



REGION NINE



**DEVELOPMENT
COMMISSION**

Board of Directors Meeting

Wednesday, March 8, 2023 | 4:30 p.m.



RNDC | 3 Civic Center Plaza, Suite 310, Mankato, MN

BOARD OF DIRECTORS MEETING

March 8, 2023 at 4:30 p.m. | Region Nine Development Commission

AGENDA

	<u>Time</u>	<u>Page</u>	<u>Action</u>
I. Call to Order	4:30		
II. Roll Call – <i>Vice Chair Boettger</i>			
III. Approval of Agenda		1	Action
IV. Appointment of Board Secretary			Action
V. Approval of November 9, 2022 Minutes		2	Action
VI. Treasurer's Report – <i>Treasurer Dranttel</i>		6	Action
VII. Chair's Report – <i>Chair Laven</i>			
A. Legislative Committee Update			
B. B&P Committee Update			
VIII. Finance Director's Report – <i>Ky Battern</i>	4:40	9	
A. Audit Update & Recommend Audit to Full Commission			Action
B. Tentative Budget Schedule			
C. Request to move Magic Fund and US Bank		25	Action
IX. Executive Director's Report – <i>Nicole Griensewic</i>	5:15		
A. Out of State Travel Request – <i>Ky Battern</i>		26	Action
B. Out of State Travel Request – <i>Paola Ferrario</i>		27	Action
X. Other Business	5:45		
A. Commissioner Updates			
B. Meeting Evaluation		Handout	
XI. Adjournment	6:00		Action

I. CALL TO ORDER

Chair Laven called the meeting to order at 4:29 p.m. at RNDC in Mankato, MN.

II. ROLL CALL

MEMBERS PRESENT: Andrea Boettger, Marie Dranttel, Mike Laven, Christian Lilienthal, Steve Rohlfing, Phil Schafer, Gary Sturm, Juliann Wiersma

MEMBERS EXCUSED: Tom Loveall, Blair Nelson

MEMBERS ABSENT: None

OTHERS PRESENT: Ky Battern, Leah Petricka, Nicole Griensewic

There was a quorum.

III. APPROVAL OF AGENDA

Boettger moved to approve the agenda as presented, Rohlfing seconded. Motion carried.

IV. APPROVAL OF SEPTMEBER 7, 2022 MINUTES

Rohlfing moved to approve the September 7, 2022 minutes as presented, Schafer seconded. Motion carried.

V. TREASURER'S REPORT

Dranttel presented the Treasurer's Report.

Schafer moved to approve the Treasurer's Report. Boettger seconded. Motion carried.

VI. CHAIR'S REPORT

Chair Laven shared November elections took place and there are no changes to the Full Commission.

Chair Laven noted that he participated in the MADDO All Staff Training that took place November 1-3. Laven shared that staff had positive reviews of the training.

VII. FINANCE DIRECTOR'S REPORT

Battern shared that the semi-annual reporting has completed and submitted.

Battern shared that RNDC audit is still ongoing.

Battern shared that RNDC has transitioned to FY23 budgets.

Battern shared that he and Frances Long will be visiting loan clients as a part of the RLF program.

Battern noted that he and Frances will also be visiting banks to promote RLF Program.

Battern noted that he has reached out to banker, Julie Baumgartner from Citizens Bank in New Ulm to network and market RNDC's RLF program.

IX. EXECUTIVE DIRECTOR'S REPORT

A. Strategic Plan, CEDS & APR Update

Leah Petricka updated the Board on the current process of the Strategic Plan. Petricka shared the RNDC action plan that has been drafted. Petricka shared as a result of the commission networking session there is interest in having RNDC become more involved in childcare, housing and environment and sustainability topics. Petricka noted that she and Griensewic have been in the process of interviewing candidates for an environment and sustainability position. Petricka asked the Board for input on the direction of how Board and Commission meetings should be conducted.

- The board noted to have more engagement at Full Commission meetings.
- The board recognized that the Board of Directors meetings are for the "hard work" and Full Commission meetings are generally for presentations.
- The board noted that having network time at the Full Commission meetings is beneficial.
- The board noted to Improve communication and tasks between RNDC Committees.

Petricka did note that she will be looking into different avenues for more engagement with RNDC committees.

Petricka asked the board for input on what metrics are important to the Board.

- The board noted receiving a RLF committee report.
- The board noted that they would be interested in knowing what kinds of phone calls RNDC receives to understand the general public's perception of RNDC's work.

Petricka shared that she is seeking to establish RNDC's main engagement priorities. Discussion followed.

B. MADO All Staff Training

Griensewic noted the November 1st, "Diversity of Thought" event was a positive experience for those who attended. Commissioner Wiersma shared positive reviews of the event and how it highlighted the arts in Mankato.

Griensewic shared the final speaker for the MADO All Staff Training was Dr. Brian Martensen, President, MinnPoly. Dr. Martensen spoke on the topic of how the relationship between RDO's and universities can be beneficial to both parties.

Griensewic asked for Battern's input on the training. Battern shared that the most beneficial aspect for him was the networking with colleagues from around the state.

C. Resolution 2022 – 07 Application to the Federal EDA

Griensewic requested a revised resolution to reflect "cash" vs. "in kind" language change.

Sturm moved to approve Resolution 2022 – 07 Application to the Federal EDA. Dranttel seconded. Motion carried.

D. Resolution 2022 – 08 Application to the Federal EDA

Griensewic requested a revised resolution to reflect "cash" vs. "in kind" language change.

Sturm moved to approve Resolution 2022 – 07 Application to the Federal EDA. Rohlfing seconded. Motion carried.

Griensewic asked Vice Chair Boettger to share any thoughts she had from the NADO Annual Training Conference. Boettger said the conference went well. Boettger reflected that the most beneficial aspect was networking with fellow MN colleagues. Discussion followed.

Griensewic shared that she will no longer be attending ACE in Ecuador due to protesting, civil unrest, and their President's Deceleration State of Emergency, as well as her workload capacity. Griensewic noted that Aaron Pacheco will already be traveling to Ecuador as a part of his research at Indiana University. The ACE Program allowed Pacheco to participate in place of Griensewic.

Griensewic noted that RNDC's 50th Celebration will take place at the January 11, 2023 Full Commission meeting at the Kato Ballroom.

Griensewic shared that Doug Trytten has been re-elected as the Mayor of Kiester. He is excited to rejoin the Full Commission assuming he gets the appointment in January after being sworn in.

X. OTHER BUSINESS

A. Commissioner Updates

Commissioners shared updates from their municipalities.

B. Meeting Evaluation

Chair Laven reminded the members of the Board to fill out the evaluation handout.

XI. ADJOURNMENT

Lilienthal moved to adjourn. Boettger seconded. Motion carried.

The meeting adjourned at 6:10 p.m.

Mike Laven, Chair

Gary Sturm, Secretary

REGION NINE DEVELOPMENT COMMISSION
TREASURER'S REPORT
December 31, 2022

CASH BALANCE November 30, 2022 **\$ 2,625,910.94**

Cash Receipts - Checking	242,292.57	
Cash Receipts - Savings	-	
6 County deposits and interest	1,110.20	
9 County deposits and interest	7,891.21	
Tornado deposits and interest	4,273.03	
Cares deposits and interest	9,413.95	
Micro deposits and interest	817.17	
Interest	1,491.75	
TOTAL RECEIPTS		\$ 267,289.88

Payroll Disbursements		(92,964.71)
Accounts Payable & Other Disbursements		(38,792.57)

CASH BALANCE December 31, 2022 **\$ 2,761,443.54**

Region Nine Checking and Savings	
Checking	\$ 304,727.22
Savings	19,639.25
Total	\$ 324,366.47

Revolving Loan Funds	
6 County	\$ 158,007.39
9 County	881,545.67
Tornado	419,511.12
Cares Act	163,203.15
Micro	814,809.74
Total	\$ 2,437,077.07

CASH BALANCE December 31, 2022 **\$ 2,761,443.54**

REGION NINE DEVELOPMENT COMMISSION
NOVEMBER 2022 CASH RECEIPTS
FY23

Description	Amount	
DATE: 12/1/2022		
Scott County ACH Payment	4,230.33	
TOTALS		4,230.33
DATE: 12/2/2022		
Faribault County ACH Payment	21,905.65	
Blue Earth County ACH Payment	74,052.48	
Brown County ACH Payment	26,236.70	
TOTALS		122,194.83
DATE: 12/6/2022		
EDA ACH Payment	5,771.14	
TOTALS		5,771.14
DATE: 12/7/2022		
Check #1135	2,000.00	
Sibley County Payment Check #416379	20,797.13	
Nicollet County Payment Check #205952	32,417.09	
Waseca County Payment Check #52326	21,550.91	
City of Comfrey Check #38785	500.00	
Le Sueur County Payment Check #71556	6,802.30	
TOTALS		84,067.43
DATE: 12/23/2022		
MN State-Mmb ACH	4,910.64	
TOTALS		4,910.64
DATE: 12/29/2022		
Principal Life Dividend Check #14144798	2,309.12	
SMIF Prosperity Initiative Pymt. Check #53325	375.00	
City of Mapleton Comp Plan Check # 29703	2,500.00	
Watsonwan County Payment Check #63029	13,641.13	
WCRA Surplus Distribution Check # 7744	75.95	
LMC Dividend Check # 189482	2,217.00	
TOTALS		21,118.20
November 2022 TOTALS		242,292.57

Region Nine Development Commission
Board Payment Listing - November, December, January

Check#	Check Date	Vendor Name	Check Amount	Description
115587	11/09/2022	Absolute Catering	317.71	Catering MarksNelson Training 8/11/22 - Commission Meeting
115588	11/09/2022	Boettger, Andrea S	2,270.57	Board Meeting Stipend and Travel Reimbursements 10/12 to 10/19
115589	11/09/2022	Branstad, Patricia	3,690.00	CMS and Germany Delegation Consulting July to October - Invoice #2
115590	11/09/2022	GHG Corporation	75.00	Clockwise Timesheet Software November - Invoice # 92725
115591	11/09/2022	GMS	40.00	Monthly License and Warranty November - Invoice # 280210
			245.00	Monthly RLSS Support November - Invoices 279239, 279842, and 279843
115592	11/09/2022	Goodwin, Nancy	1,575.00	Bush Grant Planning Support/Consulting/Facilitation - 10/4/22 to 11/1/22
115593	11/09/2022	Karen Stevenson/Security Storage Systems	100.00	November Storage - Reference # 20103
115594	11/09/2022	Kato Events Center	1,796.65	MADO Conference Room Rental and Meals 11/1/22
115595	11/09/2022	Klaseus, Susan	1,800.00	October RLF Consulting - Research, Meetings, Prep Work
115596	11/09/2022	Lime Valley Advertising Inc	1,581.25	Creative and Programming Services for Website Refresh - Invoice # 22360
115597	11/09/2022	Metro Sales Inc	377.25	Copier Lease Base Charge 10/27/22 to 11/26/22 - Invoice # INV2151922
			463.64	Copier Contract Usage Charge 7/27/22 to 10/26/22 - Invoice # INV2152620
115598	11/09/2022	Spectrum	119.98	Business Internet Service 10/23/22 to 11/22/22 - Invoice 0820665102322
115599	11/09/2022	Thriveon Inc	11,455.00	Micorsoft Modern Workplace 30% Downpayment - Invoice # 167837
			586.60	Windows Server 2022 - 2 Core Pack - Invoice # 167836
			2,702.96	November IT Support - Invoice # 167897
			47.23	November Voice Service - Invoice # 167896
115600	11/09/2022	Vanderberg Cleaning Services LLC	350.60	Janitorial Services November - Invoice # 14634
115601	11/09/2022	Branstad, Patricia	395.20	Reimburse Difference for Germany Flight
115602	11/09/2022	Laven, Mike	1,464.68	Region 9 Germany Delegation Flight Reimbursement
115603	11/09/2022	McCormick, Jamie	649.48	Reissue Check Payable to NADO
	12/06/2022		649.48	Reissue Check Payable to NADO
115604	11/09/2022	Minnesota Pollution Control Agency	935.08	Region 9 Germany Delegation - Flight Reimbursement for Frank Kolasch
115605	11/09/2022	Wells Fargo	49.15	Office Depot Mankato, MN 9/21 - FL
			32.89	Hy-Vee Mankato - Fuel for Traverse 9/30 - KB
			15.06	Pizza Ranch Waite Park, MN 9/30 - Meal for Conference - KB
			1,046.28	Germany Flight for Paola 10/6 - Airline Ticket - PF
			1,155.08	Germany Flight for Sabri 10/7 - Airline Ticket - SF
			1,248.38	Germany Flight for Nate 10/7 - Airline Ticket - NG
			20.00	UCC Termination Filing for Chippewa Packaging - 10/12 - KB
			20.00	UCC Termination Filing for Diamond Dust Bakery - 10/12 - KB
			64.32	Loan Payoff Packets Mailed and Stamps 10/20 - KB
115606	11/09/2022	Wells Fargo	28.00	Home Plate LeCenter BUSH Discovery Session 9/22/22 - KB
115607	11/09/2022	Wells Fargo	336.75	GMG Professional Development 2022 Workshop - 9/28/22 - AB
115608	11/09/2022	Wells Fargo	187.29	Annual Emerging Farmers Conference Registration for Sabri - 9/26 - HB
			550.00	MN State Parks Gift Cards for Staff - 9/26 - HB
			51.50	Indiana State Parks Gift Card - 9/27 - HB
			23.00	Amazon - Kleenex for Office - 9/28 - HB
			66.07	Amazon - Pens, WD40, Foot Rest - 10/4 - HB
			56.48	Amazon - Post It Sticky Easel Pad - 10/5 - HB
			51.44	Amazon - Printer Paper, Markers - 10/6 - HB
			115.80	Walgreens Mankato, MN - Gift Cards for Eagle Lake Winners - 10/10 - HB
			100.00	Mankato Brewery - Down Payment for MADO Event 11/2/22 - 10/10 - HB
			50.00	Michigan State Park Gift Card - 10/10 - HB
			105.93	Jake's Stadium Pizza - Lunch and Learn - 10/11 - HB
			56.97	Amazon - Lanyards, Binders - 10/18 - HB
			30.23	Amazon - File Folders, Organizers - 10/18 - HB
115609	11/09/2022	Wells Fargo	0.99	Apple iCloud Storage - 9/25 - NG
			1,688.22	Airline Ticket Ecuador - 10/3 - NG
			80.00	Airline Ticket Ecuador Price Increase - 10/12 - NG
			36.91	PF Chang's Edina, MN - 10/14 Meal - NG
			7.15	Wyndham Grand Pittsburgh, PA - 10/15 Meal - NG
			40.48	Lyft Ride Pittsburgh, PA - 10/15 - NG
			112.96	Revel and Roost Pittsburgh, PA - Meal 10/15 - NG AB
			53.48	Morton's Steakhouse Pittsburgh, PA - Meal 10/15 - NG
			7.15	Wyndham Grand Pittsburgh, PA - Meal 10/16 - NG
			45.99	Revel and Roost Pittsburgh, PA - Meal 10/16 - NG AB
			18.07	Lyft Ride Pittsburgh, PA - 10/17 - NG
			54.01	Grand Concourse Pittsburgh, PA - Meal 10/17 - NG
			35.31	24 Marketplace Pittsburgh, PA - Meal 10/18 - NG AB
			40.42	Primanti Brothers Pittsburgh, PA - Meal 10/19 - NG AB
			1,054.50	Wyndham Grand Pittsburgh, PA 10/14 to 10/18 - Hotel Stay 10/19 - NG
			18.23	QDoba Mexican Eats Shakopee, MN - Meal 10/19 - NG
115610	11/09/2022	Wells Fargo	34.79	Lyft Ride Pittsburgh, PA - 10/20 - NG
			47.79	Radermacher's Market LeCenter, MN - EDA Planning Supplies - 9/21 - LP
			30.00	O'Keefe's Meat Market LeCenter, MN - EDA Planning Supplies - 9/22 - LP
			385.41	LinkedIn Job Posting Env Sustainability Planner - 10/4 - LP
115611	11/09/2022	Wells Fargo	59.51	HyVee Mankato, MN Fuel for Traverse 9/29 - JH
115612	11/14/2022	Wells Fargo	1,593.38	Airline Ticket Germany Virginia Mooty Rutter
			12,636.15	Novotel Munster Clty - Hotel Rooms Germany Delegation
115613	11/17/2022	Minnesota Secretary of State - Notary	120.00	Notary Application - Ky Battern
115614	11/17/2022	Minnesota Secretary of State - Notary	120.00	Notary Application - Frances Long
115615	11/17/2022	Neubau Holdings LLC	3,115.00	December Office Lease Payment
115616	11/17/2022	CenturyLink	149.07	Phone Service 10/8 to 11/7 - Invoice # 616516183
115617	11/17/2022	Battern, Ky	28.99	Fuel for Traverse Reimbursement
115618	11/17/2022	Yang, Jianli	620.61	Airfare Reimbursement for MADO Conference Speaking Engagement
115619	11/17/2022	Lilienthal, Christian	86.25	Mileage and Per Diem - 11/9 Board Meeting
115620	11/17/2022	Schafer, Philip H	118.13	Mileage and Per Diem - 11/9 Board Meeting
115621	11/17/2022	Dranttel, Marie	55.62	Mileage and Per Diem - 11/9 Board Meeting
115622	11/17/2022	Sturm, Gary L	90.00	Mileage and Per Diem - 11/9 Board Meeting
115623	11/17/2022	Laven, Mike	40.00	Per Diem - 11/9 Board Meeting
115624	11/17/2022	Rohlfing, Steve J	26.25	Mileage - 11/9 Board Meeting

Check#	Check Date	Vendor Name	Check Amount	Description
115625	11/17/2022	Principal Life Insurance Company	305.02	Life Insurance Premiums 11/15 to 12/14 - Account Number 1125885-10001
115626	11/17/2022	International Economic Development Council	252.50	Real Estate Development Course Registration Leah Petricka - Invoice # 104993
115627	11/17/2022	Mayo Event Center	7,349.13	Facility Rental and Catering Services 11/2/22 and 11/3/22 - Invoice # 8857
115628	11/17/2022	Kruse, David	96.00	MADO Monthly Dashboard Hosting - Invoice # KT2136
115629	11/17/2022	First Children's Finance	206.25	Mileage Reimbursement for MADO Conference Travel - Invoice # RNDC 2022-11-09
115630	11/17/2022	American Solutions for Business	929.39	RNDC Annual Report - Invoice # INV06367988
115631	11/17/2022	Colin Scharf	4,095.85	MADO Retreat Speaking/Performing Engagement 11/1/2022
115632	11/17/2022	Greater Mankato Growth Inc	795.00	2023 Membership Nicole Griensewic - Invoice # 65286
115633	11/17/2022	Verizon Wireless	126.07	Hot Spot Service 10/9/22 to 11/8/22 - Invoice # 9920053125
115634	11/30/2022	Express Services Inc	594.60	Alex Kreiling -- RNDC Reimbursement for Services December 2021 Invoice # 26483269
115635	12/02/2022	River Bend Business Products	186.29	Supplies Madelia SRTS - Invoice # 377448-00
115636	12/02/2022	RMiller Consulting Global Advisors	2,840.00	Willfredo Reyes October Consulting - Invoice #B012
115637	12/02/2022	Internet Connections Inc	300.00	Replace Filebase Pro w/ WP File Download - Invoice # 178889
115638	12/02/2022	Bethany Lutheran College	479.60	Catering for 10/12/22 Commission Meeting - ID Number 162371
115639	12/02/2022	Xcel Energy	64.92	Electricity Service 10/12/22 to 11/12/22 - Statement # 804519813
115640	12/02/2022	Consolidated Communications	749.52	Phone Service 11/15/22 to 12/14/22 - Account Number 507-387-7105/0
115641	12/02/2022	NADO	4,000.00	2023 Membership Nicole Griensewic - Invoice # INV-21195-V4Z7M8
115642	12/02/2022	NADO	35.00	ATC Headshots Andrea Boettger - Invoice # INV-20846-K0D5Y4
115643	12/02/2022	NADO	35.00	ATC Headshots Nicole Griensewic - Invoice # INV-20847-D2H5K3
115644	12/02/2022	Spirited Journeys LLC	1,395.00	USDA Consulting 10/1/22 to 10/31/22 - Invoice # 1229
115645	12/02/2022	The Free Press	435.36	Subscription Renewal 2023 - Account # 123512903
115646	12/02/2022	Rathskeller Inc	62.94	Catering Services for 10/31/22 - Invoice # 353
115647	12/02/2022	Spectrum	119.98	Internet Service 11/23/22 to 12/22/22 - Invoice # 0820665112322
115648	12/02/2022	Goodwin, Nancy	2,317.43	Bush Grant Planning Support 11/2/22 to 11/30/22
115649	12/02/2022	Creative Ad Solutions Inc	53.38	Mug and Two Name Badges for Sam - Invoice # INV26133
115650	12/02/2022	Thriveon Inc	2,775.37	Monthly IT Support and Licenses for December - Invoice # 169124
115651	12/02/2022	Thriveon Inc	47.23	Voice Phone Basic for December - Invoice # 169123
115652	12/02/2022	Wells Fargo	30.22	Amazon - San Disk Memory Card - 10/21 - HB
			18.95	Amazon - Camera Batteries - 10/21 - HB
			161.78	Gallup Store - Strengths Finder for 3 Potential Candidates - 10/28 - HB
			37.51	Schmidt's Meat Market - Food for Taste of the Region MADO - 10/29 - HB
			14.33	Hy-Vee - Popcorn for Taste of the Region MADO - 10/31 - HB
			53.93	Gallup Store Strengths Finder for Potential New Hire - 11/1 - HB
			208.13	Indeed Sponsored Job Posting - 11/1 - HB
			422.09	Hilton Garden Inn Hotel Stay for Dr. Yang MADO Conference - 11/2 - HB
			16.20	Hilton Garden Inn Meal Dr. Yang - 11/2 - HB
			435.78	Hilton Garden Inn Hotel Stay Paola 3 Nights MADO - 11/3 - HB
			110.05	Amazon 2 Plaques - 11/8 - HB
			17.38	Amazon Printer Paper - 11/8 - HB
			15.98	Hy-Vee Mankato - Cookies for Commission Meeting - 11/9 - HB
			468.00	Survey Monkey Professional Subscription - 11/9 - HB
			55.02	Amazon Office Supplies - 11/10 - HB
			24.24	Amazon File Folders - 11/10 - HB
			182.80	Amazon Office Supplies - 11/12 - HB
			553.00	Swissotel Quito Ecuador - Hotel Stay for Aaron - 11/15 - HB
			44.00	Background Check Samuel Sharp - 11/16 - HB
			9.40	USPS - Returned Scarf to MADO Attendee in Bemidji - 11/19 - HB
115653	12/02/2022	Wells Fargo	0.99	Apple Subscription for December - 10/25 - NG
			117.84	George's Fine Steaks New Ulm, MN - Meal with Dr. Yang and Andrea - 10/31 - NG
			116.76	Pub 500 Mankato, MN - Meal with Dr. Yang and Paola - 11/1 - NG
			10.00	U of M Parking - 11/17 - NG
			7.00	U of M Parking - 11/17 - NG
115654	12/02/2022	Wells Fargo	27.70	Hy-Vee Mankato, MN - Fuel and Car Wash for Traverse - 11/18 - KB
			3.66	Hotel Berlin, Germany - adjustment for conversion to Euros - 11/14 - KB
115655	12/02/2022	Wells Fargo	252.50	IEDC RealEstate Development and Reuse Course - 11/2 - AB
			65.00	GreenSeam Rural Forum Event and Dinner
115656	12/02/2022	Wells Fargo	54.86	Kwik Trip Dakota, MN - Fuel for Traverse - 10/29 - SF
			20.56	Khunnai Thai Cuisine Minneapolis, MN - Meal - 11/12 - SF
			131.35	Best Western Shoreview, MN - Hotel Stay - 11/13 - SF
			37.99	Hy-Vee Mankato, MN - Fuel for Traverse - 11/14 - SF
			55.23	Hotel Reimbursement - Onalaska WI - Traveling to MN for Germany Delegation
115658	12/02/2022	Ferrario, Paola	145.26	Hotel Stay for MADO Conference - 11/3 - LP
115659	12/05/2022	Wells Fargo	12.80	Hy-Vee Mankato, MN - Snacks for Community Meeting - 11/9 - LP
			7.99	Mackenthun's Fine Foods Montgomery, MN - Cookies for Community Meeting - 11/15 - LP
115660	12/07/2022	Principal Life Insurance Company	305.02	Life Insurance Premiums 12/15 to 1/14 - Account # 1125885-10001
115661	12/07/2022	NADO	649.48	RNDC Germany Delegation - Airfare Reimbursement Jamie McCormick
115662	12/07/2022	NADO	485.00	2023 NADO Conference Registration - Mike Laven - INV-21300-R9B357
115663	12/07/2022	NADO	485.00	NADO Member Registration - Nicole Griensewic - INV-21299-N1B4Z8
115664	12/07/2022	NADO	485.00	NADO Member Registration - Andrea Boettger - INV-21298-M2V3G9
115665	12/07/2022	Smith, Ken	287.90	Reimbursement for Lunch 12/7/22 - RNDC Germany Delegation
115666	12/07/2022	Living Earth Center	2,320.50	USDA Grant Expenditures October 2022 - Invoice # 1009
115667	12/07/2022	United Team Elite	63.00	Region 9 Polo Shirts (2) - Invoice # 6844
115668	12/07/2022	Region Nine Area Inc	60.00	Reconciliation Learning Journey -- Move Funds from RNDC Account to RNAI Account
115669	12/07/2022	Ferrario, Paola	76.00	Reimbursement for German Translator 12/5/22
115670	12/07/2022	Ferrario, Paola	35.80	Reimbursement for International Calls - Germany 11/14 and Ecuador 11/15
115671	12/07/2022	GMS	140.00	Monthly Billing - License and Warranty/Service and Support - Invoice # 280725 & 280726 - Account # 940
115672	12/07/2022	GMS	40.00	Monthly License and Warranty Addl. Dir. - Invoice # 281142 - Account # 940
115673	12/07/2022	Spirited Journeys LLC	1,642.50	USDA Grant Expenditures 11/1/22 to 11/29/22 - Invoice # 1244
115674	12/07/2022	GHG Corporation	80.00	Clockwise Timesheet Software - Invoice # 93095
115675	12/07/2022	GHG Corporation	75.00	Clockwise Timesheet Software September- Invoice # 91988
115676	12/07/2022	Omar, Ayan	138.75	Mileage and Per Diem 11/1, 11/4, and 11/16 Meetings
115677	12/07/2022	Metro Sales Inc	377.25	Copier Lease 11/27 to 12/26 - Invoice # INV2171769
115678	12/07/2022	Lime Valley Advertising Inc	718.75	Website Refresh Ongoing Billing - Invoice # 22360.01
115679	12/07/2022	Vanderberg Cleaning Services LLC	350.60	Janitorial Services - Invoice # 14824
115680	12/07/2022	Karen Stevenson/Security Storage Systems	100.00	December Storage - Customer Account ID Reg9Dev
115681	12/07/2022	Shred-It, C/O Stericycle Inc	126.23	Shredding Services - Invoice # 8002752363
115682	12/07/2022	American Solutions for Business	26.97	Business Cards Sam Sharp - Invoice # INV06404009

Check#	Check Date	Vendor Name	Check Amount	Description
115683	01/11/2023	Boettger, Andrea S	72.50	11/9/22 Board Meeting Stipend and Mileage
115684	01/11/2023	CenturyLink	147.02	Phone Service 11/8/22 to 12/7/22 -- Invoice # 620603309
115685	01/11/2023	Consolidated Communications	749.52	Internet Service 12/15/22 to 1/14/23 - Account # 507-387-7105/0
115686	01/11/2023	Friesen's LLC dba Wooden Spoon	236.55	Catering 12/1/22 - Invoice # 000170
115687	01/11/2023	GMS	140.00	RLSS Monthly Billing - Invoice #s 281466 and 281467
			40.00	Monthly License & Warranty - Invoice # 282431
115688	01/11/2023	Goodwin, Nancy	1,207.92	Bush Grant Planning Support 12/1 to 12/21
115689	01/11/2023	Karen Stevenson/Security Storage Systems	100.00	January Storage - Customer ID Reg9Dev
115690	01/11/2023	Klaseus, Susan	375.00	RLF Consulting November
			2,287.50	RLF Consulting December
115691	01/11/2023	Kruse, David	96.00	January Dashboard Hosting - Invoice # KT2141
			96.00	December Dashboard Hosting - Invoice # KT2139
115692	01/11/2023	Lime Valley Advertising Inc	1,703.50	Programming Services Website Refresh - Invoice # 22360.02
115693	01/11/2023	Long, Frances	60.00	Postage Reimbursement 1/9/23
115694	01/11/2023	Mankato Parking, City of	129.45	Parking Fees December - Invoice #15457
115695	01/11/2023	Metro Sales Inc	377.25	Copier Lease - Invoice # INV2190666
115696	01/11/2023	Neubau Holdings LLC	3,115.00	January Office Lease Payment
115697	01/11/2023	Nicollet County Recorder Office	46.00	Release of Mortgage for Kenneth and Susan Johnson
115698	01/11/2023	Principal Life Insurance Company	305.02	Life Insurance 1/15/22 to 2/14/22 - Account # 1125885-10001
115699	01/11/2023	River Bend Business Products	32.50	Certificate Holders and Full Color Prints - Invoice # 378042-00
115700	01/11/2023	Shred-It, C/O Stericycle Inc	127.66	Shredding Service December - Invoice # 8002950815
115701	01/11/2023	Spectrum	119.98	Business Internet 12/23/22 to 1/22/23 - Invoice # 0820665122322
115702	01/11/2023	Spirited Journeys LLC	1,125.00	USDA Grant Expenditures 12/22 - Invoice # 1275
115703	01/11/2023	Thriveon Inc	3,088.80	IT Support January -- Invoice # 169602
			48.63	ThrivVoice Basic for January - Invoice # 169601
115704	01/11/2023	Vanderberg Cleaning Services LLC	388.35	Janitorial Services January - Invoice # 14987
115705	01/11/2023	Verizon Wireless	292.51	Cell Phone and HotSpots 11/9 to 12/8 - Invoice # 9922435472
115706	01/11/2023	Xcel Energy	64.36	Electricity Service 11/12/22 to 12/13/22 - Invoice # 808628206
115707	01/11/2023	Zacharias, Nathan	103.75	Mileage Reimbursement for MADO Conference - Invoice # 1
115708	01/11/2023	Boettger, Andrea S	640.35	Germany Trip Reimbursements
115709	01/11/2023	Branstad, Patricia	825.71	Germany Trip Reimbursements
			60.00	Out of Country Phone Usage Reimbursement
115710	01/11/2023	Colin Scharf	4,050.00	Interviews and Bios for Germany Delegation
115711	01/11/2023	Ferrario, Paola	18.40	Uber Reimbursement 12/9 Dusseldorf
			27.00	Land to Air Reimbursement - 1/9/23
			18.40	Uber Reimbursement 12/9 Dusseldorf
			27.00	Land to Air Reimbursement - 1/9/23
115712	01/11/2023	Pacheco, Aaron	79.55	Taxi Reimbursement- Munster 12/4/22
115713	01/11/2023	Peter Meuren	4,937.82	Interpretation Services 12/5/22 to 12/9/22
115714	01/11/2023	Ferrario, Paola	18.06	Reimbursement Uber Dusseldorf - 12/9/22
115715	01/12/2023	Wells Fargo	144.60	Train Tickets Dusseldorf - 12/3 - PF
			35.08	Super Market Snacks Muenster - 12/3 - PF
			52.89	Supermarket Snacks Muenster - 12/3 - PF
			272.34	Losteria Dinner for Delegation, Muenster - 12/3 - PF
			278.23	Investhotel Muenster - Dinner for Delegation - 12/3 - PF
			27.82	Investhotel Dinner for Delegation Tip - 12/3 - PF
			436.96	Caf Med Muenster Dinner for Delegation - 12/5 - PF
			302.12	Baeckerel Liesenkoetter Saerbeck - Lunch for Delegation - 12/6
			2,346.60	Markt 23 Saerbeck - Catered Meal for Delegation - 12/6 - PF
			580.36	Schluessel Gastronomie Dusseldorf - Lunch for Delegation - 12/8 - PF
			12.13	Taxi Ride Duesseldorf - 12/8 - PF
			288.60	Uerige Obergaeirige Duesseldorf - Dinner for Delegation - 12/8 - PF
			9.67	Uber Trip Duesseldorf - 12/9 - PF
			9.59	Uber Trip Duesseldorf - 12/9 - PF
			17.39	Uber Trip Duesseldorf - 12/9 - PF
			17.39	Uber Trip Duesseldorf - 12/9 - PF
			411.06	Brauerei Im Fuechschchen Duesseldorf - Lunch for Delegation - 12/9 - PF
			19.65	Taxi Ride Duesseldorf - 12/9 - PF
			19.02	Taxi Ride Dusseldorf - 12/9 - PF
			16.38	Taxi Ride Dusseldorf - 12/9 - PF
			312.19	Melia Dusseldorf - Lunch for Delegation - 12/9 - PF
			19.54	Uber Trip Amsterdam - 12/9 - PF
			1.06	Tip for Uber Trip 12/10 - PF
			153.56	Melia Dusseldorf - Hotel Room 12/10 - PF
			17.44	Uber Trip Amsterdam - 12/10 - PF
115716	01/12/2023	Wells Fargo	20.00	Secretary of State UCC Filing Stay and Play Childcare (3024) - 11/23 - FL
			20.00	Secretary of State UCC Filing NGSW Properties (3020) - 11/28 - FL
			20.00	Secretary of State UCC Filing Medieval Metalwerx (2096) - 11/28 - FL
			20.00	Secretary of State UCC Filing Olson & Olson (3021) - 11/28 - FL
			4,860.60	Melia Dusseldorf Hotel Deposit - 11/29 - PF
115717	01/12/2023	Wells Fargo	13.83	McDonald's Jordan, MN - Meal Nicole - 12/10 - NG
			13.97	USPS Package Mailed to Madelia - 11/28 - SF
			18.10	Uber Ride Dusseldorf - 12/9 - SF
			1.06	Uber Ride Dusseldorf Tip - 12/9 - SF
115718	01/12/2023	Wells Fargo	33.89	Taxi Ride Dusseldorf - 12/10 - NG
115719	01/12/2023	Wells Fargo	27.00	Shuttle Ride from MSP Airport - 12/10 - NG
			10.85	USPS - Mail Plaque to Calvin Howard - 11/21 - HB
			10.74	Tandem Bagels Mankato Welcome Lunch for Sam (late order for Sabri) - 11/28 - HB
			58.63	Tandem Bagels Mankato Welcome Lunch for Sam - 11/28 - HB
			85.00	Coalition of Greater MN Cities Event Registration for Nicole - 12/6 - HB
			6.15	Mail Scarf to MADO Attendee - 12/7 - HB
			5.99	Hy-Vee Mankato - Cookies for Meeting with Commissioners - 12/12 - HB
			335.83	Target Mankato - Staff Supplies for Wellness - 12/13 - HB
			10.00	Target Mankato Wellness Supplies for Staff Split Charge - 12/13 - HB
115720	01/13/2023	Creative Ad Solutions Inc	471.91	Region 9 Pens - Invoice # INV-26343
115721	01/13/2023	Laven, Mike	40.00	Commission Meeting Per Diem 1/11
115722	01/13/2023	Omar, Ayan	99.65	Commission Meetings and Per Diem and Mileage

Check#	Check Date	Vendor Name	Check Amount	Description
115723	01/13/2023	Lilienthal, Christian	85.85	Commission Meeting Per Diem and Mileage - 1/11
115724	01/13/2023	Kratzke, Dawn	84.54	Commission Meeting Per Diem and Mileage - 1/11
115725	01/13/2023	Glidden, Elroy	82.57	Commission Meeting Per Diem and Mileage - 1/11
115726	01/13/2023	Schlueter, Scott A	72.09	Commission Meeting Per Diem and Mileage - 1/11
115727	01/13/2023	Tuck, Brigid	87.16	Commission Meeting Per Diem and Mileage - 1/11
115728	01/13/2023	Loveall, Tom H	85.85	Commission Meeting Per Diem and Mileage - 1/11
115729	01/13/2023	Rohlfing, Steve J	27.51	Commission Meeting Mileage - 1/11
115730	01/13/2023	Peterson, Richard L	118.60	Meetings Per Diem and Mileage 9/16/22 through 1/11/23
115731	01/13/2023	Nelson, Blair	79.30	Commission Meeting Per Diem and Mileage - 1/11
115732	01/13/2023	Femrite, Lyle	51.79	Commission Meeting Per Diem and Mileage - 1/11
115733	01/13/2023	Bradley Devos	52.05	Commission Meeting and Mileage - 1/11
115734	01/13/2023	Milbrath, Mary	49.83	Commission Meeting Per Diem and Mileage - 1/11
115735	01/13/2023	Harris, Paul	88.47	Commission Meeting Per Diem and Mileage - 1/11
115736	01/13/2023	Richter, Gary	109.43	Commission Meeting Per Diem and Mileage - 1/11
115737	01/13/2023	Cooling, Steven	74.06	Commission Meeting Per Diem and Mileage - 1/11
115738	01/13/2023	Norton, Lisa	44.45	Commission Meeting Per Diem and Mileage - 1/11
115739	01/13/2023	Nielsen, Bob	113.36	Commission Meeting Per Diem and Mileage - 1/11
115740	01/13/2023	Schafer, Philip H	125.15	Commission Meeting Per Diem and Mileage - 1/11
115741	01/13/2023	Abdo	8,000.00	Audit Progress Billing
115742	01/20/2023	CenturyLink	147.83	Telephone Service 12/8/22 to 1/7/23 - Invoice # 624451707
115743	01/20/2023	Kato Events Center	2,160.00	Event Center Rental and Catering for 1/11/23 Commission Meeting and 50th Celebration
115744	01/20/2023	Monday.com, LTD	6,666.77	Monday.com Enterprise Plan for Region Nine
115745	01/20/2023	Rivercrest Consulting, Inc.	1,000.00	Videography Service for RNDC Germany Delegation - Invoice # 1023
115746	01/20/2023	US Highway 14 Partnership	250.00	2023 Membership for Nicole Griensewic
115747	01/20/2023	Verizon Wireless	142.19	Cell Phone and Hotspot Service 12/9 to 1/8 - Invoice # 9924817916
115748	01/27/2023	Goodwin, Nancy	225.00	Bush Grant Planning Support/Consultation/Facilitation - 12/21 to 12/31
	01/30/2023		225.00	Bush Grant Planning Support/Consultation/Facilitation - 12/21 to 12/31
115749	01/30/2023	Goodwin, Nancy	225.00	Bush Grant Planning Support/Consultation/Facilitation - 12/21 to 12/31
116657	12/02/2022	Wells Fargo	20.91	Walgreen's Chicago, IL - Index Cards and Printer Paper - 11/9 - PF
Check Total			165,319.35	
Report Total:			165,319.35	

Finance

- We regained access to our accounting system in mid-January after high level data recovery restored our system in its entirety. This expense was paid for by our Tech administrator, Thriveon. Thriveon dedicated a technician to restoring our system and we were appreciative of their recovery efforts. Since then, we've been working to get year end reporting done, the backlog of bills, and information requested as part of the FY22 audit completed. As of late February, we're finally started to feel somewhat caught up from the setback.
- The auditors should be presenting our financials at the March Board of Director's Meeting. The plan for next year is to have the field done and final report issued prior to the busy season start of school district audits to ensure the audit doesn't drag on any longer than necessary.
- Budget work for the 2023-2024 fiscal year has begun and the Directors will be meeting regularly as part of that process. Preliminary projections have R9 currently sitting at a deficit budget for the upcoming fiscal year. The R9 planners have submitted numerous grant and contract proposals to help offset the deficit. Prospective grant revenues will not be budgeted until fully known and probable.
- The transition to the 'Modern Workplace' has been completed. Thriveon is continually working to smooth out any bumps created with the process, but in general the transition went well. Our accounting system, GMS, is noticeably faster and more reliable now after the transition.
- Region 9 is contracting with Kelten Sharp to help our build out of our Monday.com platform. As part of this build out, I've asked Kelten to work with me to setup a new Purchase Order system within the platform. After it's completion and roll out all purchase requests will be routed for approval through that system with unique sequential order. This will alleviate the antiquated carbon paper process that R9 has been using. I expect the transition in getting comfortable with using Monday.com for this need will take some time, but there should be great benefits once in place.

Revolving Loan Fund

- R9 has started its course work on the Equitable Lending Leader's program. The program has currently asked us to define what we believe to be an equitable outcome for our RLF program as well as to identify those in our community that would connectors in generating outreach. Good discussion has been had and we're hoping to incorporate some changes within our Legacy RLF Plan upon the completion of the course.
- We've had several applicants reach out with interest and I've had conversations with them and their respective bankers.

Region Nine Area, Inc.

- Students from Gustavus Adolphus College were in communication with us regarding the specifics of RNAI. As part of an entrepreneurial project they intend to include us within their step by step resources for prospective non-profits. Professor Katie Boone was involved is overseeing this.

To: Region Nine Board of Directors
From: Ky Battern, Finance Director
Date: March 8, 2023
Re: Request to swith to the MAGIC Fund and US Bank

The current banking institution utilized by Region Nine for all it's deposits, credit cards, and loan repayments is Wells Fargo. We would like to request the board's approval to accept the transition into the Minnesota Association of Governments Investing for Counties (MAGIC) Fund and US Bank as the organization's new depositories/bank.

The Minnesota Association of Governments Investing for Counties ("MAGIC" or the "Fund") is a joint powers entity in the form of a common law trust organized and existing under the laws of the State of Minnesota in accordance with the provisions of the Minnesota Joint Powers Act. The Fund was established in the fall of 1990 for the purpose of allowing Minnesota Counties and instrumentalities of Counties to pool their investment funds to seek the highest possible investment yield, while maintaining liquidity and preserving capital.

US Bank is the administrator of the Fund under state negotiated cost contracts. In the attached proposal, as sent from US Bank, you'll find that the majority of services associated with the MAGIC Fund are at no cost. In comparison, I've attached a spreadsheet of the current fee's as incurred by Wells Fargo for the month of December of 2022. In December, R9 incurred \$1,228 in bank service charges that when annualized equates to \$14,737. In comparison, the monthly cost to participate in the MAGIC Fund and US Bank is \$115.92 or \$1,391 annually.

Earnings are also of great consideration. The monthly distribution yield of the MAGIC Portfolio was at 4.2247% for the month of December 2022. In reviewing the interest earned via our Wells Fargo deposits for the Month of December, interest earned amounted to 1.15%. The earning power of our deposits would greatly increase with the move.

It is our recommendation to the board to approve the resolutions as attached to move our deposits and banking needs over to the MAGIC Fund and US Bank.

Ky Battern, CPA
Finance Director



Account Analysis & Billing

Proposed Services

Page 1 of 2

February 13, 2023

REGION 9

<u>AFP</u>	<u>Service</u>	<u>Volume</u>		<u>Unit Price</u>	<u>Total Price</u>
Depository Services					
010000	Account Maintenance	1	\$	0.00	\$ -
010101	Electronic Credits	22	\$	0.00	\$ -
010100	Electronic Debits	22	\$	0.00	\$ -
150240	Check Filter Monthly Maintenance	1	\$	0.00	\$ -
150320	Check Filter Items Returned		\$	0.00	\$ -
	Subtotal Depository Services			\$	-
Account Reconciliation Services					
150030	Positive Pay Only Monthly Maintenance - per Account	1	\$	30.00	\$ 30.00
150120	Positive Pay Only - per Item	80	\$	0.04	\$ 3.20
150322	SPT Checks Returned - per Item - Pos Pay		\$	25.00	\$ -
20020B	SinglePoint Issue/Cancel Input - per Item		\$	0.25	\$ -
150310	SinglePoint Positive Pay Exceptions - per Item		\$	1.00	\$ -
20020B	SinglePoint File Upload - per Account - per File	4	\$	5.00	\$ 20.00
	Subtotal Account Reconciliation Services			\$	53.20
SinglePoint					
400272	Previous Day Monthly Maintenance	2	\$	6.00	\$ 12.00
400272	Previous Day - per Item	572	\$	0.01	\$ 5.72
409999	Account Analysis Report PDF	1	\$	0.00	\$ -
409999	DDA Statement Report PDF - per Account	2	\$	5.00	\$ 10.00
250720	ACH Return and NOC Report Previous Day - per Account				
250720	For First 1		\$	10.00	\$ -
250720	For Over 1	1	\$	4.00	\$ 4.00
250720	ACH Filter Rejected Item Report	1	\$	0.00	\$ -
250720	ACH Filter Authorization Report	1	\$	0.00	\$ -
401020	Token Monthly Maintenance - per Token	2	\$	3.00	\$ 6.00
250000	SP ACH Origination Mo Maint - per Account	1	\$	5.00	\$ 5.00
250000	ACH Positive Pay Mo Maint - per Account	1	\$	15.00	\$ 15.00
250000	ACH Positive Pay - per Authorization Added		\$	1.00	\$ -
250000	ACH Positive Pay Item - per Item Paid		\$	0.08	\$ -
150030	Positive Pay Monthly Maintenance	1	\$	0.00	\$ -
200201	Issue Maintenance Monthly Maintenance - per Account	1	\$	5.00	\$ 5.00
	Subtotal SinglePoint			\$	62.72
Controlled Disbursements					
150000	CD Monthly Maintenance - per Account	1	\$	0.00	\$ -
150110	CD Checks Paid - per Item	80	\$	0.00	\$ -
	Subtotal Controlled Disbursements			\$	-

February 2023



Account Analysis & Billing

<u>AFP</u>	<u>Service</u>	<u>Volume</u>		<u>Unit</u>	<u>Price</u>	<u>Total</u>
						<u>Price</u>
ACH Services						
251050	Block Monthly Maintenance - per Account	1	\$	0.00	\$	-
250102	SinglePoint ACH On-Us Item		\$	0.00	\$	-
250102	SinglePoint ACH Transit Item	20	\$	0.00	\$	-
250102	Single Point Same Day ACH Originated Transit Item		\$	0.00	\$	-
250505	SinglePoint ACH Process Run - per Unique Company ID	4	\$	0.00	\$	-
250302	SinglePoint ACH Return Item		\$	0.00	\$	-
250300	SP Unauth ACH Ret - per Item		\$	0.00	\$	-
251070	SinglePoint ACH Notification of Change - per Item		\$	0.00	\$	-
Subtotal ACH Services				\$		-
Total Service Charges				\$		115.92
One-Time Charges						
159999	Check Filter Setup	1	\$	0.00	\$	-
250000	ACH Positive Pay Setup - per Account	1	\$	0.00	\$	-
200410	Positive Pay Setup	1	\$	0.00	\$	-
159600	CD Setup Fee - per Account	1	\$	0.00	\$	-
251055	Block and Filter Service Setup - per Account	1	\$	0.00	\$	-
Total One-Time Service Charges				\$		-

Assumptions/Notes:

- 80 checks issued per month; with weekly check issued file via Issue Maintenance module
- 20 online ACH payments initiated; issued on a weekly basis
- Two tokens for online payment origination capabilities

Prices quoted in this proposal are only for those Treasury Management Services requested by the customer. Additional Treasury Management Services will be separately priced at the time of customer's request. Prices quoted are valid for 60 days following customer's receipt, after which they will be subject to change by U.S. Bank. All prices are subject to change, at any time and at Bank's sole discretion, due to changes in business conditions, volumes, quality of work provided by the customer and normal pricing change cycles.

Notwithstanding anything contained herein to the contrary, all Treasury Management Services provided to customer are subject to U.S. Bank's Services Terms and Conditions, as the same may be amended from time to time.



Treasury Management Pro Forma

Region Nine Development (Existing)					Pricing as of November 2022
ANALYSIS SUMMARY					
Average Positive Collected Balance			\$	366,357.28	
Reserve Requirement @ 0.00%			\$	0.00	
Investable Balance Available for Services			\$	366,357.28	
Monthly Analyzed Charges			\$	195.91	
Net Monthly Analyzed Charges			\$	195.91	
*Monthly Fee Based Charges			\$	0.00	
Total Monthly Analyzed Charges			\$	195.91	
*Charges not offset by balances					
Total One Time Set Up					
SERVICE DETAILS					
WF Code	AFP Code	Service Description	Unit Price	Volume	Service Charges
BALANCE & COMPENSATION INFORMATION					
IAMIB	000230	RECOUPMENT MONTHLY IB	0.12750	366	46.67
BALANCE & COMPENSATION INFORMATION Subtotal					46.67
GENERAL ACCOUNT SERVICES					
22404	010010	ACCT MAINTENANCE CHEXSTOR-PLUS	32.00000	1	32.00
CK021	010100	DEBITS POSTED	0.11000	12	1.32
CK049	010310	DDA STATEMENT - PAPER	0.00000	1	0.00
22063	010000	DDA STMT W/IMAGE CLASSIC-MTHLY BASE	2.00000	1	2.00
GENERAL ACCOUNT SERVICES Subtotal					35.32
DEPOSITORY SERVICES					
08052	100006	BRANCH DEPOSIT	3.50000	1	3.50
002	100225	DEPOSITED CHECK	0.07700	4	0.31
DEPOSITORY SERVICES Subtotal					3.81
PAPER DISBURSEMENT SERVICES					
12697	15133Z	DDA STATEMENT W/IMAGE CLASSIC-ITEM	0.00000	65	0.00
22202	150100	DDA CHECKS PAID	0.35000	65	22.75
PAPER DISBURSEMENT SERVICES Subtotal					22.75
GENERAL ACH SERVICES					
CK018	250201	ELECTRONIC CREDITS POSTED	0.10000	4	0.40
ES206	250120	ACH ORIGINATED - ADDENDA REC	0.03300	23	0.76
ES349	250220	ACH RECEIVED ADDENDA	0.03000	6	0.18
ES344	250202	ACH RECEIVED ITEM	0.02000	14	0.28
06503	250302	ACH RETURN ITEM-MANUAL	5.00000	1	5.00
ES803	250500	ACH PAYMENTS ONLINE BATCH RELEASE	1.75000	8	14.00
ES235	250710	ACH MAIL SERVICE	2.50000	4	10.00
34377	250000	ACH PAYMENTS BASE FEE	11.00000	4	44.00
ACH1D	250102	ACH PAYMENTS FUTURE DATED ITEM	0.12100	31	3.75
06535	250302	ACH NOC - MANUAL	9.00000	1	9.00
GENERAL ACH SERVICES Subtotal					87.37
*Total Fee Based Charges					0.00
Total Service Charges					195.91



Disclosures	
We created this proposal for you based on our understanding of your requirements and the services in which you expressed interest. This proposal confirms the deposit and treasury management services and the pricing we plan to provide you based on certain assumptions including projected volumes and other relevant information you provided.	
This document is confidential. Please do not share it without first obtaining our written permission. The services and pricing contained in this proposal are valid for 90 days. The pricing is subject to change if the actual volume or scope of services differs from the assumptions upon which we based the pricing.	
Please let us know if you believe this proposal does not accurately represent the prices or services we discussed with you. If you have questions about the services in this proposal, please contact your Treasury Management Sales Consultant or visit: www.wellsfargo.com/accountanalysis for additional information about the services.	
Regarding your services	
Services with No Volumes	
Services listed with zero volume are not included in the estimated monthly analysis fee but are included in the event the service is used in the future.	



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Treasury Management Pro Forma

Region Nine Development (New)					Pricing as of November 2022
ANALYSIS SUMMARY					
Average Positive Collected Balance			\$	487,151.32	
Reserve Requirement @ 0.00%			\$	0.00	
Investable Balance Available for Services			\$	487,151.32	
Monthly Analyzed Charges				405.95	
Net Monthly Analyzed Charges				405.95	
*Monthly Fee Based Charges				0.00	
Total Monthly Analyzed Charges				405.95	
*Charges not offset by balances					
Total One Time Set Up				30.00	
SERVICE DETAILS					
WF Code	AFP Code	Service Description	Unit Price	Volume	Service Charges
BALANCE & COMPENSATION INFORMATION					
IAMIB	000230	RECOUPMENT MONTHLY IB	0.12750	487	62.09
BALANCE & COMPENSATION INFORMATION Subtotal					62.09
GENERAL ACCOUNT SERVICES					
22404	010010	ACCT MAINTENANCE CHEXSTOR-PLUS	32.00000	1	32.00
CK021	010100	DEBITS POSTED	0.11000	16	1.76
CK049	010310	DDA STATEMENT - PAPER	0.00000	1	0.00
22063	010000	DDA STMT W/IMAGE CLASSIC-MTHLY BASE	2.00000	1	2.00
GENERAL ACCOUNT SERVICES Subtotal					35.76
PAPER DISBURSEMENT SERVICES					
DS191	150122	PAYEE VALIDATION STANDARD-ITEM	0.03500	38	1.33
34336	150724	POSITIVE PAY EXCEPTION - CEO IMAGE	2.00000	0	0.00
12908	150310	POS PAY CHECKS WITH NO ISSUE RECORD	0.50000	0	0.00
12505	150222	POSITIVE PAY EXCEPTION CHECKS RETND	25.00000	0	0.00
12903	150310	POSITIVE PAY EXCEPTIONS - ITEM	8.00000	0	0.00
12682	150120	POSITIVE PAY ONLY - ITEM	0.08000	38	3.04
12681	150030	POSITIVE PAY ONLY MONTHLY BASE	35.00000	1	35.00
12906	150401	POSPAY VERIFICATION CALL-CASHED	20.00000	0	0.00
12697	15133Z	DDA STATEMENT W/IMAGE CLASSIC-ITEM	0.00000	38	0.00
22202	150100	DDA CHECKS PAID	0.35000	38	13.30
PAPER DISBURSEMENT SERVICES Subtotal					52.67
PAPER DISBURSEMENT RECON SERVICES					
34337	200201	CEO CHECK ISSUES-ITEM	0.30000	38	11.40
12687	209999	ARP AGED ISSUE RECORDS ON FILE-ITEM	0.02000	0	0.00
PAPER DISBURSEMENT RECON SERVICES Subtotal					11.40
GENERAL ACH SERVICES					
CK018	250201	ELECTRONIC CREDITS POSTED	0.10000	15	1.50
ES206	250120	ACH ORIGINATED - ADDENDA REC	0.03300	24	0.79
WF Code	AFP Code	Service Description	Unit Price	Volume	Service Charges
ES349	250220	ACH RECEIVED ADDENDA	0.03000	4	0.12
ES344	250202	ACH RECEIVED ITEM	0.02000	12	0.24
06503	250302	ACH RETURN ITEM-MANUAL	5.00000	1	5.00
ES803	250500	ACH PAYMENTS ONLINE BATCH RELEASE	1.75000	8	14.00
ES235	250710	ACH MAIL SERVICE	2.50000	4	10.00
34377	250000	ACH PAYMENT'S BASE FEE	11.00000	4	44.00
ACH1D	250102	ACH PAYMENT'S FUTURE DATED ITEM	0.12100	32	3.87
34333	251050	ACH CEO FRAUD FILTER REVIEW MO BASE	25.00000	1	25.00
34335	251053	ACH CEO FRAUD FILTER REVIEW - ITEM	14.00000	0	0.00
06535	250302	ACH NOC - MANUAL	9.00000	1	9.00
GENERAL ACH SERVICES Subtotal					113.52
INFORMATION SERVICES					
34123	40022Z	CEO ALERT'S SERVICE - EMAIL	0.50000	21	10.50
46100	40005Z	CEO BASIC BANKING - MONTHLY BASE	20.00000	1	20.00
46102	40005Z	CEO BASIC BANKING ADDL ACCT-MO BASE	10.00000	10	100.00
INFORMATION SERVICES Subtotal					130.50
SETUP CHARGES					
06094	251001	ACH FRAUD FILTER - SET UP	30.00000	1	30.00
GENERAL ACH SERVICES Subtotal					30.00
*Total Fee Based Charges					0.00
Total Service Charges					405.95

Region Nine Development Commission
Wells Fargo Service Charges & Interest Analysis
December 2022 Data & Annualized Estimate

Account Ending	December Ending Balance	December Fee's Charged	December Interest Earned	Fee's Annualized	Earned Interest Annualized
1052	163,203.15	200.11	89.85	2,401.32	1,078.20
8023	158,007.39	86.54	81.28	1,038.48	975.36
0705	881,545.67	177.63	452.70	2,131.56	5,432.40
0086	419,511.12	119.38	232.87	1,432.56	2,794.44
3911	814,809.74	171.02	452.99	2,052.24	5,435.88
6293	19,639.25	67.51	66.16	810.12	793.92
0476	304,727.22	405.95	171.12	4,871.40	2,053.44
	<u>2,761,443.54</u>	<u>1,228.14</u>	<u>1,546.97</u>	<u>14,737.68</u>	<u>2,651.95</u>



About The Fund

Since 1990, MAGIC has been serving the investment and arbitrage compliance needs of Minnesota Counties and instrumentalities of Counties. The investment options offered to Investors through MAGIC are the Fund and individual portfolios. Arbitrage rebate compliance services are available for bond proceeds invested through the Fund.

MAGIC Fund

MAGIC Portfolio A short-term money market portfolio and cash management vehicle. The Portfolio provides Investors with:

- Daily liquidity;
- Competitive money market returns;
- Unlimited number of deposits and withdrawals;
- Transactions by wire, ACH and check; and
- Sub-accounting to track multiple funds/accounts.

The Portfolio is managed to maintain a dollar-weighted average portfolio maturity of 60 days or less and seeks to maintain a constant net asset value per share of \$1.00. The Portfolio invests in obligations of the United States Government and its agencies, high quality debt obligations of U.S. companies and obligations of financial institutions

MAGIC Term This fixed rate investment is designed to match the cash flow requirements of Investors with the cash flows from the portfolio.

- Minimum maturity of 60 days;
- Maximum maturity of one year;
- Minimum investment of \$100,000; Projected dividend rate provided upon purchase and paid upon redemption date; and
- Early withdrawal may result in substantial early redemption penalty.

Individually Managed Portfolios

In addition to the Fund, MAGIC offers Investors the option to contract with PFMAM to have an individual portfolio managed to meet the Investor's specific investment objectives. An individually managed portfolio provides an Investor with:

- The investment advisory resources of PFMAM, a leading investment advisory firm serving the public sector;
- Investments tailored to meet the Investor's liquidity needs or specific draw schedule;
- Professional portfolio management to focused on enhancing earnings and managing risks;
- Investment purchases determined by the Investor's investment policy or bond documents;
- Competitive shopping for every security to seek the most favorable price and execution;
- Third-party custody of all assets; and
- Investment management and custody services at a reasonable cost.

Individually managed portfolios are automatically linked to the Investor's MAGIC Fund account so that maturities and coupon payments are invested at all times. Individually managed investment portfolios, which are not a part of the Fund, are available under a separate agreement with PFMAM.

Arbitrage Rebate Compliance Services

For bond proceeds invested with MAGIC, PFMAM tracks the proceeds for arbitrage rebate compliance purposes. Investors can receive the following correspondence/reports:

- Spending exception compliance reports; including notification of an upcoming benchmark;
- Yield restriction compliance notification;
- Annual estimates of accrued arbitrage rebate and yield restriction liabilities;
- Notification of Installment Calculation Date sent 60 days in advance of the required calculation date;
- Retention of arbitrage related documents and investment records; and
- Rebate Calculation Reports that are available at a nominal charge.

Investors can check the arbitrage status of any of their bond issues invested with MAGIC by contacting a Fund Administrator at 800-731-7150. [Important Announcements](#)

*This information is for institutional investor use only, not for further distribution to retail investors, and does not represent an offer to sell or a solicitation of an offer to buy or sell any fund or other security. Investors should consider the investment objectives, risks, charges and expenses before investing in any of the Fund's portfolios. This and other information about the Fund's portfolios is available in the Fund's current Information Statement, which should be read carefully before investing. A copy of the Fund's Information Statement may be obtained by calling 1-800-731-7150 or is available on the Fund's website at www.magicfund.org. While the MAGIC Portfolio seeks to maintain a stable net asset value of \$1.00 per share and the MAGIC Term Portfolio seeks to achieve a net asset value of \$1.00 per share at the stated maturity, it is possible to lose money investing in the Fund. An investment in the Fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Shares of the Fund's portfolios are distributed by **PFM Fund Distributors, Inc.**, member Financial Industry Regulatory Authority (FINRA) (www.finra.org) and Securities Investor Protection Corporation (SIPC) (www.sipc.org). PFM Fund Distributors, Inc. is an affiliate of PFM Asset Management LLC.*

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December 31, 2022

Fund Fact Sheet



MAGIC was established in 1990 to provide Minnesota counties and instrumentalities of counties with professional investment services.

INVESTMENT OBJECTIVE

To earn a high rate of return while preserving principal, providing liquidity and seeking a stable NAV of \$1.00.

MAGIC PORTFOLIO

A short-term liquid portfolio and cash management vehicle permitted as an investment for counties or county instrumentalities under Minnesota Statutes Section 471.59.

TERM PORTFOLIO

A fixed-rate, fixed term portfolio permitted as an investment for counties or county instrumentalities under Minnesota Statutes Section 471.59.

MAGIC PORTFOLIO FACTS As of December 31, 2022

7-Day Net Yield ¹	4.4658%
Monthly Distribution Yield ²	4.2247%
Weighted Average Maturity ³	29 Days

SERVICE PROVIDERS

Investment Adviser and Program Administrator:
PFM Asset Management LLC

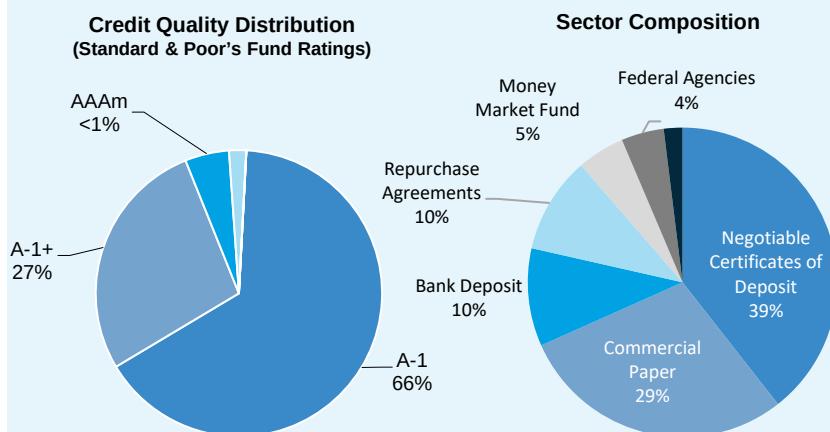
Distributor: PFM Fund Distributors, Inc

Custodian: U.S. Bank, N.A.

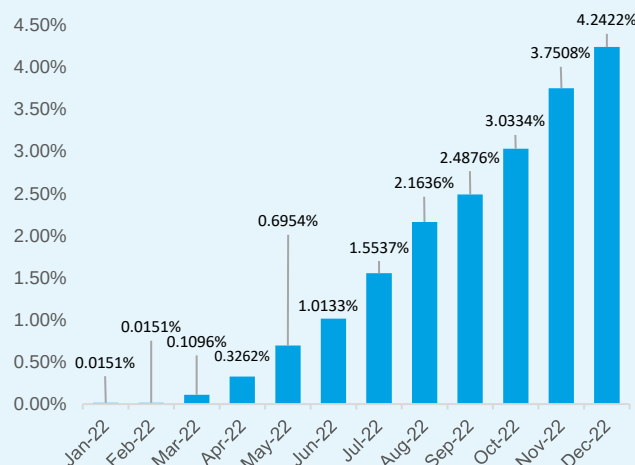
Independent Audit Firm:
RSM US LLP

Program Counsel:
Kennedy & Graven, Chartered

MAGIC Portfolio Diversification as of December 31, 2022⁵



MAGIC Portfolio Performance (30-Day Net Yield⁴ %)



¹7-day net yield, also known as the current annualized yield, represents the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical account with a balance of one share (normally \$1.00 per share) over a seven-day base period expressed as a percentage of the value of one share at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by 365 and dividing the result by 7.

²The monthly distribution yield represents the net change in the value of a hypothetical account with a value of one share (normally \$1.00 per share) resulting from all dividends declared during a month by the Pool expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

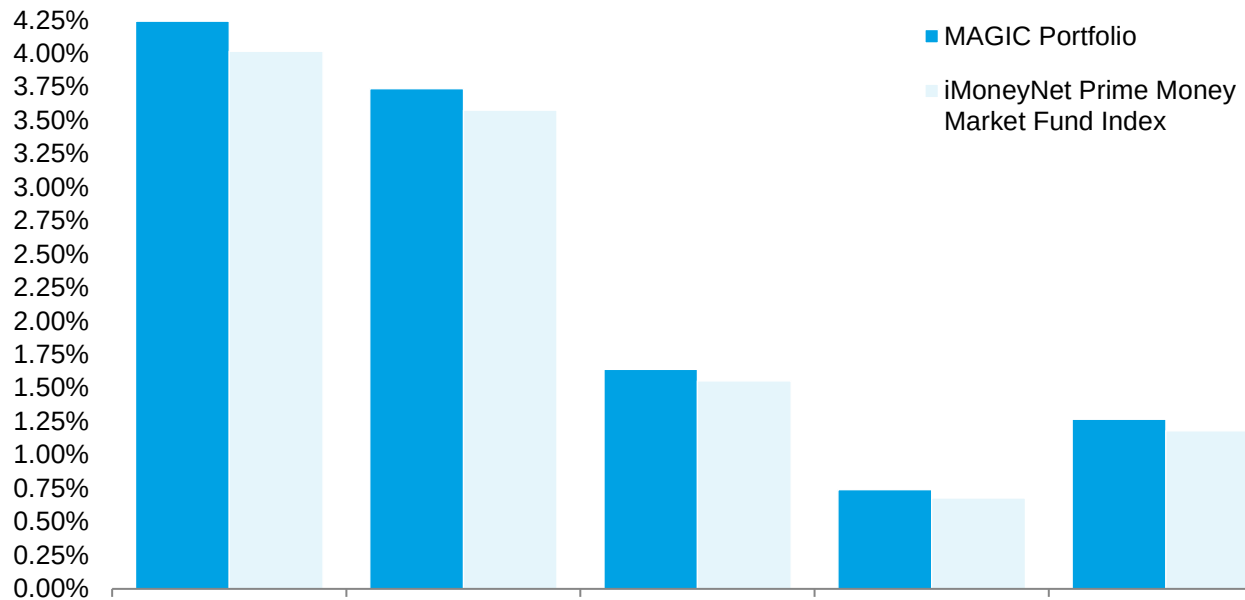
³Weighted Average Maturity: Calculated by the final maturity for a security held in the portfolio and the interest rate reset date. This is a way to measure a fund's sensitivity to potential interest rate changes.

⁴As of the last day of the month. The 30-day yield represents the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical account with a balance of one share (normally \$1.00 per share) over a thirty-day base period expressed as a percentage of the value of one share at the beginning of the thirty-day period. This resulting net change in account value is then annualized by multiplying it by 365 and dividing the result by 30.

⁵Percentages may not add to 100% due to rounding.



Average Annual Return as of December 31, 2022



	Month	3-Month	1-Year	3-Year	5-Year
MAGIC Portfolio	4.2422%	3.7370%	1.6386%	0.7400%	1.2673%
iMoneyNet Prime Money Market Fund Index ¹	4.0167%	3.5779%	1.5546%	0.6793%	1.1814%

Must be preceded or accompanied by an Information Statement . For a current Information Statement , which contains more complete information, please visit <http://www.magicfund.org/> or call 800-731-7150. Before investing, consider the investment objectives, risks, charges and expenses of the pool carefully. This and other information can be found in the Information Statement . Read the Information Statement carefully before you invest or send money.

¹Source: iMoneyNet First Tier Institutional Money Market Fund Average. This index is comprised of funds rated in the top grade that invest in high-quality financial instruments with dollar-weighted average maturities of less than 60 days. It is not possible to invest directly in such an index.

Past performance is no guarantee of future results. Yields will fluctuate as market conditions change. The current fund performance may be higher or lower than that cited. The yields shown may reflect fee waivers by service providers that subsidize and reduce the total operating expenses of the Pool. Pool yields would be lower if there were no such waivers.

This information is for institutional investor use only, not for further distribution to retail investors, and does not represent an offer to sell or a solicitation of an offer to buy or sell any fund or other security. Investors should consider the Minnesota Association of Governments Investing for Counties ("MAGIC") investment objectives, risks, charges and expenses before investing in any of MAGIC's portfolios. This and other information about MAGIC portfolios is available in MAGIC's current Information Statement, which should be read carefully before investing. A copy of MAGIC's Information Statement may be obtained by calling 1-800-731-7150 or is available on MAGIC's website at www.magicfund.org. While the MAGIC Portfolio seeks to maintain a stable net asset value of \$1.00 per share and the MAGIC Term Portfolio seeks to achieve a net asset value of \$1.00 per share at the stated maturity, it is possible to lose money investing in the MAGIC. An investment in MAGIC is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Shares of MAGIC portfolios are distributed by **PFM Fund Distributors, Inc.**, member Financial Industry Regulatory Authority (FINRA) (www.finra.org) and Securities Investor Protection Corporation (SIPC) (www.sipc.org). PFM Fund Distributors, Inc. is an affiliate of PFM Asset Management LLC.

A resolution authorizing entry into a Joint Powers Agreement in the form of a Declaration of Trust establishing an entity known as "**Minnesota Association of Governments Investing for Counties**" and authorizing participation in certain investment programs in connection therewith:

WHEREAS, Minnesota Statutes Section 471.59 (the Joint Powers Act) provides among other things that governmental units, by agreement entered into through action of their governing bodies, may jointly or cooperatively exercise any power common to the contracting parties; and

WHEREAS, the MAGIC Fund was formed in October 1990 pursuant to the Joint Powers Act by the adoption of a joint powers agreement in the form of a Declaration of Trust by a group of Minnesota Counties acting as the Initial Participants thereof; and

WHEREAS, the Declaration of Trust, as amended, has been presented to this board; and

WHEREAS, the Declaration of Trust authorizes municipalities of the State of Minnesota to adopt and enter into the Declaration of Trust and become Participants of the MAGIC Fund; and

WHEREAS, this board deems it to be advisable for this county* to adopt and enter into the Declaration of Trust and become a Participant of the MAGIC Fund for the purpose of the joint investment of this county's monies with those of other counties so as to enhance the investment earnings accruing to each; and

WHEREAS, this board deems it to be advisable for this county to make use from time to time, in the discretion of the officials of the county identified in Section 2 of the following Resolution, of the Fixed-Rate Investment Program available to Participants of the MAGIC Fund.

Now, therefore, be it resolved as follows:

Section 1. This county shall join with other counties in accordance with the Joint Powers Act by becoming a Participant of the MAGIC Fund and adopting and entering into the Declaration of Trust, which is adopted by reference herein with the same effect as if it had been set out verbatim in this resolution, and a copy of the Declaration of Trust shall be filed in the minutes of the meeting at which this Resolution was adopted. The treasurer of this county is hereby authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry of this county into the Declaration of Trust and the adoption thereof by this county.

Section 2. This county is hereby authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Declaration of Trust. The following officers and officials of the county and their respective successors in office each hereby are designated as "Authorized Officials" with full powers and authority to effectuate the investment and withdrawal of monies of this county from time to time in accordance with the Declaration of Trust and pursuant to the Fixed-Rate Investment Service available to Participants of the MAGIC Fund:

List the name(s) and title(s) of the officer(s) and official(s) who will be authorized to invest and withdraw county monies in and from the MAGIC Fund and pursuant to the Fixed-Rate Investment Service. You may have any number of Authorized Officials; attach an additional list if necessary. (*This section should be the same as section 6 of the Master Account Application, "Authorized Personnel"*)

_____	_____	_____
Print Name	Position	Signature
_____	_____	_____
Print Name	Position	Signature
_____	_____	_____
Print Name	Position	Signature
_____	_____	_____
Print Name	Position	Signature

The treasurer shall advise the MAGIC Fund of any changes in Authorized Officials.

Section 3. The Trustees of the MAGIC Fund are hereby designated as having official custody of this county's monies, which are invested in accordance with the Declaration of Trust.

Section 4. State banks, national banks, and thrift institutions located either within or without the State of Minnesota which qualify as depositories under Minnesota law and are included on a list approved and maintained for such purpose by the Investment Advisor of the MAGIC Fund are hereby designated as depositories of this county pursuant to Minnesota Statutes Section 118.005 and monies of this county may be deposited therein, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed-Rate Investment Service available to Participants of the MAGIC Fund.

It is hereby certified that the _____ (insert name of the county) duly adopted the Model Resolution at a duly convened meeting of the board held on the _____ day of _____, 20____, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Signature of Treasurer

Date

** A County is defined in the Declaration of Trust as a County, or any "instrumentality" (as that term is defined in the Joint Powers Act or the Declaration of Trust) of a County. The definition of the term "instrumentality" or "County instrumentality" in the Declaration of Trust also includes all Regional Development Commissions or Regional Planning Agencies and any or all Metropolitan Agencies, Commissions or Districts. Counties and County instrumentalities are collectively referred to in the Declaration of Trust and in this resolution.*



RESOLUTION

Region Nine Development Commission

2023 - 02

Authorization of Banks of Record and Agency Authorized Signers

WHEREAS, the Region Nine Development Commission (RNDC) was established as a regional development commission under Minnesota State Statute, The Regional Development Act, sections 462.381 to 462.398; and

WHEREAS, the Commission shall keep an accurate account of the agency's receipts and disbursement; and

WHEREAS, after internal approval of expenditures by program directors, disbursements of Commission funds shall be made by check signed by designated staff signers who are approved by the Region Nine Development Commission; and

WHEREAS, the Commission shall designate, as official depositories of Commission funds, one or more national or state bank(s), or trust company(ies) authorized to conduct financial business; and

WHEREAS, Region Nine Development Commission's bank of record has been Wells Fargo Bank and will begin the transition of its deposits and banking services to US Bank in Mankato, MN;

NOW, THEREFORE LET IT BE RESOLVED, that the Region Nine Development Commission authorizes and approves US Bank and Wells Fargo as the agency's bank of record and authorizes the following signers to sign or act on behalf of the Commission's governing board:

Signers in Matters of Agency Business

Ky Battern, Finance Director

Nicole Griensewic, Executive Director

Signers for Agency Check Disbursement

Nicole Griensewic, Executive Director

Mike Laven, Board Chair

Ky Battern, Finance Director

ATTEST:

Board Chair

Date

Treasurer

Date



Out-of-State Travel Request Form

Basic Information:

Name: Ky Battern

Travel Reason/Event: GMS Conference (Accounting Software)

Travel Destination: St Pete Beach, Florida

Date of Departure: June 11, 2023

Date of Return: June 15, 2023

Funding Source: General Fund

Anticipated Costs:

	Departure Airport		Arrival Airport		Cost
Airfare (Roundtrip)	Minneapolis, MN	to	Tampa, FL		\$ 657.80
	Description				Cost
Registration	Cost of GMS Conference Registration				\$ 729.00
	Total Nights		\$ Per Night		Cost
Lodging	4	x	\$ 250.00	=	\$ 1,000.00
	Total Days		\$ Per Diem		Cost
Meals/PerDiem	2.00	x	\$ 75	=	\$ 150.00
	Total Miles		\$ Per Mile		Cost
Mileage	150.00	x	\$ 0.655	=	\$ 98.25
	Description				Cost
Other					
	Description				Cost
Other					
Total Anticipated Cost of Out-of-State Travel Request					\$ 2,635.05

Justification:

GMS is our accounting software platform. Each year they hold an annual conference to train and discuss best practices with its users. We utilize GMS heavily within our day to day work and its important that we're well versed in it's best uses.

Per Region Nine Development Commission Personnel Policy Manual:

6.5 OUT OF STATE TRAVEL

It is recognized that out-of-state travel is necessary for the effective operation of RNDC. It is further recognized that active participation in national organizations, effectively influencing federal legislation, and participation in national training programs will require and warrant out-of-state travel for RNDC staff members and officials. Finally, it is recognized that as a recipient of private foundation or federal funding, RNDC, is often required to participate in the training and development opportunities afforded by the funding authority.

Notwithstanding, as a local unit of government that is accountable to the citizens of the region, out-of-state travel will be limited to those instances determined to be prudent, appropriate and essential to the delivery of RNDC programs or services. Therefore, the Board of Directors must approve the out-of-state travel of both RNDC commissioners and staff, up to and including the executive director.

To assist in the development of an annual budget, staff and RNDC commissioners are to identify the out-of-state travel necessary and expected to occur during the budget cycle. The finance director and executive director will utilize the estimates for budgetary purposes. Inclusion of anticipated travel expenses within an annual budget is not to be construed as affirmation or approval of the Board of Directors.

Requests for out-of-state travel shall be submitted to the executive director a minimum of one month before the expected date of departure. Such requests shall be made in the manner prescribed by the executive director. At a minimum, requests for out-of-state travel shall include the following information:

- Staff/commissioner(s) requesting authorization;
- Travel destination;
- Date of departure/return;
- Anticipated costs of transportation, lodging, per diems, etc.;
- Source(s) of funding; and
- Written justification/documentation of necessity.

Requests for out-of-state travel, recommended by the executive director, shall be presented to the Board of Directors for authorization, a minimum of one month before the expected departure. To take advantage of reduced fares, earlier submission is encouraged. The Board of Directors shall either approve or deny requests without delay.

In those rare instances where it is deemed logistically impossible to abide by the notice requirements of this policy, the executive director and RNDC Chair shall be authorized to approve the out-of-state travel of staff members and RNDC commissioners. Following authorization by the executive director or RNDC Chair of the Board of Directors shall be notified at their next scheduled meeting.

Employee Signature:

Ky Battern 2/15/2023

Date

Executive Director Signature:

Date



Out-of-State Travel Request Form

Basic Information:

Name: Paola Ferrario

Travel Reason/Event: NADO

Travel Destination: Washington DC

Date of Departure: March 11th

Date of Return: March 15th

Funding Source: General Fund

Anticipated Costs:

	Departure Airport		Arrival Airport		Cost
Airfare (Roundtrip)	ORD	to	DCA		\$ 279.00
	Description				Cost
Registration	NADO CONFERENCE				\$ 0.00
	Total Nights			\$ Per Night	Cost
Lodging		x		=	\$ 0.00
	Total Days			\$ Per Diem	Cost
Meals/PerDiem	4.00	x	\$ 75	=	\$ 300.00
	Total Miles			\$ Per Mile	Cost
Mileage		x	\$ 0.655	=	\$ 0.00
	Description				Cost
Other					
	Description				Cost
Other					
Total Anticipated Cost of Out-of-State Travel Request					\$ 654.00

Justification:

Registration fee has been waived by NADO from \$485. The registration for other team members has been waived to \$265.

Executive Director and Board Chair have approved due to short notice.

Per Region Nine Development Commission Personnel Policy Manual:

6.5 OUT OF STATE TRAVEL

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To assist in the development of an annual budget, staff and RNDC commissioners are to identify the out-of-state travel necessary and expected to occur during the budget cycle. The finance director and executive director will utilize the estimates for budgetary purposes. Inclusion of anticipated travel expenses within an annual budget is not to be construed as affirmation or approval of the Board of Directors.

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- Travel destination;
- Date of departure/return;
- Anticipated costs of transportation, lodging, per diems, etc.;
- Source(s) of funding; and
- Written justification/documentation of necessity.

Requests for out-of-state travel, recommended by the executive director, shall be presented to the Board of Directors for authorization, a minimum of one month before the expected departure. To take advantage of reduced airfares, earlier submission is encouraged. The Board of Directors shall either approve or deny requests without delay.

In those rare instances where it is deemed logistically impossible to abide by the notice requirements of this policy, the executive director and RNDC Chair shall be authorized to approve the out-of-state travel of staff members and RNDC commissioners. Following authorization by the executive director or RNDC Chair of the Board of Directors shall be notified at their next scheduled meeting.

Employee Signature:

Paola Ferrario

Digitally signed by Paola Ferrario
Date: 2023.02.10 13:59:10 -06'00'

2/10/2023

Date

Executive Director Signature:

Date

Staff Updates – March 2023

Nicole Griensewic

- Presented to Madelia's city council meeting with Paola and Sue Harris on the December learning exchange to Germany. Shared goals and outcomes of the exchange that was focused on Welcoming Communities and Clean Energy initiatives.
- Participated in the Southern Agricultural Center of Excellence Board Meeting on January 23rd.
- Attended day at the Capitol on January 25th. Met with Representatives Brand and Torkelson and others.
- Attended the Farm Bill Listening Session Senator Klobuchar's staff held in Mankato on January 31st.
- Attended and presented at the U of M's Center for Transportation Studies Executive Committee Legislative breakfast event with the Senate and House Transportation Chairs and committee members as well as the House Sustainable Infrastructure Policy Committee Chair. – (Feb 3rd)
- Attended and presented on the Learning Exchange w. delegation members from St. James to the Multicultural Networking Group at MSUM on February 9th.
- Testified virtually from New Ulm for the Senate Climate Clean Energy Committee on Feb. 15th.
- Attended the Invitation to Community Conversation of Climate Smart Communities on February 16th.
- Attended the North Mankato City Council Meeting on March 6th to speak on the work that Region Nine is doing.
- Continued to participate in meetings regarding the NEH Grant throughout the month. (add NEH to the acronym list)
- Legislative and Communications committee met on Monday February 27 to discuss legislative priorities. Committee decided to meet monthly going forward, the 4th Monday of the month at 9am.
- Budget and Personnel committee met on February 28th.

Heather Bartelt

In addition to Heather's regular daily tasks, Region Nine has partnered with Greater Mankato Growth (GMG) to be a review committee for the second round of the Mainstreet Economic Revitalization Grant. Heather and Kristian have been working on reviewing those applications.

Heather has assisted Nicole in scheduling new commissioner orientation sessions.

Alejandra Bejarano

Alejandra and Kristian continue leading a local talent retention task force with MNSU. As part of the task force, they also have met with local employers, which include Thin Film company, AGCO corporation, Taylor corporation, and Mayo Clinic. In addition, the group has been discussing logistics around a regional global workforce development event. MNSU also hosted a “Hiring International Mavericks” virtual session that was very successful among employers. Kristian and Alejandra are working with DEED’s Workforce Strategy team to host a similar session as part of their Workforce Wednesdays program.

Alejandra has joined biweekly meetings of the “informal to formal project” that HACER is leading with the support of the University Minnesota Extension and Region Nine. Since the deadline was extended, recent meetings have focused on outreach and engagement for the focus groups. Alejandra and Rodrigo Escobar from HACER, presented to the SBDC and shared more about the project.

Samuel and Alejandra are working on a scope of work for a strategic plan for the city of Saint James as part of a planning grant they are submitting to the EDA.

Alejandra is participating in a leadership development program through Latino Lead, a Minnesota nonprofit and leadership member network. In addition, Alejandra continues to be part of the Workforce Council and attends regular meetings hosted by the multicultural network, COPAL, and MCLA.

Kristian Braekkan

Kristian completed each of the five sections of the regional manufacturing resilience study for the federal EDA, which will now be designed, assembled, and finalized by Nate. Sabri and Kristian will then finalize a “green manufacturing” appendix to the study and the final recommendations in March. The goal is to present the study to the board of directors in May before submitting the completed document to the federal EDA in June. Kristian has also written several planning grant drafts to the EDA that are currently under first or second reviews with the regional representative from the Chicago office and he is working with Sam and Sabri on a grant request to the Bush Foundation to support further work on sustainability in Brown and Watonwan. He is also working on input/output modeling with Leah in the context of food production as part of the USDA grant, and they are also exploring further opportunities to expand on this work as part of the overall services offered through the organization. Heather and Kristian is now in the process of reviewing the more than sixty applications that were received for the second round of the DEED funded Main Street Revitalization program hosted by Greater Mankato Growth, and he also continues to support Alejandra’s and Aaron’s work on workforce development.

Sabri Fair

Sabri has been preparing for local foods week by reaching out to local farmers. This summer local foods week will be supported by the partners from the Mainstreet Businesses Focused on Food and Ag grant(MBFFA). This will provide additional support to manage more partnerships and improve the marketing efforts from last year. Sabri has also continued working with the farm transition working group through Renewing the Countryside, they will be hosting education events across the state to help connect young farmers with land opportunities.

Sabri has also continued working on the Safe Routes to School Plan in Madelia. Through analyzing input from parents, students, and the planning committee he is starting to write the plan.

Paola Ferrario

Paola has been working on optimizing the work flow management through monday.com, organizing and setting objectives for the team. Along Leah and Ky, the team is developing a new structure to optimize time management and workloads. Paola has also worked with Corree to develop the final document for the Bush grant, which included the German exchange. She has also worked with Heather to develop and submit applications for grants regarding rural entrepreneurship. Mrs. Ferrario has been an active participant of the organization of Mr. Guido Wallraven's visit to New Ulm, St. James, Comfrey and Mankato. This is a result from the German exchange.

Mrs. Ferrario has had numerous meetings with the American-German Chamber of Commerce and NRW trade mission to promote the region and has successfully found a space where Region 9 can host the German delegates in their upcoming tour to Minnesota.

Nate George

Nate participated in all the events during Guido Wallraven's visit to the region. He covered the events through video, pictures, and writing. The recaps of the trip will come in the March Newsletter. He also contacted media throughout Southern Minnesota for the events'.

He has also been working on the Manufacturing Resiliency Plan with Kristian Braekkan. This has included the layout and editing of the report. This report is scheduled for the summer.

Nate has been working with Ky Battern to generate marketing materials for the revolving loan funds (RLF). He will also be traveling with Ky to visit RLF clients to generate content promoting the funds and businesses.

The above is in addition to the daily tasks of planning social media, ordering stationery for the team and promotional products for RNDC events, and assisting the team with various communication tasks.

Joel Hanif

Joel participated in the ATP-7 meetings in January and March. January's meeting included amendments to the STIP and updates on various ATP solicitations. Transportation Alternatives applications were scored at the March meeting.

Joel organized and facilitated a Region Nine TAC meeting on February 3. This meeting included an overview of MnDOT programs and general processes as several new TAC members joined for the first time. The meeting also included a discussion on STP Rural and Small Urban applications submitted in the region so that the TAC could score each application based on its regional significance (this score makes up part of the application's total score that decides whether or not it is funded). Joel created and distributed scoresheets for the TAC members and compiled their scores for MnDOT a week after the TAC meeting.

Joel's work has continued on the Local Human Services Transit Coordination Plan. He submitted a rough draft to the planning committee in January, held the final steering committee meeting in early February, and submitted a revised draft to the committee and the MnDOT Office of Transit and Active Transportation in late February.

Work also continues for Joel on the Madelia Safe Routes to School plan. He and Sabri are currently wrapping up the data analysis phase, preparing for the next committee meeting, and transitioning into drafting the plan. Joel has also been in discussion with SHIP on possibly doing a SRTS plan for Waterville-Elysian-Morristown schools with SHIP funding since the district did not pursue MnDOT SRTS funding.

Corree Johnson

Corree Johnson worked with Paola and Kristian to finalize and submit the final report to BUSH, including the equity blueprint and summary of the German delegation, in January. She is also assisting Project 1590 in Fairmont with designing a 'New Resident' guide resulting from its efforts with Neil Linscheid and the BUSH grant.

Additionally, she is advising the City of St. James on its EDA application related to developing a communications plan and strategy.

Corree has also been leading efforts to redesign and update the RNDC website. She recently conducted a "soft launch" of the website to fix remaining issues and update content. Corree has begun researching the best options to expand RNDC's photo and video collateral for the region and will likely release an RFP in early spring. With the new design on the website, Corree is updating RNDC's style guide and brand materials, such as email signatures, newsletter design, etc., to reflect the new look. All new materials will be launched this Spring.

She also assists with the Legislative and Communications Committee and other projects in the office as needed.

Aaron Pacheco

Aaron is underway in developing two new projects to better understand business and workforce development in our region. The first is an entrepreneurship and innovation project to explore what defines entrepreneurialism in our rural communities. The second is a development project to examine how the effects of foreign investment, structural development, and workforce programs vary across different geographies. Both will take the traditional wide view of national averages and aggregate measures and focus them down to region and sub-regions such as the rural midwest and eventually down to county. The goal is to understand what makes Region Nine unique as well as how techniques and ideas that have worked for other regions could fit into our own development.

Leah Petricka

After approval from the Commission at the January meeting, the 2022 Annual Performance Report was submitted to the EDA on January 31, 2023. A meeting with the CEDS committee will be held in March.

Leah attended Internet for All workshop held in January and will be reaching out to all the counties to access where each is at in broadband infrastructure. There has been some interest for RNDC to facilitate a regional broadband summit like in 2018. Leah is working with the Office of Broadband Development within DEED to explore regional conferences with the changes at Blandin Foundation. Additionally, the Le Sueur-Waseca Library system has reached out about their committee for digital equity to inform the state's plan.

Leah facilitated a connection with a housing developer to look at communities in the region and organized an introductory meeting with a city administrator to discuss options. Leah also met with a commercial developer to share about the work of RNDC and explain the CEDS cornerstones and how they could be used.

Leah has been working with Kristian to do an economic impact study for a meat processing and retail market. This is part of the MBFFA funding RNDC is a spoke in the Hub partnership with MSU-M. She has also been working with two school districts on grant applications that would provide career pathway exposure to meat cutting and butchery.

Leah is collaborating with MSU-M strategic partnership center and SBDC to organize a business succession and transition workshop in May targeted to community development professionals and business support partners.

Sam Sharp

Sam has been continuing his research of the Inflation Reduction Act (IRA) and understanding how Region Nine can support the efforts of rural communities as they navigate through the upcoming funding opportunities and how they align with Minnesota's Climate Action Framework.

Sam was an active participant during Mr. Guido Wallraven's visits to New Ulm, Saint James, Comfrey, and Mankato, as these communities were given the opportunity to listen and learn about climate smart initiatives and capitalize on the momentum gained from the Delegation's trip to Germany. Sam and Sabri are serving as the primary points of contact for these communities and will offer resources and support in their mission to adopt cleaner and more renewable energy practices.

Additionally, Sam has been working with Kristian and Sabri on the BUSH grant application, which intends to perceive sustainability through the lens of social equity, resilient economic development, and environmental stewardship. Sam is also working with Alejandra on a Strategic Economic Development Plan for Saint James, that will emphasize sustainability as one of the core facets tied to the city's economic resilience.

With the help of Region Nine's Communications team, Sam will work towards assembling a publicly accessible educational resource for those interested in federal and state funding opportunities anticipated to be released in the coming weeks. Lastly, Sam will be working to build relationships with local utility providers to better understand how the transition to clean and renewable energy can be achieved.

Terms & Abbreviations

APR – Annual Performance Reports (CEDS)	MCLA - Minnesota Council on Latino Affairs
ATP - Area Transportation Partnership	MDH – Minnesota Department of Health
AURI – Agricultural Utilization Research Institute	MnDOT – Minnesota Department of Transportation
CEDS – Comprehensive Economic Development Strategy	MnSCU – Minnesota State Colleges and Universities System
COPAL – Comunidades Organizando el Poder y la Acción Latina (Communities Organizing Latino Power and Action)	MPCA – Minnesota Pollution Control Agency
CGMC – Coalition of Greater Minnesota Cities	MSA – Metropolitan Statistical Area
DEED – Minnesota Department of Employment and Economic Development	MSU-M – Minnesota State University, Mankato
DHS – Minnesota Department of Human Services	MYLAP – MN Young America Leaders Program
EDA – Economic Development Administration	NEH – National Endowment for the Humanities
EDD – Economic Development District	NRCS – Natural Resources Conservation Services
GAC – Gustavus Adolphus College	REDA – Regional Economic Development Alliance
GIS – Geographic Information Systems	REV – Rural Entrepreneurial Venture
GMG – Greater Mankato Growth	RLF – Revolving Loan Fund
GMDC – Greater Mankato Diversity Council	RNAI – Region Nine Area Inc.
GMNP – Greater Minnesota Partnership	RNDC – Region Nine Development Commission
HACER – Hispanic Advocacy and Community Empowerment through Research	SACE – Southern Agricultural Center for Excellence
HUD – Department of Housing and Urban Development	SBDC – Small Business Development Center
LCWM – Lake Crystal Welcome Memorial	SCBDN – South Central Business Development Network
LGU – Local Government Unit	SCC – South Central College
LMI – Labor Market Information	SHIP – Statewide Health Improvement Partnership
LMI – Low-to-Moderate Income	SMIF – Southern Minnesota Initiative Foundation
MADO – Minnesota Association of Development Organizations	SRTS – Safe Routes to Schools
MAPO – Mankato/North Mankato Area Planning Organization	STIP – State Transportation Improvement Program
	TAC – Transportation Advisory Committee