



BOARD OF DIRECTORS MEETING

Thursday, February 13, 2020
3:30 p.m.



**Center for Regional Development
2401 Broadway Ave, Slayton, MN**



BOARD OF DIRECTORS MEETING

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3:30 p.m.

Center for Regional Development Office
2401 Broadway Ave, Slayton, MN

AGENDA

#	<u>Time</u>		<u>Page</u>
1	3:30 p.m.	Call to Order & Pledge of Allegiance	
2	3:33 p.m.	Introductions	
3	3:35 p.m.	Additions to & Approval of Agenda Action Needed: Approve Agenda	
4	3:37 p.m.	Consent Agenda Items: <ul style="list-style-type: none">January Receipts & Expenditures Report Action Needed: Approval of Consent Agenda Items	1-13
5	3:40 p.m.	Finance Reports — <i>Treasurer Gravley & Finance Director Dianne Crowley</i> <ul style="list-style-type: none">Treasurer's Report, including bank accounts & Investments Action Needed: Approval of Treasurer's Report <ul style="list-style-type: none">Administrative Report through January, 2020 Action Needed: Approval of Administrative Report	Handout Handout
6	3:45 p.m.	Project Reviews — <i>Staff</i> As of the mailing there are two Project Reviews for Commission consideration.	14-15 Handout
7		<u>Committee & Staff Reports</u>	
7a	3:50 p.m.	Legislative Committee Report — <i>Committee Chair Carney</i> Action Needed: Approve Committee Recommendations	
7b	4:00 p.m.	Development Report — <i>Staff</i> <ul style="list-style-type: none">Spotlight: Regional Workforce Development ForumSpotlight: Cultures on the Prairie	16-18 19 20
7c	4:10 p.m.	Communications Report — <i>Communications Specialist Jessica Welu</i> <ul style="list-style-type: none">Certified Public Communicator Winter Session Training Report	21 22-24
7d	4:15 p.m.	Revolving Loan Funds — <i>RLF Committee Chair Byrnes & Economic Development Director Robin Weis</i> <ul style="list-style-type: none">Commissioners will be updated on current RLF activities.Commissioners will be updated on the Property Assessed Clean Energy (PACE) loan program.	25 26
7e	4:25 p.m.	Transportation Report — <i>Staff</i>	27-28

- 7f 4:35 p.m. **Executive Director's Report**—*Executive Director Jay Trusty* 29
- Pay Equity Case Maintenance
- 7g 4:45 p.m. **Chairman's Report**—*Chairman Mike Kuhle*
- 8 4:55 p.m. **New Business**
- 9 **Other Issues**
- Board of Directors Terms**
 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.
- 10 **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, February 17th in observance of President's Day.
 - SRDC Full Commission Meeting: Thursday, March 12th at 3:30 p.m. at the SRDC Office.
- 11 5:00 p.m. **Adjournment**

Southwest Regional Development Commission

Cash Receipts Report - By Month

January, 2020

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Received EFT	RLF Loan Payments	2656	172	1/2/2020		CR	RLF Loan Borrowers	\$20,581.68
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
2399-911	381-00-00-00	Loan Clearing		EDA RLF Overall			\$20,581.68	
Received EFT	Hair w Flair - RLF Legal Costs - Balance Due	2698	172	1/2/2020		CR	Hair w Flair	\$36.80
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
2314-911	381-00-00-00	Prepaid Receipts		EDA RLF Overall			\$36.80	
Check	Rhonda Wynia: Copies Made/Sales Tax	2643	918	1/8/2020		CR	Rhonda Wynia	\$6.95
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
8949-001	994-00-16-00	Reimb.Fm non SRDC		CC-Copy/Print			\$6.50	
2312-001	000-00-00-00	Sales Tax Payable		Default			\$0.45	
Check	Murray County: Land Use Contract	2642	917	1/9/2020		CR	Murray County	\$315.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
1341-001	000-00-00-00	Due From Gov't/Agency		Default			\$315.00	
Check	Lincoln County: 2020 RMEB Dues	2644	85	1/9/2020		CR	Lincoln County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Check	LT1 Construction LLC: Origination Fee/RLF	2657	919	1/9/2020		CR	LT1 Construction LLC	\$450.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4321-911	381-00-70-20	Loan Origination Fee		EDA-RLF Adm FY20			\$450.00	
1495-911	381-00-70-20	Due To/Due From		EDA-RLF Adm FY20		\$450.00		
Check	LT1 Construction LLC: Legal Costs Fees	2658	173	1/9/2020		CR	LT1 Construction LLC	\$600.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
2314-911	381-00-00-00	Prepaid Receipts		EDA RLF Overall			\$600.00	
Received EFT	Lyon County: Taxes	2688	932	1/9/2020		CR	Lyon County	\$379.61
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			\$366.83	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			\$12.78	
Check	Murray County: Taxes	2684	931	1/10/2020		CR	Murray County	\$395.29
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			\$392.53	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			\$2.29	
4115-001	000-00-00-20	Debt Service Tax Revenue		Unrestricted FY20			\$0.47	
Check	SWMHP: Dec 2019 Monthly Costs	2685	931	1/10/2020		CR	SWMHP	\$3,376.30
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
1335-051	000-00-00-00	Accts Receivable-SWMHP		Default			\$3,376.30	
1495-051	000-00-00-00	Due To/Due From		Default		\$3,376.30		

Southwest Regional Development Commission

Cash Receipts Report - By Month

January, 2020

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	SWMHP: Dec 2019 Financial/Secretarial Contract	2686	931	1/10/2020		CR	SWMHP	\$1,021.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$1,021.00			
Check	SWMHP: Jan 2020 Lease Payment	2687	931	1/10/2020		CR	SWMHP	\$2,749.98
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
7314-001	994-00-22-00	Interest Paid	CC-Space		\$248.17			
9212-001	000-00-00-20	Lease Payment	Unrestricted FY20		\$457.61			
2621-021	000-00-00-00	Obligation-Capital Lease	Default		\$457.61			
1497-021	000-00-00-00	Amt To Be Provided-Orig E	Default		(\$457.61)			
7314-001	994-00-22-00	Interest Paid	CC-Space		\$563.45			
9212-001	000-00-00-20	Lease Payment	Unrestricted FY20		\$1,480.75			
2621-022	000-00-00-00	Obligation-Capital Lease	Default		\$1,480.75			
1498-022	000-00-00-00	Amt To Be Provided-Bldg /	Default		(\$1,480.75)			
1495-021	000-00-00-00	Due To/Due From	Default	\$457.61				
1495-021	000-00-00-00	Due To/Due From	Default	(\$457.61)				
1495-022	000-00-00-00	Due To/Due From	Default	\$1,480.75				
1495-022	000-00-00-00	Due To/Due From	Default	(\$1,480.75)				
Check	Jackson County: Nov 2019 RLF Contract	2673	925	1/14/2020		CR	Jackson County	\$20.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$20.00			
Check	SRDC (Falcon Development): Advertising Expenses	2674	925	1/14/2020		CR	SRDC (Falcon Development)	\$47.88
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1331-001	000-00-00-00	Accounts Receivable	Default		\$47.88			
Check	Murray County: 2020 RMEB Dues	2641	84	1/16/2020		CR	Murray County	\$2,500.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00			
Check	The Note gallery, LLC: Origination Fees	2659	920	1/16/2020		CR	The Note gallery, LLC	\$300.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
4321-911	381-00-70-20	Loan Origination Fee	EDA-RLF Adm FY20		\$300.00			
1495-911	381-00-70-20	Due To/Due From	EDA-RLF Adm FY20	\$300.00				
Check	The Note gallery, LLC: Legal Fees	2660	174	1/16/2020		CR	The Note gallery, LLC	\$700.00
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
2314-911	381-00-00-00	Prepaid Receipts	EDA RLF Overall		\$700.00			
Check	Lincoln County: Nov 2019 Ordinance Contract	2681	930	1/16/2020		CR	Lincoln County	\$6,097.50
Account ID	Project ID	Account Description	Project Description	Debit Amount	Credit Amount			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$6,097.50			

Southwest Regional Development Commission

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January, 2020

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	A.C.E. of Southwest Minnesota: Dec 2019 Copies/Postage	2682	930	1/16/2020		CR	A.C.E. of Southwest Minnesot	\$97.10
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
1332-001	000-00-00-00	Accts Receivable-A.C.E.		Default			\$97.10	
Check	Jackson County: Taxes	2683	930	1/16/2020		CR	Jackson County	\$313.48
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			\$301.63	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			\$11.68	
4115-001	000-00-00-20	Debt Service Tax Revenue		Unrestricted FY20			\$0.17	
Check	Nicollet County: 2020 RMEB Dues	2645	86	1/22/2020		CR	Nicollet County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Check	Blue Earth County: 2020 RMEB Dues	2646	86	1/22/2020		CR	Blue Earth County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Check	Mower County: 2020 RMEB Dues	2647	86	1/22/2020		CR	Mower County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Check	Pipestone County: 2020 RMEB Dues	2648	86	1/22/2020		CR	Pipestone County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Check	Lyon County: 2020 RMEB Dues	2649	86	1/22/2020		CR	Lyon County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Check	Renville County: 2020 RMEB Dues	2650	86	1/22/2020		CR	Renville County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Received EFT	Brown County: 2020 RMEB Dues	2651	87	1/22/2020		CR	Brown County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
4351-610	711-00-00-20	County Funds		RMEB-20-Operating			\$2,500.00	
Check	Cottonwood County: Taxes	2669	923	1/22/2020		CR	Cottonwood County	\$816.31
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>		<u>Project Description</u>		<u>Debit Amount</u>	<u>Credit Amount</u>	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			\$816.31	
1312-001	000-00-00-00	Delinquent Taxes Receivab		Default			(\$1.31)	
4111-001	000-00-00-20	Tax Revenue		Unrestricted FY20			\$1.11	

Southwest Regional Development Commission

Cash Receipts Report - By Month

January, 2020

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Credit Card	United Community Action Partnership: RTCC Dec 2019 Contract	2670	924	1/22/2020		CR	United Community Action Pa	\$3,803.28
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$3,803.28			
Check	Annette Fiedler: Health Insurance (Feb 2019)	2671	924	1/22/2020		CR	Annette Fiedler	\$804.33
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
1331-001	000-00-00-00	Accounts Receivable	Default		\$804.33			
Check	Jessica Welu: Reimbursement - CC Meals/Receipt	2672	924	1/22/2020		CR	Jessica Welu	\$12.99
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
6117-001	050-00-00-20	Meals	Communications FY20		\$12.99			
Received EFT	Freeborn County: 2020 RMEB Dues	2652	88	1/24/2020		CR	Freeborn County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00			
Check	Windom Towing: RLF Loan Payment/RTCC Fee	2653	171	1/24/2020		CR	Windom Towing	\$2,583.86
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
2399-911	381-00-00-00	Loan Clearing	EDA RLF Overall		\$2,563.86			
2314-911	381-00-00-00	Prepaid Receipts	EDA RLF Overall		\$20.00			
Check	Nobles County: 2020 RMEB Dues	2654	89	1/24/2020		CR	Nobles County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00			
Check	Faribault County: 2020 RMEB Dues	2655	89	1/24/2020		CR	Faribault County	\$2,500.00
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00			
Received EFT	Redwood County: Taxes	2677	927	1/24/2020		CR	Redwood County	\$755.95
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
1312-001	000-00-00-00	Delinquent Taxes Receivab	Default		\$556.60			
1312-001	000-00-00-00	Delinquent Taxes Receivab	Default		\$198.89			
4115-001	000-00-00-20	Debt Service Tax Revenue	Unrestricted FY20		\$0.46			
Check	Nobles County: Taxes	2678	928	1/24/2020		CR	Nobles County	\$702.83
<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>			
1312-001	000-00-00-00	Delinquent Taxes Receivab	Default		\$661.56			
1312-001	000-00-00-00	Delinquent Taxes Receivab	Default		\$41.21			
4115-001	000-00-00-20	Debt Service Tax Revenue	Unrestricted FY20		\$0.06			

Southwest Regional Development Commission

Cash Receipts Report - By Month

January, 2020

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	Nobles County: PACE Loan (Principal Only)	2679	73	1/24/2020		CR	Nobles County	\$318.23
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4411-181	222-84-10-00	Loan Principal Received	PACE RLF Pgm-Property A		\$318.23		
Check	Nobles County: PACE Loan (Interest/Penalty)	2680	929	1/24/2020		CR	Nobles County	\$191.28
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4656-181	222-84-70-00	Loan Interest Received	PACE RLF Adm-Property A		\$149.21		
	9711-422	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property A		\$149.21		
	9711-181	222-84-70-00	Pgm Cost To Fund	PACE RLF Adm-Property A		(\$149.21)		
	4322-181	222-84-70-00	Loan Servicing Fees	PACE RLF Adm-Property A		\$42.07		
	1495-181	222-84-70-00	Due To/Due From	PACE RLF Adm-Property A	\$149.21			
	1495-422	222-84-70-00	Due To/Due From	PACE RLF Adm-Property A	\$149.21			
	1495-181	222-84-70-00	Due To/Due From	PACE RLF Adm-Property A	(\$149.21)			
	1495-181	222-84-70-00	Due To/Due From	PACE RLF Adm-Property A	\$42.07			
Check	Redwood County: 2020 RMEB Dues	2661	90	1/27/2020		CR	Redwood County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00		
Check	Rock County: 2020 RMEB Dues	2662	90	1/27/2020		CR	Rock County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00		
Check	Cottonwood County: 2020 RMEB Dues	2663	90	1/27/2020		CR	Cottonwood County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00		
Check	Martin County: 2020 RMEB Dues	2664	90	1/27/2020		CR	Martin County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00		
Check	A.C.E. of Southwest Minnesota: Dec 2019 Contract	2665	921	1/27/2020		CR	A.C.E. of Southwest Minnesot	\$2,717.10
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$2,717.10		
Check	Lincoln County: Dec 2019 Ordinance Contract	2666	921	1/27/2020		CR	Lincoln County	\$562.50
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$562.50		
Check	Pipestone County: Taxes	2675	926	1/27/2020		CR	Pipestone County	\$626.80
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default		\$624.54		
	1312-001	000-00-00-00	Delinquent Taxes Receivab	Default		\$2.26		

Southwest Regional Development Commission

Cash Receipts Report - By Month

January, 2020

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Check	Rock County: Taxes	2676	926	1/27/2020		CR	Rock County	\$549.25
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	1312-001	000-00-00-00	Delinquent Taxes Receivable	Default		\$544.58		
	1312-001	000-00-00-00	Delinquent Taxes Receivable	Default		\$4.27		
	4115-001	000-00-00-20	Debt Service Tax Revenue	Unrestricted FY20		\$0.40		
Check	Watonswan County: 2020 RMEB Dues	2667	91	1/29/2020		CR	Watonswan County	\$2,500.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4351-610	711-00-00-20	County Funds	RMEB-20-Operating		\$2,500.00		
Check	Lincoln County: Taxes	2668	922	1/29/2020		CR	Lincoln County	\$235.10
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	1312-001	000-00-00-00	Delinquent Taxes Receivable	Default		\$233.80		
	1312-001	000-00-00-00	Delinquent Taxes Receivable	Default		\$1.05		
	4115-001	000-00-00-20	Debt Service Tax Revenue	Unrestricted FY20		\$0.25		
Other	Minnwest Bank: Falcon Development Interest Income	2689	19	1/31/2020		CR	Minnwest Bank	\$13.89
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4651-640	740-97-00-20	Interest Revenue	Falcon Development Corp-		\$13.89		
Other	Minnwest Bank - PACE SEP Interest Income	2690	6	1/31/2020		CR	Minnwest Bank	\$276.95
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4651-124	222-84-10-00	Interest Revenue	PACE RLF Pgm-Property A		\$276.95		
Other	Currie State Bank: RLF Savings Interest	2691	66	1/31/2020		CR	Currie State Bank	\$0.54
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4651-911	381-00-70-20	Interest Revenue	EDA-RLF Adm FY20		\$0.54		
Other	First Independent Bank: Interest Income	2692	66	1/31/2020		CR	First Independent Bank/Russel	\$49.29
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4651-001	000-00-00-20	Interest Revenue	Unrestricted FY20		\$49.29		
Other	United Prairie Bank: Interest Income	2693	68	1/31/2020		CR	United Prairie Bank	\$17.06
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4651-001	000-00-00-20	Interest Revenue	Unrestricted FY20		\$17.06		
Check	RMEB: Nov/Dec 2019 Contract	2694	933	1/31/2020		CR	RMEB	\$2,482.50
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$2,482.50		
Check	RMEB: Audit Review	2695	933	1/31/2020		CR	RMEB	\$300.00
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	1341-001	000-00-00-00	Due From Gov't/Agency	Default		\$300.00		

Southwest Regional Development Commission

Cash Receipts Report - By Month

January, 2020

Type	Description	Receipt Number	Deposit Number	Date	Source/Category	System	Payer	Amount
Other	Jackson Federal/Savings: Interest Income	2696	69	1/31/2020		CR	Jackson Federal/Savings	\$75.27
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4651-001	000-00-00-20	Interest Revenue	Unrestricted FY20		\$75.27		
Other	Jackson Federal/Savings: RLF Interest Income	2697	67	1/31/2020		CR	Jackson Federal/Savings	\$13.42
	<u>Account ID</u>	<u>Project ID</u>	<u>Account Description</u>	<u>Project Description</u>	<u>Debit Amount</u>	<u>Credit Amount</u>		
	4651-911	381-00-70-20	Interest Revenue	EDA-RLF Adm FY20		\$13.42		
Grand Total:								\$97,897.30

Southwest Regional Development Commission

Invoice Expense Allocation Report

January 2020

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Project Amount ID
Tax Identification Number	Transaction Number	Transaction Type				
AFLAC	1/3/2020	AFLAC - 01/01/20		2161-001	Accident Insurance	\$58.52 000-00-00-00
	751313	Invoice	Paid	2162-001	Cancer Insurance	\$24.00 000-00-00-00
				2163-001	Dental Insurance	\$39.28 000-00-00-00
				2171-001	Disability Ins-After Tax	\$65.25 000-00-00-00
	1/10/2020	AFLAC - 01/15/20		2161-001	Accident Insurance	\$58.52 000-00-00-00
	008470	Invoice	Paid	2162-001	Cancer Insurance	\$24.00 000-00-00-00
				2163-001	Dental Insurance	\$39.28 000-00-00-00
				2171-001	Disability Ins-After Tax	\$65.25 000-00-00-00
	1/31/2020	AFLAC - 01/30/20		2161-001	Accident Insurance	\$58.52 000-00-00-00
	164759	Invoice	Paid	2162-001	Cancer Insurance	\$24.00 000-00-00-00
				2163-001	Dental Insurance	\$39.28 000-00-00-00
				2171-001	Disability Ins-After Tax	\$65.25 000-00-00-00
Cardmember Services 00	1/24/2020	Visa: 12/14/19 - 12/31/1		2314-911	Prepaid Receipts	\$20.00 381-00-00-00
	01/24/2020	Invoice	Paid	7831-001	Supply	\$53.88 994-00-17-00
	1/24/2020	Visa: 01/01/20 - 01/15/2		6116-001	Hotel	\$137.84 811-00-00-20
	01/24/2020	Invoice	Paid	6241-001	Fuel	\$16.13 994-00-23-00
				6116-001	Hotel	\$326.10 050-00-00-20
				6117-001	Meals	\$12.99 050-00-00-20
Chandler Co-Op	1/10/2020	Fuel: Dec 2019		6241-001	Fuel	\$28.75 994-00-23-00
	01/10/2020	Invoice	Paid			
City of Slayton XX-XXX5544	1/3/2020	Sewer/Water: 11/20/19 -		7343-001	Water	\$18.40 994-00-22-00
	01/03/2020	Invoice	Paid	7343-051	Water	\$27.60 781-00-00-00
Culligan Water Conditioning	1/10/2020	Water/Salt: Dec 2019		7364-051	Water/Culligan	\$15.10 781-00-00-00
	01/10/2020	Invoice	Paid	7364-001	Water/Culligan	\$74.07 994-00-22-00
Darren Veldhuisen XXX-XX-9499	1/10/2020	Snow Removal - Dec 201		7363-051	Snow Removal	\$288.00 781-00-00-00
	01/10/2020	Invoice	Paid	7363-001	Snow Removal	\$192.00 994-00-22-00
Donald H. Wachal XXX-XX-1522	1/29/2020	Commissioner Exp: 01		7111-001	Committee PerDiem	\$50.00 000-00-00-20
	01/29/2020	Invoice	Paid	7121-001	Committee Exp	\$70.15 600-00-00-20
Donna Grayley XXX-XX-0836	1/29/2020	Commissioner Exp: 01		7121-001	Committee Exp	\$42.55 000-00-00-20
	01/29/2020	Invoice	Paid			

Southwest Regional Development Commission

Invoice Expense Allocation Report

January 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project	
						Amount	ID
Dust Tex Service Inc.	1/10/2020	1 Case of Towels	Paid	7361-001	Supply/Maint	\$24.01	994-00-22-00
	9506247	Invoice		7361-051	Supply/Maint	\$36.02	781-00-00-00
Edgerton Enterprise	1/17/2020	Subscription Renewal 20	Paid	7511-001	Print/Publ	\$42.00	994-00-16-00
	01/17/2020	Invoice					
Eloise Hauschild XXX-XX-3682	1/29/2020	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$50.00	000-00-00-20
	01/29/2020	Invoice		7121-001	Committee Exp	\$63.25	000-00-00-20
Eric A. Hartmann XXX-XX-8989	1/29/2020	Commissioner Exp: 01	Paid	7111-911	Committee PerDiem	\$50.00	381-00-70-20
	01/29/2020	Invoice					
XXX-XX-8989	1/29/2020	Commissioner Exp: 01	Paid	7111-001	Committee PerDiem	\$50.00	000-00-00-20
	01/29/2020	Invoice		7121-001	Committee Exp	\$58.65	000-00-00-20
Fleet Services Division	1/24/2020	Dec 2019 - Lease Paymen	Paid	6211-001	Lease	\$355.17	994-00-23-00
	2020060034	Invoice					
Frontier Communications	1/3/2020	Mthly Maint. Contract (Paid	7421-051	Telephone	\$67.59	781-00-00-00
	01/03/2020	Invoice		7421-001	Telephone	\$36.39	994-00-21-00
	1/17/2020	Telephone: 01/04/20 - 0	Paid	7421-051	Telephone	\$507.87	781-00-00-00
	01/17/2020	Invoice		7421-001	Telephone	\$272.89	994-00-21-00
Fryberger, Buchanan, Smith & Fröder XX-XXX0525	1/31/2020	RMEB: Legal - Nov 20	Paid	1332-001	Accts Receivable-A.C.E.	\$0.58	000-00-00-00
	18064.11912	Invoice		7421-001	Telephone	\$0.07	994-00-21-00
XX-XXX0525	1/31/2020	RMEB: Legal - Dec 20	Paid	8141-610	Legal	\$900.00	711-00-00-19
	18064.12001	Invoice		8141-610	Legal	\$900.00	711-00-00-19
Grants Management Systems	1/10/2020	Services: Dec 2019	Paid	7921-911	Softw/Maint/Purch	\$100.00	381-00-70-20
	01/10/2020	Invoice					
Jason Nielsen	1/17/2020	RLF Contracted Services:	Paid	8112-911	Ctr Service	\$50.00	381-00-70-20
	01/17/2020	Invoice					

Southwest Regional Development Commission

Invoice Expense Allocation Report

January 2020

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Project Amount ID
Tax Identification Number	Transaction Number	Transaction Type				
JoEllen M. Benson XXX-XX-0171	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-20 \$70.15 000-00-00-20
Kath Elbers XXX-XX-5780	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-20 \$71.30 000-00-00-20
Kurt Richardson	1/10/2020 01/10/2020	RLF Contracted Services: Invoice	Paid	8112-911	Ctr Service	\$200.00 381-00-70-20
Marilyn Samuelson XXX-XX-4649	1/31/2020 01/31/2020	Jan 2020 - Janitorial Serv Invoice	Paid	7351-001 7351-051	Janitorial Janitorial	\$328.00 994-00-22-00 \$472.00 781-00-00-00
Matthew J. Widboom XXX-XX-6984	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-20 \$40.08 000-00-00-20
Michael L. VanDeVere XXX-XX-7929	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-20 \$42.55 000-00-00-20
Minnesota Counties Intergovernmental	1/10/2020 18305R	RMEB: Insurance 01/ Invoice	Paid	7615-610	Insurance	\$2,448.00 711-00-00-20
	1/10/2020 18327R	2020 Ins: Property/Vehic Invoice	Paid	1411-001	Prepaid Expenses	\$4,949.00 000-00-00-00
	1/10/2020 18327R	2020 Ins: Work Comp Invoice	Paid	2173-001	Workers Compensation	\$1,387.00 000-00-00-00
Myron D. Koefs XXX-XX-5032	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-20 \$31.05 000-00-00-20
NADO	1/10/2020 01/10/2020	Membership Dues: 01/ Invoice	Paid	8411-111	Memberships	\$2,500.00 311-00-00-20
NCPERS Group Life Ins.	1/24/2020 01/24/2020	Pera Life - Jan 2020 Dedu Invoice	Paid	2174-001	PERA-Life Insurance Payable	\$48.00 000-00-00-00
Northwest Gas	1/10/2020 01/10/2020	Fuel: 11/16/19 - 12/14/1 Invoice	Paid	7342-001 7342-051	Fuel Fuel	\$112.44 994-00-22-00 \$161.81 781-00-00-00

Southwest Regional Development Commission

Invoice Expense Allocation Report

January 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Project Amount ID
One Office Solution	1/3/2020 1964914-0	Contract(SharpMX 6071) Invoice	Paid	7561-001	Copier Supplies/Maintenance	\$75.04 994-00-16-00
	1/10/2020 1967071-0	Paper (11 x 17) Invoice	Paid	7561-001	Copier Supplies/Maintenance	\$31.47 994-00-16-00
	1/31/2020 1972816-0	Colored Paper Invoice	Paid	7561-001	Copier Supplies/Maintenance	\$14.12 994-00-16-00
Paul Langseth XXX-XX-2867	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-20 \$44.85 000-00-00-20
Quill Corporation	1/24/2020 3962236	Toner/Postage Supplies/F Invoice	Paid	7831-001 7831-001 7831-051 7563-001	Supply Supply Supply Common Printer/Type Costs	\$25.59 994-00-18-00 \$8.56 994-00-18-00 \$8.56 781-00-00-00 \$80.24 994-00-16-00
Ratwik, Roszak & Maloney, P.A. XX-XXX5983	1/31/2020 5104-002	RMEB: Legal - Nov 20 Invoice	Paid	8142-610	LegalCrtNced/JPB revisions	\$360.00 711-00-00-19
Robert H. Van Hee XXX-XX-6775	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 000-00-00-20 \$92.00 000-00-00-20
Schaap Sanitation	1/10/2020 1792993	Sanitation: 01/1/20 - 01/ Invoice	Paid	7362-001 7362-051	Sanitation Service Sanitation Service	\$28.04 994-00-22-00 \$42.07 781-00-00-00
Slayton Building Materials, Inc.	1/3/2020 1912-148070	Bathroom Lock (New Ad Invoice	Paid	7366-051 7366-001	Bldg Rpr/Maint.Ctr Bldg Rpr/Maint.Ctr	\$103.84 781-00-00-00 \$72.16 994-00-22-00
Slayton EDA	1/3/2020 01/03/2020	Lease Payment - Jan 202 Invoice	Paid	1497-021 1498-022 9212-001 9212-001 2621-021 2621-022 7314-001 7314-001 4651-001	Amt To Be Provided-Orig Bldg Amt To Be Provided-Bldg Addn Lease Payment Lease Payment Obligation-Capital Lease Obligation-Capital Lease Interest Paid Interest Paid Interest Revenue	(\$897.29) 000-00-00-00 (\$2,509.75) 000-00-00-00 \$897.29 000-00-00-20 \$2,509.75 000-00-00-20 \$897.29 000-00-00-00 \$2,509.75 000-00-00-00 \$486.61 994-00-22-00 \$954.98 994-00-22-00 (\$97.67) 000-00-00-20

Southwest Regional Development Commission

Invoice Expense Allocation Report

January 2020

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Project Amount ID
Tax Identification Number	Transaction Number	Transaction Type				
Slayton Electric, Inc.	1/3/2020 45267	Service: Emergency Ball Invoice	Paid	7366-001 7366-051	Bldg Rpr/Maint.Ctr Bldg Rpr/Maint.Ctr	\$13.33 994-00-22-00 \$19.17 781-00-00-00
	1/31/2020 45349	Service/Labor: Sensor/Di Invoice	Paid	7366-001 7366-051	Bldg Rpr/Maint.Ctr Bldg Rpr/Maint.Ctr	\$89.13 994-00-22-00 \$128.26 781-00-00-00
SRDC - Health Insurance Account	1/3/2020 01/03/2020	2020 Savings Transfer fo Invoice	Paid	1119-001 1119-001 1119-001 1119-001	Adm Savings-MW-Health Ins.Acct Adm Savings-MW-Health Ins.Acct Adm Savings-MW-Health Ins.Acct Adm Savings-MW-Health Ins.Acct	\$15,399.84 000-00-00-00 \$10,370.00 000-00-00-00 \$1,560.00 000-00-00-00 \$212.40 000-00-00-00
SRDC	1/10/2020 01/10/2020	Falcon - Adv'g Costs - 20 Invoice	Paid	7513-640	Adv/Mktg	\$47.88 740-97-00-19
	1/31/2020 01/31/2020	RMEB: Nov/Dec 2019 Invoice	Paid	8112-610 8151-610	Ctr Service Finance Work	\$2,097.50 711-00-00-19 \$385.00 711-00-00-19
	1/31/2020 01/31/2020	RMEB: Audit Review Invoice	Paid	8131-610	FinanceReview	\$300.00 711-00-00-19
Stoneberg, Giles & Stroup, PA XX-XXX6119	1/24/2020 92425	RLF: Legal - LTI Constr Invoice	Paid	2314-911	Prepaid Receipts	\$338.00 381-00-00-00
The Note gallery, LLC	1/14/2020 01/14/2020	RLF Loan Disbursement Invoice	Paid	8950-911	Loan Disbursements	\$20,000.00 381-00-10-20
Upper MN Valley RDC	1/31/2020 34	All Staff Retreat - Maddox Invoice	Paid	8999-001	Miscellaneous	\$77.97 000-00-81-20
Vast Broadband	1/3/2020 01/03/2020	Services: 12/16/19 - 12/ Invoice	Paid	7425-001 7421-051 7425-051 7425-051 7425-001	Internet Telephone Internet Internet Internet	\$62.68 994-00-21-00 \$1.67 781-00-00-00 \$62.68 781-00-00-00 (\$0.94) 781-00-00-00 (\$0.94) 994-00-21-00
	1/31/2020 01/31/2020	Services: 01/24/20 - 02/ Invoice	Paid	7425-001 7421-051 7425-051	Internet Telephone Internet	\$60.00 994-00-21-00 \$1.98 781-00-00-00 \$60.00 781-00-00-00

Southwest Regional Development Commission

Invoice Expense Allocation Report

January 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount	Project ID
Verizon Wireless	1/10/2020 9845447477	Tablets: 12/02/19 - 01/0 Invoice	Paid	7422-001	Cellphone	\$80.40	994-00-21-00
William Crowley XXX-XX-4969	1/29/2020 01/29/2020	Commissioner Exp: 01 Invoice	Paid	7111-001 7121-001	Committee PerDiem Committee Exp	\$50.00 \$12.65	000-00-00-20 000-00-00-20
XCEL Energy	1/17/2020 01/17/2020	Electricity: 12/03/19 - 01 Invoice	Paid	7341-051 7341-001	Electricity Electricity	\$330.19 \$229.45	781-00-00-00 994-00-22-00

Southwest Regional Development Commission Project Review

February 2020

USDA RURAL UTILITIES

<u>Applicant</u>	<u>Project</u>	<u>Cost</u>
City of Fulda	Proposed Infrastructure Improvements Environmental Review	NA

MN PUBLIC UTILITIES COMMISSION

<u>Applicant</u>	<u>Project</u>	<u>Cost</u>
(HANDOUT) Three Waters Wind Farm LLC	201 MW Wind Project, Jackson County	NA

Southwest Regional Development Commission Project Review

Agenda Item: 6

Meeting Date: February 13, 2020

Project Name: City of Fulda Proposed Infrastructure Improvements Environmental Review

Project Description:

The City of Fulda is in the process of performing an environmental review pursuant to the National Environmental Policy Act for the USDA, Rural Utilities Service so that they may assess the environmental impacts of constructing improvements to their municipal wastewater collection and treatment facility, and their water supply and treatment facility both in Murray County. The proposed project is intended to bring the city's municipal sewage discharge into compliance with federal and state requirements.

Staff Comments:

- The city constructed their stabilization pond in 1964. The pond has become hydraulically overloaded due to high levels of infiltration and inflow in the collection system from various sources, including sanitary services, direct connection from roof drains, sump pumps or foundation tile, and manholes.
- The one lift station for the City was constructed in 1964 and rehabilitated in 1998. The pumps and fixtures have reached their design life and are in need of replacement. Overall, the collection system is approximately 70-80 years-old.
- The City's raw water supply comes from five wells and their water treatment plant was constructed in 1990 and rehabilitated in 2013. The plant is designed to remove iron and manganese with the uses of gravity filters, a clear well, and an elevated water storage tank. Waste from backwashing the filters is sent directly to the sanitary sewer collection system. As of now the water treatment facility and tower are in good condition, needing only minor valve replacement.
- With operation and maintenance costs factored, in the City's best solution is to rehabilitate their existing waste water treatment facility, reduce Infiltration/Inflow through a combination of main replacement, main lining and spot repairs and replacement of aging watermain in the distribution system.
- Staff contacted the county engineer and they are in support of this project and the needs that it addresses. It was noted, however, that the county roads in the city will need restoration as part of the project.

Project Review Time: 1 hour

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

Reviewer: Rosemary Bruce-White, Transportation/Land Use Planner

DEVELOPMENT REPORT

February 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

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 in progress.

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%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=

In the month of January, staff met with 2 potential applicants. 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.

Workforce— CareerForce is offering 2 forums to gather input on workforce priorities that will be included in their Regional Workforce Development Plan. The forum in Slayton is being held on February 25 from 9-11:30 a.m. at the Southwest Health and Human Services building.

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

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 will be held on September 29 at MinnesotaWest and September 30 at SMSU.

Southwest Business Development Network— The next network meeting is being held in Slayton on February 21 from 10-noon in the CRD Board Room and will have presenters from LYFT and the CEO program.

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 January 4. They will be presenting at the Heron Lake Foundation's Silent Auction on February 21. FDC members were asked to be on the Heron Lake City Council agenda on February 5 to build relationships. It is possible that an open house will be scheduled late Spring/early Summer. FDC is another option to gap lending. FDC is de-federalized as it is a Local Development Organization (LDO). FDC focuses on economic development improvements in the Heron Lake area and is looking for projects at this time. FDC will next meet on May 5 in Heron Lake at 8 a.m.

Agritourism— Preliminary discussions have started regarding a possible agritourism event in this region to include local foods and artists. If you are interested in being a part of planning, or have suggestions, please contact Communications Specialist Jessica Welu.

Diversity, Equity and Inclusion (DEI)— Via designated cultural diversity funds, the SRDC is a sponsor of the Cultures on the Prairie event taking place at SMSU in Marshall on February 11. They are planning 300 people to attend. This year they have teamed up with the SMSU Office of Diversity and Marshall Convention & Visitors Bureau. (Flyer & agenda following).

Housing— Staff attended an initial gathering in Windom to discuss a program called Building Together. It's a discussion concerning housing challenges and opportunities to help create a more stable foundation for assistance regarding home repair and maintenance. More information to follow.

C. COMMUNITY AND PHYSICAL DEVELOPMENT

Local Assistance / Land Use, Planning and Zoning

All-Hazard Mitigation Plans:

- Mitigation Plans for Cottonwood, Lincoln, Pipestone and Redwood Counties have been submitted to HSEM/FEMA for review.

Planning and Zoning:

- *Lincoln County Zoning*— Lincoln County met with SRDC staff January 27 to review changes made thus far and gave direction on efforts going forward.

Waste Management / Energy / Natural Resources

Waste Management:

- The Solid Waste commission met on January 27. The commission expressed interest in the possibility of conducting a feasibility study of a waste to energy facility.

Energy:

RMEB—Met on January 27. Election of officers resulted in Gene Metz as Chair, Tom Appel as Vice-Chair, Mic VanDeVere as Secretary, and Dan Wildermuth as Treasurer. The board approved up to \$6,000 in 2020 for SRDC to do PACE outreach activities. For the summer tour, staff will assist in organizing a visit for both RMEB and the Solid Waste Commission to the Wilmarth Generating Facility in Mankato on June 1. The major legislative issues are the new Clean Energy First Initiative and energy transmission capacity. Kevin Friesen from USDA Rural Development presented on the Rural Energy for America Program (REAP).

CERT Staff meeting— The focus on January 28 was Solar in Schools (<https://www.cleanenergyresourcetteams.org/SolarSchools>) and Spanish Language outreach to Latinx businesses throughout MN.

Murray County Energy Dialogue (Announcement)

Silverberg Building | Slayton

Thursday, February 20 | 1:00 p.m. - 5:00 p.m.

Friday, February 21 | 9:00 a.m. - 5:00 p.m.

Saturday, February 22 | 9:00 a.m. - 5:00 p.m.

Over the course of two and a half days, a randomly selected, demographically diverse group of Murray County residents will study and discuss community development and energy. Expert speakers will present on how energy development happens, how it impacts county and landowner finances, design guidelines, and most importantly, how these topics are experienced and perceived by community members. By the end of the event, participants will have identified opportunities and priorities for Murray County's energy future.

Although formal participation in the event is limited to the selected group of participants, anyone can attend to listen to the presenters and observe the event. We encourage you to join us! A complete event agenda is available at <https://www.iatp.org/rural-climate-dialogues/murray-county>.

This event is put on by the Institute for Agriculture and Trade Policy and the Jefferson Center. It is a non-partisan event meant to facilitate conversation and civic engagement. We do not represent any companies, energy developers, or units of government.

For more information, contact Tara Ritter at tritter@iatp.org.

GreenStep Cities:

- Marshall plans to update data, investigate ways to include Community Education in local food initiatives, explore efficiencies in current building projects (city hall, schools, housing), prepare for outreach at the Healthy Living Expo, and host an electric vehicle event.



As a local leader, your input is invaluable in developing regional workforce priorities and strategies for Southwest Minnesota.

To help us develop workforce priorities as part of our Regional Workforce Development Plan*, the Southwest Minnesota Workforce Development Board and the Southwest Minnesota Chief Elected Official Board would like to invite you to **attend one of two Regional Workforce Development Forums on February 25 or 28, 2020.** (Details below)

In addition, to provide valuable insight as we prepare for the Workforce Development Forums, [please complete this six question survey by February 18th.](https://www.surveymonkey.com/r/Workforce_SWMN)

Please join us!

RSVP to Wanda Hebrank by February 14th whebrank@swmnpic.org or 507.476.4060.

Tuesday, February 25, 2020

Registration at 8:30 am (continental breakfast will be available)

Discussion from 9:00 am – 11:30 am

Southwest Health and Human Services Community Room
3001 Maple Road, Slayton, MN

Friday, February 28, 2020

Registration at 8:30 am (continental breakfast will be available)

Discussion from 9:00 am – 11:30 am

Minnesota West Community & Technical College Cafeteria
1593 11th Ave, Granite Falls, MN

Thank you in advance for your time and expertise! I look forward to seeing you at one of the forums.

Best regards,

Carrie Bendix
Executive Director
Southwest Minnesota Private Industry Council, Inc.
Southwest Minnesota Workforce Development Board
Lyon County Government Center
607 West Main Street, Marshall, MN 56258
Phone: 507.476.2188 Fax: 507.537.6362



AGENDA

TUESDAY, FEBRUARY 11

EXPERIENCE THE STORIES, HISTORY, AND CULTURES THROUGHOUT SOUTHWEST MINNESOTA



8:30 – 8:45 WELCOME

8:45 – 9:30 EMPLOYER/WORKFORCE PANEL

9:30 – 9:45 VIDEO

9:45 – 10:15 STUDENT GROUP PRESENTATIONS

10:15 – 10:30 BREAK/VIDEO

10:30 – 10:45 TABLE TALK

10:45 – 11:30 STUDENT PANEL

11:30 – 12:00 CENSUS

CITY OF MARSHALL MAYOR BOB BYRNES: CITY CLERK, KYLE BOX: PARTNERSHIP SPECIALIST, JIM ACCURSO

12:00 – 12:45 LUNCH

12:45 – 1:15 KEYNOTE SPEAKER

SMSU PRESIDENT DR. KUMARA JAYASURIYA

1:15 – 1:45 STUDENT GROUP PRESENTATIONS

1:45 – 2:00 TABLE TALK

2:00 – 2:45 ADULT PANEL

2:45 – 3:00 CLOSING



Communications Report—February 2020

Local Communication Assistance—Staff sent a communications/marketing proposal to the Windom Area Chamber of Commerce to assist with their social media/marketing needs. Development Planner Jason Walker and Communications Specialist Jessica Welu are scheduled to present a marketing and outreach proposal to the Friends of the Casey Jones Trail Association on February 6th. Initial conversations have also started for assisting an RLF business with website development.

Staff is available to assist with local communication/marketing planning, ADA document compliance, document design, branding, etc.

MADO Quarterly Communications and Marketing Meeting—The first MADO Communications and Marketing staff meeting was held January 30 in Willmar. Communications staff were present from SRDC, RNDC, R5DC, WCI, UMVRDC, HRDC, and NWRDC (front cover picture: MADO Communications Staff). Topics discussed were communication strategies, workplans, creating greater engagement, ADA compliance, use of video marketing, and MADO website planning. MADO Communications staff are currently working on a proposal for a MADO Communications Plan and ADA Accessibility Plan, with anticipated presentation at the next Executive Directors meeting. The next Communications meeting is scheduled for April 30 in Alexandria.

Minnesota Network Learning Community—Development Planner Jason Walker and Communications Specialist Jessica Welu attended the second training January 14-15. The final training session is scheduled for March 10-11 in St. Cloud.

Communications Plan— Staff submitted the draft communications plan to TCU faculty at the end of December. Staff attended the winter Certified Public Communicator training January 10-11 in Fort Worth, TX (Report follows) where we received feedback on our draft plans. Planning work on the goal and strategies continues through March. The next focus area will be SRDC's role in regional crisis communication. Final Communication Plan drafts will be due to TCU in June. Summer training/graduation is scheduled for July 19-24.

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.

Communications Specialist's Report February 3, 2020

Friday, January 10th Highlights

Measurement for Your Plan & Why It Matters

Session Presenter: Dr. Julie O'Neil, Associate Dean of Strategic Communication at TCU

This session explored measurement and evaluation tools, their uses, and how to use these tools to find insight to improve performance. Levels of measurement and evaluation were discussed: 1. Basic, Production Measurement; 2. Measurement for Message Retention; and Measurement for Behavioral Changes. O'Neil stressed the importance of level 3 measurements as they can provide the most insight and stressed the need to move beyond level 1 measurements, to consider our end objectives and the call to action for our strategies and objectives.

Keywords, Google, Link-Building, and SEO

Session Presenter: Michael Magnus, Advertising and Creative Strategy Professor at TCU and University of Texas—Arlington

This session focused on Search Engine Optimization (SEO), which, simply, is how people research and are able to find an organization online. The session discussed SEO statistics and why SEO is important. According to research, 89% of customers begin their buying/research process with a search engine. While less than 10% of people click on paid search advertisements, search ranking is critical.

Estimated percentage of clicks received based on page ranks:

Rank	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10
Click %	32.5%	17.6%	11.4%	8.1%	6.1%	4.4%	3.5%	3.1%	2.6%	2.4%

The session discussed content, backlinks, and security as the three most important pieces of SEO. Magnus provided software and tool suggestions for researching SEO analytics specific to our organizations. The rest of the session we explored strategies for developing keyword-enriched content and link building, and how these two pieces affect SEO.

Insights from CPC Homework: Charting Your Organization's Communication, Communication Audit, and Developing a Social Media Plan

Session Presenter: Jacque Lambiase, Strategic Communication Department Chair at TCU

This fall we were asked to complete assignments each month. These assignments were turned in to TCU as development steps for our communication plans.

- In September we were asked to chart the flow of communication to and from our organization and answer questions about how many voices are heard, who oversees message content, what channels are used to communicate and to listen, who is our audience, what policies govern our interaction, and how do we characterize our side of community discussions.
- In October we were asked to audit our organization's communications. This included auditing our digital communication and traditional communication coming from our organization. We were then asked to complete a SWOT analysis and address what needs to change in the next 1-3 years to improve our strategic communication efforts.
- In November we were asked to write a social media policy for our organization. This policy will be included in the appendix of our plans.
- In December we were asked to turn in a draft of our communication plan.

The session reviewed these assignments, highlighted portions of work completed by the cohort, and provided a discussion on the insights we found and how to use these insights to strengthen our plans. The session then went on to discuss our plan drafts in detail. Some key questions asked were: what happens when you replace the word “audience” with “partner”? What happens when we view people as communication channels, not just “audiences”? What measurements most matter to us? How do our communication tasks change when we add demographic information for our internal and stakeholder audiences? Three important factors were also stressed: 1. We need to make clear connections between our communication goals and the organization's strategic initiatives, 2. We need to address crisis communication for our organizations (and in SRDC's case, this might also include for our region), 3. For those of us with 1-person departments, we need to address who our backup is and have a plan to train that backup on key communication tasks so that communication efforts are not lost in the event that we are not available.

Saturday, January 11th Highlights

Change Management: Changing the Way We Communicate Change

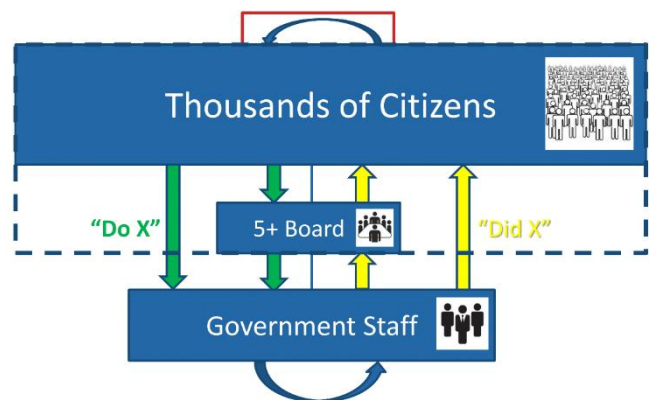
Session Presenter: Sarah Greer Osborne, Director of Communications and Media Relations, League City, TX

This session stressed that while communications is not the same as change management, for change management to really work, communication is essential and communications must be involved from the very beginning. Change management tools were then explored, including the 5Ps: Project, Purpose, Particulars, People and Payoffs; and ADKAR: Awareness, Desire, Knowledge, Ability, and Reinforcement. The session explored, in detail, the ADKAR tool, and addressed factors that influence change from each of the five areas.

The Science of Community Input

Session Presenter: Kevin Lyons, co-founder of FlashVote and CEO Governance Sciences Group

This session discussed the issues of government communication: Who do we listen to? How do we assure the community input we receive is an accurate view of the community we serve? We explored core communication purposes, how government communication channels have changed, why we need community input, and FlashVote results for citizens' perspectives on government, government communication and community input. Lyons discussed that usually existing public input is misleading. Challenges to community input were discussed. It can be from the same people, it can be we only hear the noise—



and the noisy are not representative of the many, it can be that community perception is flawed. Getting valid, representative community input is, however, essential. Lyons stated that to get a valid sample, the data must be statistically meaningful (between 250-600 responses), the response samples should not be self-selected or biased, and the input requested should be well structured and valid (unbiased questions with context). The rest of the session explored what community input could be helpful and ways to get better represented community input.

Small Group Plan Work and One-on-One Meetings with Our Faculty Advisors

We had time to work in small groups on communication plans and also had the opportunity to work one-on-one with our faculty advisors. My faculty advisor is Dr. Sarah Maben, Communications Professor at Tarleton State University, TX. I worked with Maben on measurement tactics of the communication goals and developed an outline for the establishment of SRDC as a partner in regional crisis communication. I will be working with Maben remotely through June on further development of our communication plan.

Preparation for Summer 2 Session

Prior to wrap-up, we gathered to discuss spring assignments, timelines for the rest of the communication plan process, including getting approval from our organization for the final plan implementation. At this time, the SRDC plan is set for implementation at the beginning of FY2021. The final plan will be due to TCU in June. Approval of the plan by TCU will happen during summer 2 session July 19-24, 2020.

Revolving Loan Fund (RLF) Report— February 2020

A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of \$210,000 (includes a \$20,000 Lyon County loan closed in January). The RLF loan committee has approved another \$25,000 loan to a Nobles County business, but that has yet to close.

B. RECENT ACTIVITY

RLF Committee—The committee meets as needed. The committee last met on January 6.

Servicing Issues—On-going loan servicing issues continue to be addressed. There is one business in Redwood County of particular concern.

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.swrdc.org/economic-development/revolving-loan-funds/>.

Southwest Human Resource Association—We are now a member of this association to further assist our RLF clients with issues that arise. They meet quarterly in Marshall with future dates as follows: April 23, July 23 and October 22.

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

Property Assessed Clean Energy (PACE)
Revolving Loan Fund Report— February 2020

A. FUNDS AVAILABLE

Funds are currently available in the approximate amount of \$119,700 (PACE ARRA Funds) and \$326,400 (PACE SEP Funds). SRDC Communications Specialist has assisted with outreach materials and promotion. There has been effort to get our ½ page flyers out to potentially interested businesses or agribusinesses. Staff focused on PACE in January on the KDOM Kaleidoscope.

26 loans have been approved thus far totaling \$957,212.06.

B. PACE COMMITTEE

The committee meets as needed or in conjunction with the RMEB. The committee last met January 27. Committee members are Metz, Wildermuth, Wachal, VanDeVere and Purvis. The next PACE committee will meet March 23 at Pizza Ranch in Slayton.

C. GENERAL INFORMATION

PACE is available to small businesses, including agri-businesses.

If you have groups in your area that would benefit from hearing about PACE, please contact Robin. In-person outreach is now a possibility again thanks to RMEB for allowing up to \$6,000 on concentrated PACE outreach efforts in 2020.

Staff is working with ReTAP and CERTs on a better way to track referrals for free energy assessments. PACE can be the financing source for improvements identified within the energy assessment.

A connection was made to the SMSU Marketing department. The PACE committee will consider their proposal in March.

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—February 2020

SRDC Transportation Committee— Nothing scheduled at this time.

Area Transportation Partnerships:

ATP 7 — Staff met with MnDOT District planner staff on January 14th in Mankato to discuss TAC duties, upcoming TA project scoring, and the SRDC workplan.

There was one project submitted for regional significance scoring for the upcoming ATIP. The project is the reconstruction of CSAH 29 in Jackson County with wider lanes and shoulders and redesigned with less steep slopes. The final score was turned in to MnDOT district 7 on February 11th.

Project selection for Transportation Alternatives funding is to take place on February 21st. There were no applications from our region for district 7.

ATP 8 — District 8 MnDOT Staff initiated a meeting between RDC and MnDOT planner staff within District 8 on January 10th in Granite Falls. Topics discussed were TAC meetings (their purpose, content, membership), TA applications, Bike Plan implementation, and the potential for RDC's to host bike/pedestrian counters.

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

Quarterly Transportation Planners meeting— Scheduled for February 11th through the 12th in Shoreview.

Minnesota's Transportation Conference— Staff will be attending the annual statewide transportation planners conference in St. Paul from March 3rd to March 4th.

Regional Transportation Coordination Council (RTCC)— Met on February 5th at 10:00 am.

Languages & Interpreter services in Southwestern Minnesota— All the work on the Languages & Interpreter Services in Southwestern Minnesota is complete.

Transportation Committee—Scheduled to meet March 31st at 1:00pm in the SRDC Board room. Items on the agenda include Corridor Coalition updates, Proposal for a new regional significance scoring process, a presentation on the MnDOT District 8 Freight Plan, MnDOT District 7 updates, and review of the draft of the Area Transportation Improvement Program (ATIP) both ATP 7 and 8.

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

Staff spoke with SHIP representatives about D8 Bicycle Plans along state highways in the MnDOT 5-10 years out plans about identifying communities and exploring what each city would like to see for bicycle accommodations. The list of communities was as follows:

- Marshall
- Minneota (during Active Living meeting they seemed to only want shared road signage and clear marking/signage/crossing to their existing trail in town.)
- Lake Benton
- Pipestone
- Redwood Falls

Safe Routes to School— Four communities submitted applications for SRTS Planning Grants: Adrian, Jackson, Tyler, and Wabasso.

Two communities submitted applications for SRTS Boost Grants: Tyler and Jackson.

Staff submitted budget estimates to MnDOT for each of the Planning Grant applications to aid in their decision-making process. Grant recipients should be announced in April 2020.

Minnesota Pay Equity Management System - Southwest Regional Development Commission(20-No Submission)

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Pay Equity Implementation Form

Information entered on this page is not submitted until you click "sign and submit." This page may be printed and shared with your governing body for approval. After you receive approval, you will need to come back to this page, complete the necessary information, then click "sign and submit."

Part A: Jurisdiction Identification

Jurisdiction: Southwest Regional Development Commission
2401 Broadway Avenue
Slayton

Jurisdiction Type: OTH - Other

Contact:	Name	Title	Phone	Email
	Dianne Crowley	Finance Director	507-836-8547	dcrowley@swrdc.org
	Jay Trusty	Executive Director	507-836-1636	execdir@swrdc.org

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was:

State Job Match ▼

Describe below if the job evaluation system used is: "The same as last year", "A new system", "A substantially modified system from last year", or another descriptor not listed here: (*less than 240 characters)

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and

There is no difference ▼ and female classes are not at a disadvantage.

3. An official notice has been posted at:

Lounge Bulletin Board

(prominent location) (*less than 60 characters)

informing employees that the Pay equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Southwest Regional Development Commission

(governing body) (*less than 60 characters)

Mike Kuhle

(chief elected official)(*less than 60 characters)

Chair

(title) (*less than 60 characters)

☐ Checking this box indicates the following:


- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Part C: Total Payroll

546620.89 is the annual payroll for the calendar year just ended December 31.



2401 Broadway Avenue, Suite 1
Slayton, MN 56172

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www.swrdc.org