



Board Meeting

Wednesday, November 9, 2022 at 4:30 p.m.



RNDC | 3 Civic Center Plaza, Suite 310, Mankato

BOARD OF DIRECTORS MEETING

November 9, 2022 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>Secretary Sturm</i>			
III. Approval of Agenda		1	<u>Action</u>
IV. Approval of September 7, 2022 Minutes		2	<u>Action</u>
V. Treasurer's Report – <i>Treasurer Dranttel</i>		7	<u>Action</u>
VI. Chair's Report – <i>Chair Laven</i>	4:40		
VII. Finance Director's Report – <i>Ky Battern</i>	4:50	11	
VIII. Executive Director's Report – <i>Nicole Griensewic</i>	5:00		
A. Strategic Plan, CEDS & APR Update – Leah Petricka			
B. MADO All Staff Training			
C. Resolution 2022 – 07 Application to the Federal EDA		12	<u>Action</u>
D. Resolution 2022 – 08 Application to the Federal EDA		13	<u>Action</u>
IX. Other Business	5:50		
A. Commissioner Updates			
B. Meeting Evaluation		Handout	
X. Adjournment	6:00		<u>Action</u>

I. CALL TO ORDER

Chair Laven called the meeting to order at 4:30 p.m. at RNDC in Mankato, MN.

II. ROLL CALL

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

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

OTHERS PRESENT: Scott Schlueter, Ky Battern, Leah Petricka, Nicole Griensewic, Heather Bartelt

There was a quorum.

III. APPROVAL OF AUGUST 10, 2022 MINUTES

Schafer moved to approve the August 10, 2022 minutes as presented. Sturm seconded. Motion carried.

V. TREASURER'S REPORT

Dranttel presented the Treasurer's Report.

Battern noted that there were some difficulties reporting credit card transactions with the current RNDC software. Battern shared that going forward, the reporting will be revised.

Commissioner Schafer inquired about the off-site storage unit. Discussion followed.

Commissioner Lilienthal inquired about out of state travel request charges for Ecuador and Louisiana. Griensewic provided previous meeting minutes that referenced prior approval.

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

VI. PRESENTATION - IJJA OPPORTUNITIES

Chair Laven introduced the virtual presenter, Kellye Rose, Federal Grants Development Director at the MN Department of Commerce. Rose shared with the board information on the following items:

- What's all in the IJA
- Formula Grants vs. Competitive Grants
- Justice40 and Workforce Development
- Current Formula Grant Proposals
- Local Government Eligible Opportunities
- Other Grid Resilience Opportunities

Chair Laven thanked Rose for her presentation and noted that RNDC will follow up with sharing her slides on the Board Portal.

VII. FINANCE DIRECTOR'S REPORT

A. Audit Updates

Battern shared that much of his time has been preparing for the year end audit. Battern noted Abdo had started the virtual audit on September 6th.

Battern shared that RNDC has looked at couple different software options on a trial basis in hopes of incorporating one within the RLF program. ProFx Systems is the new software that best fit RNDC's needs.

Battern updated the board that the project with RNAI, a "The Reconciliation Learning Journey" has been rescheduled to October 6th.

VIII. CHAIR'S REPORT

Chair Laven noted he has nothing to report at this time.

IX. EXECUTIVE DIRECTOR'S REPORT

A. Upcoming Commissioner Vacancies

Griensewic shared that Tim Auringer will not run for re-election as Mayor of Eagle Lake; Small Cities Blue Earth County.

Griensewic noted that Gary Sturm will not run for re-election as Mayor of St. James; Watonwan County Cities under 10K.

Roy Srp will not run for re-election as Mayor of Waseca; Waseca County Cities under 10K.

B. Out of State Travel Request

Griensewic shared with the board she potentially would like Paola Ferrario to join her at ACE in October. Griensewic noted that Ferrario may be eligible for a travel stipend through the RIAC as a representative with a university in Paraguay. If Ferrario is awarded travel funds, RNDC's only cost would be her staff time which can be charge to EDA planning grant. Chair Laven made a motion to collaborate with other agencies on travel expenses for ACE if possible.

Sturm moved to approve the motion to collaborate with other agencies on travel expenses for ACE, Nelson seconded. Motion carried.

C. Le Sueur County Plan Recap

Petricka shared the work she had been doing in Le Sueur County. The project has been to study what it could look like for Le Sueur County to create an economic development position. She provided an overview of the timeline, key responsibilities if a position was created, and mentioned the options the county could consider in addition to the staffing position. She reviewed the recommendations that have been made so far in the process and covered the next steps in the project. Petricka is slated to present at the Le Sueur County Board of Commissioners on September 20th.

D. RNDC 50th Celebration

Griensewic noted that the RNDC 50th Celebration that was scheduled for October 2022 will be rescheduled to January 2023 considering the upcoming elections in November.

Chair Laven requested Petricka to give an update on the corrective action plan with MnDOT. Petricka noted that the finalized plan went into effect on September 1, 2022. Petricka clarified that herself and Joel Hanif are aware of all expectations.

Griensewic asked the board for their thoughts from the MarksNelson training that took place in August. Commissioners shared their input, and all were positive reviews.

Griensewic shared that RNDC will be hosting the All Staff MADO Training November 2-3, 2022. Griensewic noted that Chair Laven and Mayor Massad have been invited to the welcoming presentation at opening of the MADO All Staff Training.

Griensewic shared that RNDC has posted for an Energy Planner Position.

Griensewic shared that MADO will be having a booth at the AMC Conference in Bloomington.

Griensewic noted that the meeting with the Federal EDA in Chicago went well and had a positive conversation.

Griensewic shared that the Blandin Foundation has changed their direction and are no longer doing broadband planning and technical assistance. Blandin will be moving forward with the vision to welcome diversity, address injustice, and embrace changes to create a sustainable and equitable future.

X. OTHER BUSINESS

A. Commissioner Updates

Boettger shared that mixed-use family housing was approved in New Ulm.

Nelson shared that Waseca County is amid budget talks and looking at a 3% increase on property taxes.

Lilienthal shared that he is looking into a jurisdiction boundary modification for Sibley County as their boundary and regional issues do align with Mid-Minnesota Regional Development Commission in Willmar. Discussion followed.

Rohlfing shared that improvements to trails on Lake Washington will be completed by the end of September. Rohlfing noted that budget talks will be occurring and looking at an increase of 7.5 % on property taxes.

Wiersma shared the focus in Blue Earth County has been Human Services and addressing the childcare shortage. Griensewic asked Wiersma for an update on the Rapidan Dam project. Wiersma shared that the public survey results have been collected, however the board currently does not have a consensus on the future of the project.

Sturm shared that the official groundbreaking for Central Farm Service has occurred. Sturm also noted that the Multi-Cultural Fiesta is September 17th in St. James.

Schafer noted that Martin County has completed ditch reassessments.

Dranttel shared that Nicollet County is looking at a 4.5% levy. Dranttel noted that Rock Bend Music Festival is taking place in St. Peter September 10 & 11th.

Chair Laven noted that Mankato is looking at 9.5% and will be using some CARES Act funds. Laven also shared that Mankato is having Pride Fest September 10 & 11th.

B. Meeting Evaluation

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

XI. ADJOURNMENT

Lilienthal moved to adjourn. Schafer seconded. Motion carried.

The meeting adjourned at 6:23 p.m.

Mike Laven, Chair

Gary Sturm, Secretary

DRAFT

REGION NINE DEVELOPMENT COMMISSION
TREASURER'S REPORT
September 30, 2022

CASH BALANCE August 31, 2022 **\$ 2,936,891.94**

Cash Receipts - Checking	7,623.75	
Cash Receipts - Savings	-	
6 County deposits and interest	1,110.20	
9 County deposits and interest	7,891.20	
Tornado deposits and interest	4,273.03	
Cares deposits and interest	-	
Micro deposits and interest	1,093.46	
Interest	987.14	
TOTAL RECEIPTS		\$ 32,046.46
Payroll Disbursements		(115,742.39)
Accounts Payable & Other Disbursements		(47,719.65)

CASH BALANCE September 30, 2022 **\$ 2,805,476.36**

Region Nine Checking and Savings	
Checking	\$ 417,752.11
Savings	19,812.87
Total	\$ 437,564.98

Revolving Loan Funds	
6 County	\$ 154,711.96
9 County	857,785.47
Tornado	406,440.07
Cares Act	136,731.45
Micro	812,242.43
Total	\$ 2,367,911.38

CASH BALANCE September 30, 2022 **\$ 2,805,476.36**

REGION NINE DEVELOPMENT COMMISSION
SEPTEMBER 2022 CASH RECEIPTS
FY23

Description	Amount	
DATE: 9/12/2022		
MN State ACH - Reconciliation Learning Journey	30.00	
TOTALS		30.00
DATE: 9/20/22		
Renewing the Countyside ACH	93.75	
TOTALS		93.75
DATE: 8/1/22		
MN State ACH - MnDOT Transportation	7,500.00	
TOTALS		7,500.00
August 2022 TOTALS		7,623.75

Board Payment Listing - September 2022
Region Nine Development Commission

Check#	Check Date	Vendor Name	Check Amount	Description
115469	09/07/2022	Extended Human Resources LLC	472.50	HR Support Job Description Updates
115470	09/07/2022	Consolidated Communications	750.49	Business Phone Service 8/15/22 to 9/14/22 - Invoice 8/15
115471	09/07/2022	Spectrum	121.77	Internet Service 8/23/22 to 9/22/22 - Invoice # 0820665082322
115472	09/07/2022	Southwest RDC	100.00	2022 AMC Booth Rental - Invoice 8/19
115473	09/07/2022	Spirited Journeys LLC	1,732.50	USDA Consulting 8/1/22 to 8/31/22 - Invoice 1210
115474	09/07/2022	Vanderberg Cleaning Services LLC	350.60	Janitorial Services September - Invoice 14305
115475	09/07/2022	Office Depot Inc	57.08	Copier/Printer Paper and Delivery Fee - Invoice 260504895001
115476	09/07/2022	Social Impact Strategies Group	200.00	Lunch and Learn Presentation 8/31/22 - Invoice 1209
115477	09/07/2022	League of Minnesota Cities	2,119.00	Membership Dues 9/1/22 through 8/31/23 - Invoice # 366861
115478	09/07/2022	Goodwin, Nancy	1,275.00	Bush Grant Planning/Support 8/19/22 to 9/5/22 - 9/6/22 Invoice
115479	09/07/2022	Pacheco, Aaron	409.63	Rental Car and Airport Parking for MarksNelson Training - 8/9 to 8/11
115480	09/07/2022	GMS	80.00	Additional Licences July and August - Invoice # 276884 and #278116
115481	09/07/2022	GMS	140.00	RLSS Monthly Service/Support for September - Invoice # 277703 - Monthly License RLSS - Invoice # 277702
115482	09/07/2022	Cutler, Courtney Breen	262.50	Analyze, Prepare, and Send Out Executive Director Report
115483	09/07/2022	Wells Fargo	161.71	Zoom Standard Pro Annual Subscription for 7.22.22 to 7.21.23 - 7/22/22 - HB
			84.50	USPS Certified Levies - 7/26/22 - HB
			10.55	USPS Package Mailed to LeSueur - 7/27/22 - HB
			470.00	Amazon - Canon Camera - 8/5/22 - HB
			20.98	Sam's Club Mankato - Breakfast Food for MarksNelson Training - 8/7/22 - HB
			17.97	Amazon - Tape Refills - 8/7/22 - HB
			270.81	Amazon - Camera Bag, Tripod, Office Supplies - 8/7/22 - HB
			65.73	Hy-Vee Mankato - Breakfast Items for MarksNelson Training - 8/9/22 - HB
			38.13	Caribou Coffee Mankato - MarksNelson Training - 8/10/22 - HB
			170.63	El Agave, St. Peter - Lunch for MarksNelson Training - 8/10/22 - HB
			19.84	Caribou Coffee St. Peter - Coffee for Commissioners MarksNelson Training - 8/11/22 - HB
			175.41	Nakato Bar and Grill Mankato - Staff Development Lunch - 8/12/22 - NG
			39.00	Overlimit Fee - 8/22/22 - Bank Charge
			1,031.50	Bent River Outfitters Kayaking - Wellness - 8/4/22 - HB
			(462.20)	Adobe Creative Cloud Account Credit for Cancellation - 7/23/22 - CJ
115484	09/07/2022	Wells Fargo	45.72	Neptune Oyster Bar - Boston, MA - Meal - 7/23/22 - NG
			53.78	Lyft Rides (2) Boston, MA - 7/25/22 - NG
			0.99	Apple iCloud Storage Monthly - 7/25/22 - NG
			15.80	El Jefe's Taqueria - Cambridge, MA - Meal - 7/26/22 - NG
			18.95	Lyft Ride Boston, MA - 7/27/22 - NG
			6.46	Apple MindMeister Monthly Subscription - 7/29/22 - NG
			39.27	Doubletree Suites Boston, MA - 7/29/22 - NG
			39.47	Lyft Rides (3) - 7/30/22 - Boston, MA - NG
			6.00	Cart Rental - Orlando, FL - 7/30/22 - NG
			357.65	Doubletree Suites - Boston, MA - Hotel Stay - 7/30/22 - NG
			39.34	Kwik Trip Mankato, MN - Fuel - 8/4/22 - NG
			29.63	3rd Street Tavern St. Peter, MN - Meal - 8/8/22 - NG
			13.63	Macy's State Street - Chicago, IL - Meal - 8/16/22 - NG
			5.55	Lyft Cancel Fee - Chicago, IL - 8/16/22 - NG
			49.41	Broken English Taco Pub - Chicago, IL - Meal - 8/17/22 - NG
			43.99	Lyft Ride - Chicago, IL - 8/17/22 - NG
			483.00	Hilton Palmer House - Chicago, IL - Hotel Stay - 8/17/22 - NG
			24.68	The Marq - Chicago, IL - Meal - 8/19/22 - NG
			52.99	Lyft Ride - Chicago, IL - 8/21/22 - NG
115485	09/07/2022	Wells Fargo	278.69	CC Underpayment Correction from Statement Closing 7/22/22
			12.00	Under the Sun Herbs - Fresh Ingredients - 7/30/22 - JH
			6.00	Twin Arrow Spices Mankato, MN - Fresh Ingredients - 7/30/22 - JH
			11.00	Cedar Crate Farm - Mankato, MN - Fresh Ingredients - 7/30/22 - JH
			5.00	Rebel Rooster Farm - Mankato, MN - Fresh Ingredients - 7/30/22 - JH
			7.20	Upbeat Acres - Mankato, MN - Fresh Ingredients - 7/30/22 - JH
			78.00	Hy-Vee - Mankato, MN - Fuel - 8/2/22 - JH
			6.30	Guldan Family Farm - Mankato, MN - Fresh Ingredients - 8/13/22 - JH
			15.00	Under the Sun Herbs - Mankato, MN - Fresh Ingredients - 8/13/22 - JH
			10.00	Upbeat Acres - Mankato, MN - Fresh Ingredients - 8/13/22 - JH
			18.00	Cedar Crate Farms - Mankato, MN - Fresh Ingredients - 8/13/22 - JH
			5.00	My MN Farmer - Mankato, MN - Fresh Ingredients - 8/13/22 - JH
			15.00	Stone Hearth Farm - Mankato, MN - Fresh Ingredients - 8/13/22 - JH
			6.00	Rebel Rooster Farm - Mankato, MN - Fresh Ingredients - 8/13/22 - JH
			26.84	Dubh Linn Pub - Duluth, MN - Meal - 8/15/22 - JH
			20.10	Ursa Minor Brewing - Duluth, MN - Meal - 8/16/22 - JH
			40.75	Grandma's Saloon and Grill - Duluth, MN - Meal - 8/17/22 - JH
			73.72	Speedway - Cambridge, MN - Fuel - 8/17/22 - JH
			410.72	Holiday Inn - Duluth, MN - Hotel Stay - 8/17/22 - JH
			39.00	Visa Late Fee - 8/16/22
			5.89	Periodic Finance Charge - 8/16/22
115486	09/07/2022	Wells Fargo	322.22	Marriott KC Plaza - Kansas City, MO - Hotel Stay - 7/23 - LP
			56.00	MSP Airport Parking - 7/23/22 - LP
			39.98	Uber Trip - Kansas City, MO - 7/23 - LP
			5.99	Uber Trip Tip - Kansas City, MO - 7/23 - LP
			600.00	Monday.Com Yearly Subscription 7/28/22 to 7/28/23 - 7/29 - LP
			100.00	U of M Content Learning - Conference Red Wing, MN - 8/3 - LP
			27.28	8th Annual Entrepreneurial Bridge Conference - Albert Lea, MN - 8/15 - LP
			39.00	Over Limit Fee - 8/22 - LP
115487	09/07/2022	Wells Fargo	585.93	Adobe Creative Cloud and Acrobat Licenses - 7/23 - KB
			13.00	MN DVS Mankato - 7/23 - KB
			0.32	MN DVS Mankato - Service Fee - 7/23 - KB
			799.00	Surgent McCoy Self Study - Webinar and Self-Study Package - 7/26 - KB
			98.55	Office Max/Depot - Office Supplies - 8/4 - FL
			(144.47)	Bank Adjustment - 8/1
115488	09/09/2022	Neubau Holdings LLC	3,024.00	September Lease Payment
115489	09/14/2022	Rohlfing, Steve J	26.25	September Board Meeting - Mileage

Board Payment Listing - September 2022
Region Nine Development Commission

Check#	Check Date	Vendor Name	Check Amount	Description
115490	09/14/2022	Lilienthal, Christian	165.00	August Training/September Board Meeting
115491	09/14/2022	Schafer, Philip H	118.13	September Board Meeting
115492	09/14/2022	Nelson, Blair	77.50	September Board Meeting
115493	09/14/2022	Loveall, Tom H	83.75	September Board Meeting
115494	09/14/2022	Sturm, Gary L	90.00	September Board Meeting
115495	09/14/2022	Laven, Mike	40.00	September Board Meeting
115496	09/14/2022	Living Earth Center	7,812.50	USDA Grant Expenditures - June 2022 through August 2022
115497	09/14/2022	American Solutions for Business	18.88	Business Cards - Frances and Sabri
115498	09/14/2022	Kruse, David	96.00	MADO Monthly Dashboard Hosting for September
115499	09/14/2022	iSpace environments	5,597.70	Finance Office Desks and Installation
115500	09/14/2022	Mankato Parking, City of	129.45	Parking October - December - Invoice # 14713
115501	09/14/2022	Principal Life Insurance Company	305.02	Life Insurance Premiums 9/15/22 through 10/14/22 - 9/1/22 Statement
115502	09/14/2022	Metro Sales Inc	377.25	Copier Lease 8/27/22 through 9/26/22 - Invoice # INV2112862
115503	09/26/2022	Aerial Imagery Media	4,500.00	USDA/NRCS Project, Cooking Videos - Invoice # 262
115504	09/26/2022	American Solutions for Business	62.03	Unpaid Balance from 7/20/22 Invoice - Invoice # INV06146220
			26.97	Business Cards Kristian - Invoice # INV06232792
115505	09/26/2022	CenturyLink	149.79	Phone Service 8/8/22 - 9/7/22 - Invoice # 601270492
115506	09/26/2022	Consolidated Communications	749.98	Phone Service 9/15/22 to 10/14/22 - Invoice 9.15.22 Statement
115507	09/26/2022	Neubau Holdings LLC	3,115.00	October 2022 Lease Payment
115508	09/26/2022	New Ulm Area Chamber of Commerce	45.00	Hot Topics Lunch Kristian, Alejandra, Heather - Invoice # 12479
115509	09/26/2022	Sustainable Farming Association of Minnesota	2,170.00	Grant Award Billable Hours 11/16/21 thru 9/13/22 - Invoice # 091622R9
115510	09/26/2022	Verizon Wireless	129.00	Cell and Hot Spot Services 8/9/22 - 10/8/22
115511	09/26/2022	Wolters Kluwer	5,720.31	ProSystem FX 1 Year Subscription 9/8/22 to 9/30/23 - Invoice # 5413328193
115512	09/26/2022	Xcel Energy	70.15	Electricity Service 8/14/22 - 9/13/22 - Statement # 796422969
115513	09/29/2022	Wells Fargo	73.57	Pheasant Cafe Coffee and Lunch for Bush Discovery Session - 9/12 - KB
115514	09/29/2022	Wells Fargo	476.00	American Planning Annual Membership - 8/22 - JH
115515	09/29/2022	Wells Fargo	595.00	Southern Illinois University Training for Paola - 8/29 - KB
			68.49	Adobe Acrobat Pro Yearly Subscription 1 License - 8/30/22 - KB
			1,269.35	Monday.com Yearly Subscription 9/9/22 to 9/9/23 - 9/9/22 - LP
			60.69	Adobe Acrobat Pro Yearly Subscription 1 License - 9/13 - KB
115516	09/29/2022	Wells Fargo	0.99	Apple iCloud Monthly Charge - 8/25 - NG
			6.46	Apple Mind Mapping Monthly Subscription - 8/30 - NG
			38.29	Lure Restaurant Meal - Alexandria, MN - 8/30 - NG
			43.16	Lakeside Steak and Chop Glenwood, MN - Meal - 8/31 - NG
			20.30	Backroads Steakhouse Evansville, MN - Meal - 8/31 - NG
			4.74	McDonald's Hutchinson, MN - Meal - 9/1 - NG
			17.13	Le Ferme Alexandria, MN - Meal - 9/1 - NG
			295.80	Fairfield Inn Alexandria, MN - Hotel Stay MADO Exec Mtg. - 9/2 - NG
			4.00	U of M Parking - 9/6 - NG
115517	09/29/2022	Wells Fargo	22.64	Advance Auto Parts Mankato, MN - Headlight - 8/29 - HB
			33.98	Holiday Gas Station Mankato, MN - Fuel for Traverse - 8/29 - HB
			18.89	HyVee Mankato, MN - Cookies and Soda for Lunch and Learn - 8/31 - HB
			126.13	Topper's Mankato, MN - Pizza for Lunch and Learn - 8/31 - HB
			(22.64)	Advance Auto Parts Mankato, MN - Credit for Returned Headlight - 9/1 - HB
			245.64	Mankato Motors Mankato, MN - Headlight Replacement for Traverse - 9/7 - HB
			6.94	Wal-Mart Mankato, MN - Cookies for Commissioners Meeting - 9/7 - HB
			43.59	Casey's Mankato, MN - Fuel for Traverse - 9/9 - HB
			9.26	Casey's Mankato, MN - Car Wash for Traverse - HB
			7.99	Hy-Vee Mankato, MN - Cookies - 9/16 - HB
Check Total	53,311.00			
Report Total:	53,311.00			

Finance

- Semi-Annual reports were completed and sent into the EDA. EDA CARES Act, EDA Planning, and Manufacturing Emergency Resiliency and Recovery Plan (MERRP) grants were involved with this submission.
- Abdo is continuing its audit work and we're providing any information as it becomes requested.
- Our focus has largely shifted back into FY23 as year end reporting and reconciliations are largely completed.

Revolving Loan Fund

- Frances and I are working to complete a site visit schedule with all our loan clients. Our goal is to do an in-person meeting with each of our loan clients at least once annually.
- Revisions to our Revolving Loan Fund Plan are being worked on as our last plan was approved on December 12th of 2018. Updates will be made to work in tandem with the organization's 2022-2026 CEDS plan.
- I will be meeting with a Julie Baumgartner from Citizens Bank in New Ulm to network as we begin to market R9's RLF program. I plan to meet with a new banker or community organization within our R9 counties weekly.
- Two loans are currently going through the application process.

Region Nine Area, Inc.

- Closing out of the Reconciliation Learning Journey fiscal host responsibilities as that event came to an end in early October.



RESOLUTION

Region Nine Development Commission

2022 - 07

RESOLUTION AUTHORIZING APPLICATION TO FEDERAL EDA

BE IT that the Executive Director at Region Nine Development Commission (RNDC) is authorized to be Applicant for federal grant application in partnership with New Ulm Business Resource and Innovation Center (NUBRIC) for the purpose of funding an EDA planning grant.

BE IT FURTHER RESOLVED that RNDC has the legal authority to apply for and receive financial assistance.

BE IT FURTHER RESOLVED that RNDC shall provide their share of the requisite 50% (fifty percent) local match currently estimated at \$2,000. This funding is available as an authorized commitment and unencumbered through in-kind commitments already available by RNDC.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to work with staff and NUBRIC for the development of grant applications to the Federal EDA for funding on behalf of RNDC.

BE IT FURTHER RESOLVED that the Executive Director is designated as an Authorized Representative with authority to execute the grant application, grant agreement, and all other documents should a grant be awarded.

Dated this 9th day of November, 2022

Nicole Griensewic
Executive Director
Region Nine Development Commission

Mike Laven
Board Chair
Region Nine Development Commission



RESOLUTION

Region Nine Development Commission
2022 - 08

RESOLUTION AUTHORIZING APPLICATION TO FEDERAL EDA

BE IT that the Executive Director at Region Nine Development Commission (RNDC) is authorized to be Applicant for federal grant application in partnership with Project Cultivate for the purpose of funding an EDA planning grant.

BE IT FURTHER RESOLVED that RNDC has the legal authority to apply for and receive financial assistance.

BE IT FURTHER RESOLVED that RNDC shall provide their share of the requisite 50% (fifty percent) local match currently estimated at \$17,852. This funding is available as an authorized commitment and unencumbered through commitments already available by RNDC.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to work with staff and Project Cultivate for the development of grant applications to the Federal EDA for funding on behalf of RNDC.

BE IT FURTHER RESOLVED that the Executive Director is designated as an Authorized Representative with authority to execute the grant application, grant agreement, and all other documents should a grant be awarded.

Dated this 9th day of November, 2022

Nicole Griensewic
Executive Director
Region Nine Development Commission

Mike Laven
Board Chair
Region Nine Development Commission

Staff Updates – November 2022

Heather Bartelt

Heather has spent her time this month doing her regular administrative duties alongside participating as RNDC's point of contact for the MADO All Staff Training that took place here in Mankato on November 2 & 3.

Heather has also assisted Nicole and Leah in the interview process for the Environment and Sustainability position.

Heather continues to lead the follow-up discussion from the MarksNelson Training in August with Staff. The goal is to determine RNDC's major priorities, development of tactics, create responsible entities, and establish timelines.

Alejandra Bejarano

Alejandra is working with Nate to finish the strategic planning for the City of Eagle Lake. Alejandra will meet with the local EDA and city council to present a final plan.

Alejandra continues to lead a local task force on talent retention with MNSU. The task force has identified a series of outcomes that would like to work towards. The group is currently meeting monthly to discuss these objectives.

Alejandra has joined biweekly meetings as part of the "Informal to Formal Project" that HACER is leading with the support of the University of Minnesota Extension and RNDC. Recent meetings have focused on finding databases around business informality.

This month, COPAL, a local organization that seeks to impact the quality of life for Latinos in MN through working on public policy, leadership, and community service, is introducing their three-year strategic plan for the region, and they have asked Alejandra to participate in the event and present on economic development and workforce statistics and data as it pertains to the Latino community in South-Central Minnesota. Alejandra is working with Aaron on collecting data points and preparing the presentation.

Lastly, the University of Minnesota and Global Minnesota are hosting a series of events to support the professional development of international students across the state. Alejandra has been asked to be a speaker at one of these events taking place in October. She has been preparing for both presentations.

Kristian Braekkan

Kristian has been supporting the community innovation discussions in Le Center and Waseca as part of the Bush grant in partnership with Leah, Corree, and Nancy Goodwin (project consultant). He is also working on proposals for federal EDA grants with Paola (FDI/export

readiness assessments), Sabri (sustainable food production), and Alejandra with our new intern Juan (workforce resilience).

Heather and Kristian are also working with Greater Mankato Growth to finalize awards for the first round of the DEED-funded Main Street grant. He has also worked on revisions to two EDA applications submitted last month as proposed partnerships with NUBRIC and Project Cultivate, in addition to assessing manufacturing performance in the aftermath of COVID for the completion of the Manufacturing Resilience Plan that is due with the federal EDA next summer. This work has included numerous site visits and follow-up interviews with plants and other stakeholders.

Sabri Fair

A finalized Proposal for Services and contract have been shared with Gary Richter to receive approval from the City Council of Comfrey to conduct an energy and environment planning process. The plan aims to identify the community's issues and goals related to energy costs, water use, waste management, and extreme weather among other topic areas. The plan will provide them with resources and direction to address those issues and become more resilient.

The South Central Grower's Network had its first meeting of the year which included one new member, a three-acre produce farm based in North Mankato. At the meeting, they discussed how the season went for the growers and outlined the year's meetings. Some areas where growers are seeking support are using taxes and accounting to receive maximum benefits for their business expenses and marketing/connecting with buyers. The group will address these by hosting training on both topics.

The Safe Routes to School Plan in Madelia has been moving along with a big week of data collection on the horizon. Throughout the week RNDC will be conducting student surveys, an arrival and departure tally, and a school zone hazard assessment.

As part of the MBFFA grant, Sabri has been working with Paola to conduct interviews with community leaders and entrepreneurs from underserved communities. The purpose of the interviews is to hear about roadblocks hindering the development of their businesses.

Paola Ferrario

Paola, Kristian, and Aaron have been working on a technical assistance grant application to promote direct foreign investment in the region. She also presented on opportunities to the commission and shared the tools that would be used to attract and retain talent in the region. She participated in the basic economic development course dictated by the International Economic Development Council (IEDC).

Paola participated in a business luncheon in Chicago, with the German-American Chamber of Commerce (AHK), where she connected with the North Rhein Westphalia (NRW) trade commission. This has benefited the delegation's plan for Germany and now are working jointly in elaborating an agenda to meet the new government officials in Germany. She has also moved along with the planning of the delegation to Germany, organizing the agenda, purchasing the airline tickets, working on the organization abroad, and connecting with the partners.

She participated in the Lunch and Learn presentation, where Nicole shared her learning experiences with the team. Paola and Leah have also been successful in deploying the project management tool, Monday.com with the team and has onboarded the full team. The training on the project management tool for the next two months has been set in action as well. The adoption of this tool has been positive and promising. Paola and Sabri have also been working on interviewing underserved entrepreneurs for the Mainstreet Businesses Focused on Food and Agriculture, to continue with the needs assessment that will be ongoing until December. The hub-spoke center has highlighted and commended RNDC's efforts as the leading organization within this partnership.

Nate George

Nate submitted the annual report to the state, and it has been sent to print. This document provides the state with a summary of RNDC's projects and finances for the 2022 fiscal year.

He is finishing the layout for the Strategic Plan for Eagle Lake with Alejandra. This report will help the city as it plans for its future. Nate's part of this project included editing the original for grammar and making sure it conforms to the Plain Language Initiative. He also went to Eagle Lake to take photos for the report with Heather and designed the layout for readability and aesthetics.

Nate continues to work with Leah on ways to improve recruiting for future job postings. He is also working with the planning team to prepare the annual performance report.

These tasks were completed along with the day-to-day tasks of website maintenance, social media posts & promotions, and internal & external communications.

Joel Hanif

Madelia's Safe Routes to School plan is progressing well. Joel and Sabri met with school principals to identify problematic intersections and other areas where walking and biking could be dangerous and then convened with a team of volunteers from the city, school district, and MnDOT to conduct a School Zones Hazard Observational Assessment. The group observed the behaviors of car, bike, and pedestrian traffic during arrival and release times and documented counts of people and their behaviors when traveling through the school

zones including distracted driving/walking/biking, helmet safety, narrowly avoided accidents, and crossing outside of designated crosswalks.

Joel and Sabri also retrieved RNDC's bike and pedestrian counters in St. James and delivered preliminary data to the City of St. James. Joel is working on retrieving and assembling more in-depth data analysis pending a return call from the counters' manufacturer help desk. Pending weather forecasts, the counters may be deployed one more time this fall with plans to deploy them at least once in the spring. If the weather gets too cold too soon, the counters will be deployed twice in the spring.

On October 19, Joel held a virtual planning workshop for the Local Human Services Transit Coordination Plan. The attendees consisted of various human services stakeholders (transit providers, public health, nonprofits working with clients that rely on transit services, etc.) throughout the region along with MnDOT representatives. Joel presented an overview of the Greater Minnesota Transit Investment Plan, results from RNDC's survey of transit riders and providers, findings from focus groups of transit riders and providers, and the steps taken toward implementation of the 2017 Local Human Services Transit Coordination Plan. The group then began listing goals for the 2022 plan, which included revisiting some of the unaccomplished 2017 goals along with new transit goals. Additional planning workshops and outreach to veteran service organizations will occur in November and December, with goals and strategies identified and prioritized by the end of the year. A draft plan will be submitted to MnDOT by the end of January.

In the USDA/NRCS local foods project, Joel submitted the end-of-year one progress report in October, and it was accepted by USDA. Joel and Sabri attended a South Central Growers Network meeting on October 26 that included future visioning for the grant and the Growers Network. RNDC staff and Anne Ganey will meet in early November to discuss grant modifications and budget revisions based on experiences and lessons learned in year one of the grant.

Corree Johnson

Corree Johnson has been working with the City of St. James to create a community survey that will aid RNDC and St. James during the development of an economic resiliency plan. This survey will also be utilized as we assist St. James with an EDA application. Both English and Spanish versions have been created and the next steps for promotion are being discussed.

She attends regular weekly planning meetings for the BUSH grant to assist with project planning, developing marketing materials, and completing the final sections of the equity blueprint. She is currently working on developing RSVPs for the community engagement events and a pre-and-post survey that will be utilized.

Corree has also been leading efforts to redesign and update the RNDC website. She is thoroughly going through all website content to make sure that it is updated and working on the first design draft. This draft will then go to Nate for comments and to Nicole for final comments/approval over the next week.

Aaron Pacheco

Aaron Pacheco is continuing the labor shortage study and has been working with data collected by the Minnesota Department of Employment and Economic Development (DEED) and the Bureau of Labor Statistics (BLS). In data collection, historic trends and projections are being used to identify patterns in the region and how Region Nine and its neighbors differ from the rest of the country. Concurrently, Aaron has also generated a dataset and offered previously developed maps to aid in a COPAL collaborative project with Kristian Braekkan and Alejandra Bejarano.

Leah Petricka

Leah has continued to work on the annual performance report (APR) for the CEDS. At the full commission meeting, members were asked to discuss the issues they saw throughout the region. A survey has been collecting input on the level of importance of the multiple themes within the four cornerstones and the role survey respondents view RNDC's participation. Additional engagement is scheduled on October 26 and further follow-up at the board meeting on November 9th.

Leah has been supporting the work of Kristian and Corree on the Equity Blueprint by planning engagement sessions in the City of Le Center and Waseca. These two cities had previously been part of the RELC cohort.

Leah has been assisting Nicole in the search to hire an Environment and Sustainability Planner. Eighteen applicants applied for the position and seven interviews were conducted between October 11 and October 24. After the interviews, the pool was narrowed down further, and the remaining candidates were given a hypothetical scenario to respond to as part of the due diligence process. An offer has not been extended as of the drafting of this report.

Terms & Abbreviations

AURI – Agricultural Utilization Research Institute

CEDS – Comprehensive Economic Development Strategy

CGMC – Coalition of Greater Minnesota Cities

DEED – Minnesota Department of Employment and Economic Development

DHS – Minnesota Department of Human Services

EDA – Economic Development Administration

EDD – Economic Development District

GAC – Gustavus Adolphus College

GIS – Geographic Information Systems

GMG – Greater Mankato Growth

GMDC – Greater Mankato Diversity Council

GMNP – Greater Minnesota Partnership

HACER – Hispanic Advocacy and Community Empowerment through Research

HUD – Department of Housing and Urban Development

LCWM – Lake Crystal Welcome Memorial

LGU – Local Government Unit

LMI – Labor Market Information

LMI – Low-to-Moderate Income

MADO – Minnesota Association of Development Organizations

MAPO – Mankato/North Mankato Area Planning Organization

MDH – Minnesota Department of Health

MnDOT – Minnesota Department of Transportation

MnSCU – Minnesota State Colleges and Universities System

MPCA – Minnesota Pollution Control Agency

MSA – Metropolitan Statistical Area

MSU-M – Minnesota State University, Mankato

MYLAP – MN Young America Leaders Program

NRCS – Natural Resources Conservation Services

REDA – Regional Economic Development Alliance

REV – Rural Entrepreneurial Venture

RLF – Revolving Loan Fund

RNAI – Region Nine Area Inc.

RNDC – Region Nine Development Commission

SBDC – Small Business Development Center

SCBDN – South Central Business Development Network

SCC – South Central College

SHIP – Statewide Health Improvement Partnership

SMIF – Southern Minnesota Initiative Foundation

SRTS – Safe Routes to Schools

TAC – Transportation Advisory Committee