mn.gov/deed/newscenter/press-releases/?id=425890>. Outreach this month included the Shuttered Venue Operators Grant Program (<https://www.sba.gov/funding-programs/loans/covid-19-relief-options/shuttered-venue-operators-grant>).

**CARES Act Staff Networking:** The MADO planners hired through CARES Act dollars get together every other week, and once a month all MADO planners are invited. Recently, break-out rooms were created to specifically address CEDS, Revolving Loan Funds, Local Foods, and Resiliency.

**Pandemic and Employment:** A new report entitled “Pandemic Paints a Different Employment Picture in Rural MN” can be found at: <https://www.ruralmn.org/pandemic-paints-a-different-employment-picture-in-rural-minnesota/>.

**Business Toolkit:** The MN Chamber of Commerce COVID- 19 Business Toolkit can be found at <https://www.mnchamber.com/blog/covid-19-business-toolkit>.

**Success Stories:** DEED has published stories of businesses who have been successful with creative solutions to COVID’s negative effects. They can be found at <https://mn.gov/deed/newscenter/covid/stories/>.

**Regional Economic Resiliency Plan:** Staff dispatched a survey on March 12 to assess how COVID-19 impacted businesses in the region. The survey is still open and staff will continue to conduct outreach through April. Results will be shared with the commission in May or June. The survey link is <https://www.surveymonkey.com/r/NSGYDZT>.

**Diversity, Equity, and Inclusion MADO Trainings:** Planning staff completed a four-part summit entitled: “Finding the Intersection between Economic Development, Community Development, and Cultural Diversity.” During each session, staff heard from colleagues, industry experts, and community members on the economic benefits and improved quality of life that can result from creating welcoming communities for all. This training was funded in part by the McKnight Foundation.

- SESSION 1: Discussed the importance of incorporating Diversity, Equity and Inclusion (DEI) into the framework of economic development, answering the basic question “Why does this matter?”.
- SESSION 2: “How and where do we begin?”. The Intercultural Development Inventory was used to assess where we are and where we need to go as an organization and as individuals on our intercultural development journey. Staff had the opportunity to ask for a personal overview of their results following the session.
- SESSION 3: Helped us to discover what we can do.
- SESSION 4: Each RDO presented a plan for how the DEI framework will be implemented in their respective regions.

# REVOLVING LOAN FUND REPORT

April 2021

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

## **RLF COMMITTEE**

The committee consists of five members and meets as needed. The committee covers both the COVID-19 RLF and Traditional RLF. The committee last met on March 8.

## **RLF PLANS AND FLEXIBILITIES**

EDA provided flexibilities to recipients of EDA-funded Revolving Loan Fund (RLF) awards in light of the impact of COVID-19 on small businesses, the increasing demand for RLF loans, and the need for RLFs to provide credit quickly and efficiently to their communities. These flexibilities, discussed further below, include waiving for one year, from May 7, 2020 to May 6, 2021, the RLF regulations that:

- Establish a minimum interest rate for RLF loans (13 CFR 307.15(b)(1))
- Require RLF loans to leverage additional capital (13 CFR 307.15(c))
- Require evidence demonstrating credit is not otherwise available (13 CFR 307.11(a)(1)(ii)(H))

The SRDC RLF Plan and the COVID-19 RLF Plan have been either modified or created to include the above flexibilities.

The RLF Committee approved offering funds with 0% interest in year one, 3-month payment deferral, and 75% under prime in remaining years (2.44% currently).

**Application and Checklists:** The Application (fillable — same application for both RLF programs) and Requirements Checklist for both SRDC RLF and COVID-19 RLF are online and can be found at <http://www.swrdc.org/economic-development/revolving-loan-funds/>.

## **COVID-19 RLF (C-RLF)**

**Funds Available:** Original funds available to the SRDC were \$1.48M. We've closed on 17 loans, totaling \$990,719.17. The committee has approved, but has not closed on, three additional loans (Rock, Nobles and Lyon Counties) totaling \$356,000, leaving \$233,280.83 available for lending.

## **Traditional RLF**

**Funds Available:** Funds are currently available in the approximate amount of \$65,000. An application for a Murray County business was approved for \$100,000 with an anticipated Fall closing date.

**Servicing Issues:** On-going loan servicing issues continue to be addressed.

## **Contracted RLFs**

Staff continues to assist inquiries made regarding business start-ups, retentions, and expansions and financing. Staff assists with three additional revolving loan fund programs within the region.

1. Jackson County RLF
2. Heron Lake RLF: focuses on economic development within a 20-mile radius of Heron Lake. These are Community Development Block Grant (CDBG) funds. Assistance is being provided on a delinquent loan

3. Falcon Development Corporation (FDC): Information on FDC can be found online at <http://www.swrdc.org/economic-development/falcon-development-corporation/>. FDC focuses on economic development improvements in the Heron Lake area. These funds are de-federalized, therefore Davis Bacon does not apply to construction projects. FDC last met on November 24.

## **PROPERTY ASSESSED CLEAN ENERGY (PACE)**

**Funds Available:** Funds are currently available in the approximate amount of \$51,000 (PACE ARRA Funds) and \$265,000 (PACE SEP Funds). One Nobles County loan recently paid their loan in full.

Thirty-one loans have closed thus far.

**PACE Committee:** The committee meets as needed or in conjunction with the RMEB.

Committee members are Metz, Wildermuth, Wachal, VanDeVere and Paap. We welcome Kevin Paap from Blue Earth County as our newest member to the committee.

**General Information:** PACE is available to property owners of small businesses, including agri-businesses and some non-profits based on usage.

The March PACE report at the RMEB included a recent loan client survey recap. A good majority felt the energy audit/assessment helped them to make a decision, a good majority indicated that staff/clients have noticed improvements made, and just over ½ that responded received rebates for their project. Narrative comments were positive.

Energy assessments/audits are informational to property owners and may be the start to cost saving energy improvements. Contractor estimates and the energy assessment/audit are the two first steps to PACE financing. The PACE application and brochure can be found at <http://rmeb.org/pace.htm>.

Staff provided program details to a group in Canada considering PACE. They are gathering feedback from programs across the country.

If you have groups in your area that would benefit from hearing about PACE, please contact Robin.

*If you have questions about the RLF, PACE, or about energy audits, please contact Robin Weis, Deputy Director, at 507-836-1638 or via email at [robin@swrdc.org](mailto:robin@swrdc.org).*

# PHYSICAL DEVELOPMENT REPORT

April 2021

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

## **ENERGY**

**Rural Minnesota Energy Board (RMEB):** The board met on March 22 via Zoom. During the meeting Darrick Moe, President and CEO of MREA, presented on rural electric cooperatives, their history, and their role in the energy transition. The MREA position is that the transition needs to happen in a way that ensures reliability without becoming cost prohibitive. They are advocating for the passage of the ECO Act which would provide more flexibility for co-ops to meet their annual energy savings goals. They are also advocating for the ability to use their current easements to expand broadband where it makes commercial sense. Commissioner Wildermuth promoted this idea and asked if some of the money counties are receiving from the latest relief act could go to cooperatives to expand broadband, again, where it makes sense.

The next full board meeting is scheduled for May 24 at 1pm in-person at the SRDC board office (if possible) with an option to join via Zoom. Staff is working to arrange for a representative from Great River Energy (GRE) to present. Once it's possible to have tours again, the board expressed interest in possibly touring Connexus Energy's new solar + battery storage sites in Ramsey and Athens townships that produce a total of 10 megawatts of renewable energy with 15 megawatts of battery storage. Details available at <https://www.connexusenergy.com/save-money-and-energy/programs-rebates/solar-energy/solar-storage>.

### **Clean Energy Resource Teams (CERTs):**

- CERTS has newly revised Home Energy Guides in both English and Spanish. They created four guides custom-tailored to the target audience. One can select from single-family, manufactured home, renter or landlord guides. They can easily be co-branded and are found at <https://www.cleanenergyresourceteams.org/home-energy-guide-tips>.
- Staff submitted letters to the editor to newspapers in Worthington, New Ulm and Marshall to promote energy assistance programs in the region.

## **Land Use, Planning & Zoning**

**City of Tracy Comprehensive Plan Update:** The City of Tracy has put together a citizens committee to assist with the city's new Comprehensive Plan. Staff met with the committee March 7 to kick-off the planning efforts. Staff met with the Secondary Principal of the Tracy Area High School to discuss potential projects or activities to incorporate into the curriculum.

## **Solid Waste & Natural Resources**

**Solid Waste Commission:** The Solid Waste Commission met via Zoom on March 22. To prepare for the update to the Regional Solid Waste Management Plan, Solid Waste Administrators made a request to the commission to utilize staff for their meetings as well. The commission approved of this request.

# COMMUNITY DEVELOPMENT REPORT

April 2021

LOCAL ASSISTANCE | COMMUNITY PLANNING | COMMUNICATIONS

## LOCAL ASSISTANCE

**Slayton Senior Housing:** Staff have completed the plan and have submitted the final version to the city and to Operation Prairie Venture. The plan can be viewed on our website at <http://www.swrdc.org/wp-content/uploads/2021/02/Strategic-Plan-City-of-Slayton.pdf>.

**Friends of the Casey Jones State Trail:** Staff is currently assisting Friends of the Casey Jones Trail Association with marketing and outreach efforts. Swag items that would include the new logo are being discussed to help outreach efforts. Stickers have already been ordered. Representative Schomacker and Senator Weber have authored bills (HF 2273 and SF2177) for the appropriation of \$1,049,000 bonding funds for the development of the trail and that the trail must be established as a primary, not a secondary trail. The group is meeting with DNR representatives to discuss making Casey Jones a primary trail on April 21 at 2pm via Zoom. The Friends' next meeting is scheduled for April 22 at 11:30am via Zoom. Their meetings are open to all interested in supporting trail development.

**Small Businesses:** Staff met with an Event, Golf and Grill business on March 25 to discuss potential marketing assistance, including SEO optimization of their website, marketing campaign development, and the development of a year-long marketing calendar and media content. A draft contract has been sent to the business for review.

## SRDC COMMUNICATIONS

**MADO Website:** Staff has been working closely with Region 9 Communications Specialist on updates to the MADO website and outreach materials and templated language for the Dashboard. A regional version of the MADO dashboard is upcoming on the SRDC website. This is an option for all RDOs.

**MADO Communications Meeting:** MADO Communications staff are scheduled to meet April 26 via Zoom. Agenda items include MADO dashboard outreach and updates to the MADO website. SRDC, with Region 9 as backup, currently manages the MADO website.

**Newsletter:** The third issue of the SRDC newsletter was published March 18 and sent via email to SRDC Commissioners, Region 8 County Commissioners, Auditors/ Coordinators/ Administrators, EDAs, EMS, Family Services, Hwy Engineers, City Administrators, City Clerks, City EDAs, RDO Executive Directors, State & Federal Lawmakers, CERTs, SWHHS, SHIP, and posted on our website and social media channels. The newsletter has been opened 1,075 times, up from 417 in December (158% increase). The newsletter is part of the Communication Plan goals to increase awareness and knowledge of SRDC programs and projects, and promote regional opportunities and regional news. The next newsletter is set to be published mid-June 2021. If there is information that you would like shared in the SRDC newsletter, please reach out to Jessica. An archive of SRDC newsletters can be found at: <http://www.swrdc.org/category/newsletter-archive/>.

**Communications Plan/Certified Public Communicator Training:** The Communications Plan has been sent to the Certified Public Communicator (CPC) program at TCU and is in review by the CPC Program Director and our Program Mentor. This is the final requirement for certification.

*If you have questions about the Communications Report, please contact Jessica Welu, Communications Specialist, at 507-836-1644 or via email at [jessicaw@swrdc.org](mailto:jessicaw@swrdc.org).*

# TRANSPORTATION REPORT

April 2021

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

## **TRANSPORTATION COMMITTEE**

The Transportation Committee met April 1. Items on the agenda included review/approval of the draft Transportation Work Plan and the District Area Transportation Improvement Plans. The public comment portion began at 1:40pm.

## **AREAS TRANSPORTATION PARTNERSHIPS (ATP)**

**ATP 7:** MnDOT D7 ATP met March 12 via Microsoft Teams. Topics included formal STIP amendments, the 2021 construction program, the draft ATIP, and other project updates.

**ATP 8:** MnDOT D8 received Seven full TAP applications. The applicants included the City of Montevideo, Kandiyohi County, MnDNR: Casey Jones State Trail, City of Watkins, City of Marshall, City of Granite Falls, and the City of Litchfield. The scoring committee decided to recommend fully funding the projects from the City of Marshall and Granite Falls, and partially funding the Kandiyohi County project. The next ATP meeting for MnDOT District 8 will be April 9.

Construction season has begun. Stay updated on MnDOT road projects, construction progress and detours at <http://www.dot.state.mn.us/roadwork/>. The South-Central District (District 7) includes Cottonwood, Jackson, Nobles, and Rock Counties. The Southwest District (District 8) includes Pipestone, Murray, Lincoln, Lyon, and Redwood Counties.

Currently, MnDOT is not holding in-person meetings, and public-outreach is being conducted online through virtual open houses and project websites. SRDC staff is available to assist in navigating and disseminating information as needed. MnDOT staff that are currently working from home will be doing so until at least June 2021.

## **Joint SMTP-MnSHIP Equity Work Group**

Staff accepted an invitation to serve on the Joint Statewide Multi-Model Transportation Plan (SMTP)-Statewide Highway Improve Plan (SHIP) Equity Work Group. The work group will advise MnDOT on how to use its plans and investments to advance equity throughout Minnesota. The work group plans to meet 1-2 times per month, starting in February and continuing through fall 2022. The committee met Friday, March 19 to discuss the draft criteria, potential working sessions for the future and the survey results regarding the definition of transportation equity. The group will be met again on Tuesday, April 13.

## **SMTP Economy and Employment Work Group**

Staff accepted an invitation to serve on the Statewide Multi-Model Transportation Plan (SMTP) Economy and Employment Work Group. The first meeting is scheduled for Thursday, April 15 at 11:00am.

## **District 7 Freight Plan**

Staff accepted an invitation to serve on MnDOT District 7 Freight Plan Advisory Committee. This committee is an opportunity to provide regional input, perspective, and expertise that will be crucial in shaping the strategies and goals of the freight plan.

## **Transportation Planning**

**Portable Counter Borrowing Program:** MnDOT has portable counters that are freely available to partner agencies such as cities, counties, MPO's, RDCs, and active transportation advocacy groups. These counters help collect important pedestrian traffic data that can be used to plan projects, apply for funding and much more. Counters are available through the each MnDOT District Office and can be reserved online. More information can be found at <https://www.dot.state.mn.us/bike-ped-counting/borrow.html>.

## **ACTIVE LIVING & SAFE ROUTES TO SCHOOL (SRTS)**

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

Mountain Lake Active Living met on March 17 via Zoom. They are working on a new Active Living survey to go out to the community. Among other projects they are working to update the tennis courts, improve the trail, build a splash pad, create some summer events, and connect with schools about implementing Wike/Bike/Fun curriculum.

Worthington Active Living also met on March 17 via Zoom. They are also doing a survey that will be placed in the school's newsletters and on city utility bills in both Spanish and English. They have a bike rodeo scheduled for May 15. They want to do some pedestrians counting at Centennial Beach this year and do a number of communications activities to raise awareness that the Active Living group exists (Social media, Radio Works, website, videos, etc). The next meeting is April 14 at 3pm.

**Safe Routes to School (SRTS):** Adrian was awarded a planning grant for next year and Tyler received a boost grant.

Staff conducted the goal setting meetings for Jackson on March 16 and for Lakefield on March 30. Staff is currently drafting the goals and action steps for all three plans while also drafting the other sections of the plan. We have been paired with ECRDC to do peer reviews of our plans before submitting to the committees and MnDOT.

District 7 Proposed 2025 ATIP Projects in SRDC Region		
Highway	Project Description	Total Project Cost
US 71 in Jackson County	ALONG TH 71, FROM SPIRIT LAKE DRIVE TO CSAH 34, CONSTRUCT PED/BIKE TRAIL	1,700,000
I-90 in Nobles County from east of Rushmore to Worthington	<b>**ELLE**</b> I90, REHAB MULTIPLE BRIDGES – NOBLES COUNTY - 53809, 53810, 53811,53812, 53815, 53816, 53817, 53818, 53824 (AC PAYBACK IN 2026)	8,000,000
US 75 in Rock County in Luverne	US 75, MAIN ST TO VETERANS DRIVE IN LUVERNE, MILL AND OVERLAY	8,000,000

Specialty Funded Project Recommendations for MNDOT District 8 up for ATP April vote				
Project Location	Project Description	Amount Awarded	Programmed Year	Type of Funding
Cottonwood County	Install/upgrade stop bar and stop ahead pavement markings at all paved county road intersections.	\$297,000	2022	Highway Safety Improvement Program
Jackson County	Reconstruct 3-leg and "bugle intersection	\$500,00	2025	Highway Safety Improvement Program
Nobles County	UP RR, INSTALL GATES AND FLASHING LIGHTS AT M212, ROBERTS AVE, WORTHINGTON, NOBLES COUNTY	\$230,000	2022	Local Rail projects
City of Jackson*	Sunrise Estate Trail	\$240,037	2025	Transportation Alternatives
City of Jackson has not been officially awarded TA funds as of this writing.				



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