



Commission Meeting

Wednesday, June 12, 2024 at 6:00 p.m.



CONSENT AGENDA

		<u>Time</u>	<u>Page</u>	<u>Action</u>
I.	Call to Order	6:00		
II.	Pledge of Allegiance			
III.	Roll Call – <i>Secretary Branstad</i>			
IV.	Approval of Consent Agenda	6:05	2	Action
	Approval of April 10, 2024, Minutes		3	
	Code of Ethical Conduct Policy		6	
	Treasurer's Report		11	
V.	Faribault County Plan Recap – <i>Kristian, Mercedes, Saga</i>	6:10		
VI.	Chair's Report – <i>Chair Laven</i>	6:30		
	A. Introduction to New Commissioners – Rita Rassbach & Brad Krause			
	B. Commissioner Per Diem Increase from \$40 to \$50		14	Action
	C. Chair Term – B&P Chair Femrite		15	Action
	D. Slate of Officers: Boettger, Dranttel, Branstad			Action
	E. Resolution 2024 – 02 - Proposed FY25 Meeting Dates		16	Action
VII.	Executive Director's Report – <i>Nicole Griensewic</i>	6:45		
VIII.	Public Hearing of FY25 Budget – <i>Chair Laven</i>	7:00		
	A. Call for Opening Public Hearing			Action
	B. Approval of FY25 Operating Budget		18	Action
	C. Approval of FY25 Preliminary Levy		28	Action
	D. Call for Close Public Hearing			Action
IX.	Other Business	7:30		
	A. Commissioner Updates			
	B. Meeting Evaluation			
X.	Adjournment	8:00		Action

I. CALL TO ORDER

Chair Laven called the meeting to order at 6:00 p.m. at South Central Service Cooperative.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

MEMBERS PRESENT: Elliot Belgard, Sarah Berry, Dave Borchert, Steve Cooling, Chris Dalton, Lyle Femrite, Elroy Glidden, Robert Goblirsch, Stephanie Hilpipre, Dawn Kratzke, Mike Laven, Christian Lilienthal, Mary Milbrath, Bob Nielsen, Lisa Norton, Shanon Nowell, Patty O'Connor, Gary Richter, Steve Rohlfig, Phil Schafer, Scott Schlueter, Rob Wilkening (late)

MEMBERS EXCUSED: Andrea Boettger, Jim Branstad, Marie Dranttel, Paul Harris, Katelynne Kratz, Tom Loveall, Mike Pfeil, Julie Tesch

MEMBERS ABSENT: Steve Holmseth, Ayan Omar, Matt Peterson

OTHERS PRESENT: Nicole Griensewic, Ky Battern, Sarah Janovsky, Kristian Braekkan, Mercedes Sempè, Alejandra Bejarano, Nate George, Joel Hanif, Sabri Fair, Samuel Sharp, Mireille Ghassan

There was a quorum.

IV. APPROVAL OF CONSENT AGENDA

Norton moved to approve the consent agenda, Cooling seconded. Motion carried.

V. FINANCE DIRECTOR'S REPORT

Ky Battern, Finance Director, briefed the commission on RNDC related financial matters.

VI. CHAIR'S REPORT

- A. Approval of Regional School Board Commissioner: the nominating committee (Budget & Personnel) brought forward Rita Rassbach as a Regional School Board Commissioner Candidate. Rita was unable to attend the meeting but submitted an introductory video for the commission to view.

Belgard moved to approve Rassbach as a Regional School Board Commissioner, Schafer seconded. Motion carried.

- B. Term as Chair: the Budget & Personnel Committee, serving as the nominating committee, is accepting nominations for Commission Chair. The committee is also recommending a slate of officers to be voted on at the June 12th Commission meeting. Per the bylaws, two names are to be brought forward at least 20 days prior to June's annual meeting for a vote.

VII. NORTH STAR PROMISE PRESENTATION

Saga gave a presentation on the data she has collected and analyzed on the North Star Promise (NSP) and discussed how the NSP could potentially impact Minnesota in general and Region Nine in particular. The research and presentation examined the potential impacts of the NSP program on communities and economies from various perspectives, including industry clusters, public universities, and gender pay disparities.

VIII. EXECUTIVE DIRECTOR'S REPORT

- A. St. James Energy Grant update – Sabri Fair
Sabri worked with Convivencia Hispana, a community organization, in St. James to apply for and successfully received \$100,000 in funding from the Department of Energy through their Community Energy Innovation Prize. The group will use the funding to hire and train Spanish-speaking Community Energy Navigators, who will have the goal of organizing 200 free energy audits for the community. With the data compiled from the energy audits, the community will be prepared to apply for and implement scalable projects that can meet the needs of multiple residences at once.
- B. BDO Zone 'A' Rating – Sam Sharp
The BDO Zone Rating system is a regional biofuels assessment that is designed to attract investors and developers to the region. Region Nine received the nation's first investor grade 'A' rating for the abundance of corn stover feedstock. Sam is having conversations with companies interested in the region. RNDC will be applying for the second round of funding in July: DOE's NREL's Energizing Rural Communities Phase II Prize for \$200,000.
- C. Safe Streets and Roads for All – Joel Hanif
RNDC is seeking funding from the USDOT for a Safe Streets and Roads for All (SS4A) planning grant to create a regional comprehensive road safety action plan. If funded, RNDC would hire a new transportation planner to be the lead on carrying out this work. The total project cost would be \$425,000 (\$340,000 in grant funding, \$85,000 matched by RNDC). The action plan has eight elements: 1. Leadership Commitment and Goal Setting; 2. Planning Structure; 3. Safety Analysis; 4. Engagement and Collaboration; 5. Equity; 6. Policy and Process Changes; 7. Strategy and Project Selections; and 8. Progress and Transparency. Going through this process will make communities in the region competitive for infrastructure dollars to fund projects prioritized in the action plan. The final product will compliment existing Safe Routes to School efforts and South Central Minnesota's Towards Zero Deaths (TZD), programming.

- D. National Endowment for the Arts (NEA)- Nate George
Nathan George described RNDC's application for a National Endowment for the Arts Research Grant. He told the commission that the grant would be for a needs assessment analyzing arts and cultural programming in the region. He said the hope is to address gaps in the current programming and find ways to bring opportunities to rural communities.
- E. American Connection Corps – Alejandra Bejarano
The American Connection Corps (ACC) is an AmeriCorps program focused on building local capacity and advancing economic prosperity by placing fellows in rural communities and legacy cities nationwide. After applying, the American Connection Corps program has decided to move forward with RNDC as a host organization for an ACC member. This member would offer additional support for broadband initiatives in the region. Alejandra is leading this effort and collaborating closely with Scott McFarland, Director of National Service at Lead for America. The next steps involve recruitment and interviews.
- F. Plan Update: Faribault Co. and Sibley Co. – Mercedes Sempè & Kristian Braekkan
Mercedes and Kristian gave an update on strategic economic development planning with Faribault and Sibley counties. The Faribault County plan was finalized the first week of April and will be presented to the county board on May 7th. The Sibley plan will be finalized and presented to the county board by June 30th.
- G. NADO / National League of Cities (NLC) Conference – Commissioner Norton
Mayor Norton recently participated in the NLC Conference in Washington, D.C. on behalf of the City of Eagle Lake. Nicole and Chair Laven and Vice Chair Boettger were also there during that time and conducted meetings together. Norton shared her experience with the commission and encouraged them to do policy visits in the future.
- H. RNDC Organizational Chart and Staffing Update – Nicole Griensewic
Nicole noted that RNDC Intern, Mireille, will be staying on part-time to help with grant-specific tasks while a planner position is vacant. Several grants that have been applied to were reviewed. If the grants are successful there will be significant staffing implications. Nicole walked through what an organizational chart may look like if granted pending funds.

IX. OTHER BUSINESS

Commissioners shared updates from their communities.

X. ADJOURNMENT

Kratzke moved to adjourn, Milbrath seconded. Motion carried.

The meeting was adjourned at 8:10 p.m.

Code of Ethical Conduct Policy

Region Nine Development Commission (RNDC) employees and commissioners are held to the highest standard of honesty, integrity, and ethical behavior.

RNDC employees and commissioners have a duty to the people of the jurisdictions they represent and must act in the public interest.

Every employee and commissioner must comply with this Code of Ethical Conduct to:

- Ensure compliance with the Code of Ethics for Employees and Commissioners found in [M.S. 43A.38](#), and other applicable law
- Avoid any appearance of impropriety
- Maintain the public trust
- Ensure the use of county, federal, and other local resources for purposes
- Strengthen governance processes and accountability

This policy applies to all employees and commissioners of RNDC.

Acceptance of Gifts

Employees or commissioners may not directly or indirectly solicit, accept, or receive anything of value for performing their RNDC duties, except for the compensation and benefits provided by RNDC. They may not directly or indirectly solicit, accept, or receive any payment of expense, compensation, gift, reward, gratuity, favor, service, promise of future employment, or promise of a future benefit for activities related to their duties, except those provided by RNDC. Employees offered impermissible gifts must decline or return them to the giver; an employee who is unable to return the gift must contact the RNDC's Executive Director to determine appropriate disposal.

The *limited exceptions* to the prohibition on the acceptance of gifts are as follows:

- Gifts of "nominal value" – defined as being of little or no marketable value. Gifts of cash and gift certificates or gift cards of any value are prohibited. Some examples of gifts of "nominal value" include, but are not limited to:
 - Pens, cups, totes, flash drives or other trinkets bearing a company's name/logo that do not have a marketable value.
 - Snacks or light refreshments provided at a meeting, conference or other event as a normal courtesy and offered to all attendees.
- Plaques or mementos recognizing individual service in a field of specialty or to a charitable cause.
- Payment or reimbursement of expenses for travel (including lodging and meals) that:
 - are not reimbursed by the employee or commissioner's agency and RNDC,
 - have been approved in advance by the employee's agency,
 - are associated with a work assignment, and
 - which do not otherwise present a conflict of interest.

- Honoraria or expenses paid for papers, talks, demonstrations, or appearances which are:
 - made by employees on their own time, including vacation,
 - not part of their regular job duties, and
 - which do not otherwise present a conflict of interest.
- Special discounts or offers made by private businesses along as offered as a marketing strategy to increase its business, not to influence the work responsibilities performed by the employee or commissioner.

Use of Confidential Information

Employees and commissioners may not use confidential information obtained in the course of their involvement with RNDC to further their private interest, or the private interest of any person or organization except as authorized by law.

Additionally, employees and commissioners may not accept outside employment or involvement in a business or activity which requires them to disclose or use confidential information obtained in the course of their work under RNDC.

Use of RNDC Property

Employees may not use or allow the use of RNDC leased facilities, supplies, equipment, or other property for their private interest, for the private interest of any person or organization, or any other use not in the interest of the jurisdiction area RNDC represents, except for personal use of IT under the following parameters:

- (1) Does not increase risk to state data or system security
- (2) Results in no more than an incremental cost to RNDC
- (3) Complies with state and federal law

Conflict of Interest

Employees and commissioners must avoid any action which might result in a conflict of interest. Conflicts of interest occur when an RNDC employee or commissioner personal interests or loyalties compete with or compromise their ability to faithfully fulfill their responsibilities under the RNDC with objectivity, impartiality, good judgment, and loyalty to those interests RNDC represent. Conflicts of interest include, but are not limited to, the following actions:

- Using or attempting to use RNDC's employee or commissioner's position, including their title, prestige, authority, or influence, for their private gain or that of their family, relatives, partners, friends, or outside interests. This prohibition includes using or attempting to use one's position with RNDC to solicit or secure special benefits, privileges, or advantages that are not available to the general public for the employee or commissioner or their family, relatives, partners, friends, or outside interests.

- Accepting or soliciting employment, a contractual relationship, or a fiduciary responsibility that will affect the employee or commissioner's independence of judgment in the exercise of the duties required inherent with RNDC.
- Accepting or soliciting employment, a contractual relationship, or a fiduciary responsibility with any person or public or private entity that is directly or indirectly subject to control, inspection, review, audit, or enforcement by the employee or commissioner in their RNDC position.
- Receiving or accepting any money or thing of value from anyone other than RNDC for performing an act which the employee would be required or expected to perform in the regular course or hours of their RNDC employment or as part of their RNDC duties.
- Performing an act in the employee or commissioner's personal capacity which may later be subject directly or indirectly to the control, inspection, review, audit, or enforcement by the employee or commissioner in their RNDC position.
- Holding or seeking financial interests that conflict with the conscientious performance of the employee or commissioner's RNDC duties.
- Participating on behalf of RNDC in the development, review, or evaluation of requests for proposal ("RFP"), request for bid ("RFB"), or requests for information ("RFI"), or the selection, award, or administration of a contract or grant when the employee or commissioner, their family, their partner, or any of the their outside interests has or is seeking a financial or other interest in, or has or may obtain a tangible personal benefit from, an organization that is likely to apply for, is considered for, or is selected for the contract or grant.
- Participating on behalf of RNDC in the development, review, or evaluation of RFPs, RFBs, or RFIs, or the selection, award, or administration of a contract or grant with respect to a non-state public entity when the employee/commissioner, their family or partner is an elected or appointed official of the non-state public entity.
- Acting as an agent or attorney in any action or matter pending before the employing agency and/or the state except in the proper discharge of official RNDC duties or on the employee or commissioner's own behalf.
- Competing with the RNDC, or soliciting a financial agreement for the employee or commissioner or other entity other than RNDC, where RNDC is currently engaged in providing a service or where RNDC has expressed an intention to engage in competition for providing a service, unless RNDC waives this conflict.

Employees must also avoid any action which might result in a potential conflict of interest or the appearance of a conflict of interest.

"Potential conflict of interest" means that the employee or commissioner's own interests, the interests of the their family or partner, or the interests of any of the their outside interests could create an inappropriate influence on their judgment in the exercise of their duties if they are called on to make a decision or recommendation that would affect one or more of those interests.

“Appearance of a conflict of interest” means any situation that would cause a reasonable person, with knowledge of the relevant facts, to question whether the employee or commissioner’s personal interest, affiliation or relationship inappropriately influenced their action in their RNDC position, even though there may be no actual conflict of interest.

- NOTE: Nothing in this policy shall be construed to suggest that an employee should not participate in a matter because of their political, religious, or moral views.

If there is a determination that an actual, potential, or apparent conflict of interest exists, the employee or commissioner must avoid the situation giving rise to the actual, potential, or apparent conflict, and may be instructed not to pursue or to discontinue a conflicting outside activity, unless the conflict is of the type that can be lawfully waived and the agency determines in its sole discretion that it is in the best interest of the agency to waive or seek a waiver of the conflict. While actual, potential, or apparent conflicts of interest sometimes can be resolved by assigning the matter to another employee or commissioner who does not have a conflict, the agency has no obligation to do so if the agency determines, in its sole discretion, that such reassignment is not in the best interest of the agency.

No commissioner shall vote, decide on, or discuss any matter before the commission in the event a possible conflict may exist as outlined above, except that:

- a. A commissioner having interest through a voluntary association with the person or organization may be allowed to discuss the matter.
- b. If the matter concerns a person or organization with which the commissioner had former contact, and that former contact existed either prior to his or her selection or occurred at least two years prior to the current discussion of the matter, the commissioner may freely act.

Reporting Responsibility

It is everyone’s responsibility to raise a concern promptly about a violation of RNDC policy, law or regulation. This is intended to encourage and enable persons to raise serious concerns within the RNDC before seeking resolution outside RNDC. In most cases, a board member should present his or her concerns to the chair of the Board of Directors. All others should present their concerns to the executive director. However, if a board member is uncomfortable speaking with the chair of the Board of Directors or is uncomfortable with the chair of the Board of Directors response, or if a committee, taskforce member, or employee is uncomfortable speaking with the executive director or with the executive director’s response, the person is encouraged to speak with anyone on the Board of Directors whom that person is comfortable approaching.

RNDC prohibits retaliation against anyone who in good faith reports a suspected violation of law, regulation, or RNDC policy or who cooperates in an RNDC investigation. RNDC will not permit any harassment, retaliation or adverse employment consequence against a person for making a good-faith complaint, regardless of whether the underlying facts prove to be correct or result in any corrective action. An employee who retaliates against someone who has made a good-faith complaint under this policy is subject to discipline up to and including termination of employment or removal from the commission.

RNDC's executive director, working with the chair of the Board of Directors, will act as the RNDC's compliance officer. The compliance officer is responsible for ensuring that all complaints about unethical or illegal conduct are investigated. The chair of the Board of Directors, or his or her designee, will assume the compliance officer role if the report involves the executive director.

The Budget and Personnel Committee of the RNDC shall address all reports, concerns or complaints regarding corporate accounting practices, internal controls or auditing. The compliance officer shall immediately notify the Budget and Personnel Committee of any such complaint and work with the committee until the matter is resolved.

Anyone filing a complaint concerning a violation or suspected violation of the law, regulation or RNDC policy must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be treated as a serious disciplinary offense.

Violations or suspected violations of law, regulation or RNDC policy may be submitted on an anonymous basis, but in deciding whether or not to make a report anonymously, please understand that investigation and resolution of anonymous reports may be more difficult than investigation and resolution of a non-anonymous report. Reports of violations or suspected violations of law, regulation or RNDC policy will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

If warranted, RNDC will commence an appropriate investigation, using internal and/or external resources with expertise in conducting investigations. The compliance officer, or the person responsible for carrying out the compliance officer's role with respect to a reported or suspected violation, will acknowledge receipt of the reported violation or suspected violation by promptly writing a letter (or e-mail) to the complainant, unless the report has been made anonymously. Investigations will be conducted promptly and discretely, and appropriate corrective action will be taken if warranted by the investigation.

Signature of Commissioner: _____ Date: _____

Region Nine Development Commission

Balance Sheet

As of March 31, 2024

	<u>General</u>	<u>Legacy RLF</u>	<u>CARES Act RLF</u>	<u>Auto Fund</u>	<u>Total</u>
Assets					
Cash	\$ 372,196	\$ 1,855,818	\$ 133,938	\$ 81,113	\$ 2,443,065
Receivables					
Taxes - Current	714,271	-	-	-	714,271
General Accounts Receivable	11,241	-	-	-	11,241
Grants Accounts Receivable	175,869	-	-	-	175,869
Revolving Loan - Current	-	139,298	116,982	-	256,280
Revolving Loan - Long-Term	-	984,649	694,972	-	1,679,621
Revolving Loan - Delinquent	-	24,747	29,000	-	53,747
Capital Assets, Net of Depreciation	14,201	-	-	-	14,201
Prepays	-	-	-	-	-
Total Assets	<u>1,287,778</u>	<u>3,030,339</u>	<u>996,059</u>	<u>81,113</u>	<u>5,395,289</u>
Liabilities					
Accounts Payable	10,806	-	-	-	10,806
Due to Other Funds	(17,303)	26,375	(11,769)	49,691	46,994
Accrued Wages Payable	-	-	-	-	-
Accrued Payroll Liabilities	7,206	-	-	-	7,206
Unearned Revenue	22,122	-	-	-	22,122
Accrued Leave Payable	63,499	-	-	-	63,499
Variance to be Reconciled	-	-	-	-	-
Total Liabilities	<u>86,330</u>	<u>26,375</u>	<u>(11,769)</u>	<u>49,691</u>	<u>150,627</u>
Deferred Inflows of Resources					
Property Taxes Levied for Subsequent Year	640,848	-	-	-	640,848
Total Deferred Inflows of Resources	<u>640,848</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>640,848</u>
Fund Balances					
Non-Spendable - Prepaid Items	-	-	-	-	-
Restricted for Future Loans	-	3,003,964	981,872	-	3,985,836
Restricted Fund Balance	-	-	-	31,422	31,422
Unassigned	560,600	-	25,956	-	586,556
Total Fund Balances	<u>560,600</u>	<u>3,003,964</u>	<u>1,007,828</u>	<u>31,422</u>	<u>4,603,814</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>1,287,778</u>	<u>3,030,339</u>	<u>996,059</u>	<u>81,113</u>	<u>5,395,289</u>
	-	-	-	-	-

Region Nine Development Commission
Statement of Revenues, Expenditures, and Changes
As of March 31, 2024

	<u>General</u>	<u>Legacy RLF</u>	<u>CARES Act RLF</u>	<u>Auto Fund</u>	<u>Total</u>
Revenues					
Levy					
Taxes	375,163	-	-	-	375,163
Federal Grants					
EDA Planning Grant	13,016	-	-	-	13,016
Other Federal Grants	158,334	-	-	-	158,334
Transportation					
Transportation - MnDOT Contract	75,000	-	-	-	75,000
Transportation - Other	-	-	-	-	-
Other Grants	117,757	-	-	-	117,757
Contract Revenue	23,336	-	-	-	23,336
Deposit Interest & Dividends	14,260	44,342	2,228	-	60,830
Loan Interest Earned	-	43,123	8,632	-	51,755
Transfer Funds	(2,452)	8,820	(6,368)	-	-
Other Revenue	1,954	97	70	8,384	10,505
Total Revenues	<u>776,368</u>	<u>96,400</u>	<u>5,212</u>	<u>8,384</u>	<u>886,364</u>
Expenses					
Salary & Wages	586,403	57,567	647	-	644,617
Fringe Benefits	143,223	15,913	179	-	159,315
Indirect Costs	170,360	16,900	190	-	187,450
Consultants	168,244	-	-	-	168,244
Staff Travel	18,980	530	-	871	20,381
Supplies	3,816	60	-	-	3,876
Copying	1,640	-	-	-	1,640
Postage	602	-	-	-	602
Phone	1,227	-	-	-	1,227
Staff Development	9,311	843	-	-	10,154
Software	28,826	806	-	-	29,632
Dues, Membership, Registration	18,657	-	-	20	18,677
Marketing & Publication	7,808	-	-	-	7,808
Rentals	1,973	-	-	777	2,750
Bank Service Charges	3,614	2,236	900	-	6,750
Service Fees	1,399	34	-	-	1,433
Insurance	-	-	-	373	373
Legal Fees	6,381	2,011	3,048	-	11,440
Catering & Event Meals	1,780	-	-	-	1,780
Equipment	2,681	-	-	55,700	58,381
Commission					
Per Diems	4,598	-	-	-	4,598
Travel	6,833	-	-	-	6,833
Catering	2,061	-	-	-	2,061
Other	983	-	-	-	983
Bus Tour	-	-	-	-	-
Miscellaneous	5,518	(500)	248	429	5,695
Total Current	<u>1,205,758</u>	<u>96,400</u>	<u>5,212</u>	<u>58,170</u>	<u>1,365,540</u>
Debt Service					
Copier Lease Payment	2,736	-	-	-	2,736
Total Debt Service	<u>2,736</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,736</u>
Total Expenditures	<u>1,208,494</u>	<u>96,400</u>	<u>5,212</u>	<u>58,170</u>	<u>1,368,276</u>
Net Changes in Fund Balances	(432,126)	-	-	(49,786)	(481,912)
Fund Balances, July 1, 2023	<u>992,726</u>	<u>3,003,964</u>	<u>1,007,828</u>	<u>81,208</u>	<u>5,085,726</u>
Fund Balances as of March, 2024	<u>\$ 560,600</u>	<u>\$ 3,003,964</u>	<u>\$ 1,007,828</u>	<u>\$ 31,422</u>	<u>\$ 4,603,814</u>

Region Nine Development Commission
Board Payment Listing - March 2024

Check#	Check Date	Vendor Name	Check Amount	Description
116412	03/04/2024	Spectrum	124.98	Internet Charges - 2/23 to 3/22 - INV 0820665022324
116413	03/04/2024	Lime Valley Advertising Inc	258.75	Programming Services for Website - INV 24120.01
116414	03/04/2024	Metro Sales Inc	377.25	Contract Lease Charge - 2/27 to 3/26 - INV 2472677
116415	03/04/2024	Vanderberg Cleaning Services LLC	360.00	Janitorial Services for March - INV 17259
116416	03/04/2024	Friesen's LLC dba Wooden Spoon	209.21	Growers Network - Room Rental & Food for 4/10- INV 000534
116417	03/04/2024	Friesen's LLC dba Wooden Spoon	144.19	Growers Network - Meeting Room & Apps for 5/8 - INV 000533
116418	03/04/2024	Friesen's LLC dba Wooden Spoon	155.03	Growers Network - Room Rental & Apps for 3/20 - INV 00532
116419	03/04/2024	Xcel Energy	56.31	Electric for 1/17 to 2/18 - INV 865796245
116420	03/04/2024	League of MN Cities Insurance Trust P&C	8,562.00	Property/Casualty Renewal for 12/20/23 to 12/19/24 - Acct 40006411
116421	03/04/2024	Thriveon Inc	3,461.64	IT Services & Softwares - Month of March - INV 185438
116422	03/04/2024	Blethen Berens	1,323.00	Loan Document Review - Statement 3, Acct 12541.010
116423	03/04/2024	Blethen Berens	116.00	RLF Legal - Statement 4, Acct 12541.009
116424	03/04/2024	Blethen Berens	66.00	Audit Letter Correspondence - Acct 12541.03, Statement 76
116425	03/04/2024	South Central Service Coop	23.00	Water & Coffee Fee for Room Reservation - INV 22506
116426	03/04/2024	Spirited Journeys LLC	2,835.00	USDA NRCS Consultant Work - February Hours - INV 693A
116427	03/04/2024	Lake Crystal Coaches	976.00	Bus Reservation - Bus Tour on 6/12 - Quotation ID of 2117
116428	03/04/2024	Bejarano Cubillos, Maria Alejandra	48.36	Fuel for Traverse Reimbursement - 11/10
116429	03/04/2024	Glidden, Elroy	127.00	Per Diem & Travel - 2/6
116430	03/04/2024	Norton, Lisa	54.74	Per Diem & Mileage - 2/6
116431	03/04/2024	Schlueter, Scott A	32.16	Mileage for 2/16 Legislative Committee
116432	03/04/2024	Pfeil, Mike	90.25	Mileage & Per Diem - 2/6
116433	03/04/2024	Laven, Mike	40.00	Per Diem - 2/6
116434	03/04/2024	Boettger, Andrea S	291.32	Mileage & Per Diem: 1/10, 2/6, 2/14, 2/16
116435	03/04/2024	Norton, Lisa	48.71	Per Diem & Mileage - 2/14
116436	03/04/2024	Pfeil, Mike	86.90	Mileage & Per Diem - 2/14
116437	03/04/2024	Glidden, Elroy	100.30	Mileage & Per Diem - 2/14
116438	03/04/2024	Millmann, Brenda	36.89	Reimbursement for Faribault Event Drinks - 2/5/24
116439	03/04/2024	Neubau Holdings LLC	3,208.00	March 2024 Office Rent
116440	03/04/2024	Living Earth Center	1,833.42	USDA NRCS Consultant Work - February 2024 - INV 1029
116441	03/08/2024	LeadCar Toyota Mankato	34,448.00	2024 Toyota RAV4
116442	03/26/2024	Neubau Holdings LLC	3,208.00	April 2024 Office Rent
116443	03/26/2024	Lilienthal, Christian	40.00	B&P Per Diem - 3/7
116444	03/26/2024	Berry, Sarah	40.00	B&P Per Diem - 3/7
116445	03/26/2024	Loveall, Tom H	40.00	B&P Per Diem - 3/7
116446	03/26/2024	Laven, Mike	40.00	B&P Per Diem - 3/7
116447	03/26/2024	Harris, Paul	40.00	B&P Per Diem - 3/7
116448	03/26/2024	Verizon Wireless	175.32	Cell & iPad Service - Acct 583014484-00001
116449	03/26/2024	United Team Elite	566.00	R9 Logo Gear for Staff
116450	03/26/2024	Richter, Gary	40.00	B&P Per Diem - 3/7
116451	03/26/2024	Branstad, Jim	92.00	Per Diem & Mileage - 3/13
116452	03/26/2024	Laven, Mike	40.00	Per Diem - 3/13
116453	03/26/2024	Loveall, Tom H	86.90	Per Diem & Mileage - 3/13
116454	03/26/2024	Lilienthal, Christian	90.92	Per Diem & Mileage - 3/13
116455	03/26/2024	Schafer, Philip H	124.42	Per Diem & Mileage - 3/13
116456	03/26/2024	Wilkening, Rob	112.16	Per Diem & Mileage - 12/13 & 3/13
116457	03/26/2024	Southwest Regional Development Commission	95.61	MADO Feb 2024 INV 072
116458	03/26/2024	City of Mankato	258.90	Parking Ramp Quarterly - INV 21455
116459	03/26/2024	Principal Life Insurance Company	283.58	Life Insurance Payment - 3/15 to 4/14 - Acct 1125885-10001
116460	03/26/2024	Blethen Berens	1,824.00	Legal Review of Policy Manual - Acct 12541.003 Stmt 77
116461	03/26/2024	Blethen Berens	406.00	RLF Collection Services - Acct 12541.009 Stmt 5
116462	03/26/2024	United Team Elite	692.00	R9 Staff Logo Gear
116463	03/26/2024	River Bend Business Products	13.10	Printing Services - INV 402291-00
116464	03/26/2024	Johnson, Corree	4,860.00	Consulting Services - February 2024
116465	03/26/2024	Creative Ad Solutions Inc	38.70	Name Badges & Mug for Sarah - INV 26445
116466	03/26/2024	Security Storage Systems	100.00	Offsite Storage fo March
116467	03/26/2024	Spirited Journeys LLC	2,835.00	USDA NRCS Consultant Work - February 2024 INV 693A
116468	03/26/2024	Lime Valley Advertising Inc	86.25	Web Updates - INV 24120.02
116469	03/26/2024	Janovsky, Sarah	11.87	Cookies for Board Meeting Reimbursement - 3/13
116470	03/26/2024	Ghassan, Mireille	18.17	Meal Reimbursement - EJ's Bar & Grill - 2/29
116471	03/26/2024	Rohlfing, Steve J	68.14	Per Diem & Mileage - 3/13
116472	03/26/2024	NuVantage Employee Resource	720.00	Employee Assistance Program - INV 0153834
116473	03/26/2024	GMS	611.69	Accounting Software Billings - Billing 69022024
116474	03/26/2024	GMS	80.00	RNAI Accounting Software Access - Billing 940022024
116475	03/26/2024	US Bank	13,179.13	Final WF Transfer to US Bank for Legacy RLF
116476	03/26/2024	US Bank	21,167.24	Final WF Transfer to US Bank for CARES RLF
Check Total	111,579.51			
Report Total:	111,579.51			

Finance

- The Board of Directors approved a Revised Budget for the 2023-2024 Fiscal Year at their May meeting. Having a revised budget provided the organization with a better base in creating the 2024-2024 budget.
 - General Fund Revised
 - Revenues \$1,191,158
 - Expenditures \$1,558,699
 - Among other adjustments, the projected increased deficit is due to a reduction in revenues for EDA Planning, Food Hub, and a MADDO Cost Share agreement that never materialized along with added consulting costs and other previously unbudgeted expenses within the FY24 adopted budget.
 - The ending fund balance for June 30, 2024, is projected to be at \$610,032. This would be 87% of our Payable 2024 Levy (\$610,032 fund balance / \$698,409 Levy)
 - Changes related to staffing with the FY24 Revised Budget:
 - Director position never filled for FY24.
 - Lending Specialist position was created with the departure of the Finance Specialist.
 - Economic Development Director moved from half-time to full-time.
 - The 2nd Communications Specialist position as left vacant.
 - A temporary part time Economic Development Assistant was added.
 - A temporary full time Practicum Scholar was added.
 - Total FTE's went from 12.70 in Adopted to 11.83 in the Revised.
- The Strategic Plan creation timeline was moved back to correspond with staffing updates as presented in the FY25 proposed budget.

Revolving Loan Fund

- RLF
 - Current Principal Outstanding = \$2,096,457
 - Approximately \$1.93M Available to Lend
- Will be conducting interviews for the Lending Specialist position the week of June 10th.

Region Nine Area, Inc.

- Abdo has sent us notice that they are restructuring internally and they will not be able to provide us with 990 tax preparation services going forward. We will look to find another firm based on the suggestions they have provided.

**Region Nine Development Commission
Full Commission Meeting
June 12, 2024
Commissioner Stipends**

R9 Commission,

The Budget & Personnel Committee made a successful motion to recommend an increase to the meeting stipend amount currently at \$40 to the max of \$50 per day. The \$50 per day is the maximum allowed per state statute 462.388 Subd. 5. This would result in an increase of approximately \$3,000 to the annual budget.

The request to the Commission would be to approve or deny the recommendation.

Ky Battern, CPA
Finance Director
507-389-8878

Article VI of the Region Nine Bylaws states;

1A. The officers of the Commission shall be a chair, a vice chair, a secretary and a treasurer. The Commission may establish additional offices from time to time. The first chair shall be selected by the Commission from Commission membership. Nominations for chair will be accepted from any member of the Commission. The first chair shall serve a term of one year; succeeding chairs shall serve for a term of two years from the date of their appointment and until a successor is elected and qualified. The chair's term shall be restricted to two consecutive terms.

1B. Nominating Committee: The Budget and Personnel Committee will act as the nominating committee. The chair of the nominating committee will be a member from the Budget and Personnel Committee. A potential candidate shall abstain from the nominating process. The nominating committee must submit, twenty days prior to the election, the name or names of one or more commissioners who intend to stand for election for chair.

3. All officers shall be commissioners. Assistant secretaries or assistant treasurers need not be commissioners.

4. The officers shall be elected as hereinafter provided and shall serve for a term of one (1) year and until their successors are elected and qualified, except for the chair of the Commission, whose term shall be for two (2) years, except for the first chair whose term shall be one (1) year.

5. No two (2) offices may be held by the same person at the same time.



RESOLUTION

Region Nine Development Commission 2024 – 02

Resolution Establishing Region Nine Development Commission Meeting Dates for Fiscal Year 2025

- Whereas,** The State of Minnesota established the Region Nine Development Commission to work with an on behalf of the nine counties, seventy-two cities, and one hundred forty-seven townships on economic, social, physical and governmental issues of a regional nature, an
- Whereas,** the bylaws of the Region Nine Development Commission require that meeting dates of the Commission be set by resolution of the Commission.
- Now, therefore, be it resolved,** that the Region Nine Development Commission establish the following as meeting dates for fiscal year 2025.

Full Commission

October 9, 2024
January 8, 2025
April 9, 2025
June 18, 2025

Board of Directors

August 14, 2024
September 11, 2024
November 13, 2024
December 4, 2024
February 12, 2025
May 14, 2025

Be it further resolved, that the meetings of the Commission shall be held at the principal office of the Commission in the City of Mankato, Blue Earth County, Minnesota and may establish such other locations for meetings, as it may deem appropriate.

Dated this 12th day of June 2024

Signed:

Mike Laven, Chair

Jim Branstad, Secretary

**Region Nine Development Commission
FY25 Budget Presentation**

FY25 Budgetary Highlights:

Near Break Even:

- Budget has revenues exceeding expenses by \$5,125 within the General Fund. Only the grants and contracts for which we have signed agreements and approvals in place are budgeted. R9 staff will continue to pursue other grant and contract opportunities to better our financial position.

Staffing & Personnel:

- The budget is populated using a 3.5% increase to the R9 Salary Schedule which was approved at both the Board of Directors and Budget & Personnel Committee meetings. FY25 currently has FTE's budgeted at 11.94 slightly up from the 11.83 per the FY24 Revised Budget. A full listing of staff movements are listed later in this packet.

Other Items of Note:

- R9 and the University of Minnesota will be partnering on a position that will require the staff member to spend half their time on helping R9 communities with climate resiliency while the other half to be utilized by R9 as needed. U of M will be supporting 50% of this position. This is estimated to be at \$75,000. An additional \$65,000 was also pledged from the U of M increasing the total for FY25 to \$140k.
- R9 was awarded a \$100,000 prize for energy efficiency work for the Community Energy Innovation Prize during their Concept Phase. R9 will be contracted to perform energy audits over the next several years and we anticipate total revenues to approximate \$27,333 annually in contract work.
- Additional funding from the McKnight foundation to support the State Competitiveness efforts has been awarded at a total of \$150,000 over two years (\$75,000 per year).
- R9 was awarded a \$340,000 MN DOT Grant entitled Safe Streets and Roads for All. This grant requires a 20% match on R9's part for total dedicated funding over the next 3 years of \$425,000. A full time position will be posted to fulfil the objectives of this grant.
- The USDA NRCS grant has mostly concluded in FY24 resulting in a decrease in both costs and revenues related to the project.
- The Regional Food Business Center (RFBC) Grant will ramp up along with revenues and expenses associated with that work in FY25.
- State Competitiveness Funding was awarded in late FY24. The budget for FY25 has increased revenues and expenses in association to this funding as it will be in operation for the full year.
- R9 hopes to be fully staffed in the year ahead thereby significantly reducing expenses for consultants.

Levy:

- This budget includes the 3% increase approved in June of 2023 for the 23 Payable 24 Levy. The discussion regarding the 24 Payable 25 levy does not factor into this budget.

Projected FY25 General Fund Ending Fund Balance:

	Fund Balance Projection
Fund Balance Ending June 30, 2023	\$ 977,573
FY24 Revised Budget Expenses over Revenues	(367,541)
Projected Ending Fund Balance Ending June 30, 2024	610,032
FY25 - Proposed Revenues	1,508,072
FY25 - Proposed Expenditures	(1,502,927)
Proposed FY25 Budget	5,145
Projected General Fund Balance Ending June 30, 2025	\$ 615,177

Fund Balance to Levy Ratio:

	615,177
Levy Revenue for FY25 ÷	698,409
	88%

**Region Nine Development Commission
Budget Summary - FY25**

Program Description	Project Period	Adopted Revenues	Adopted Expenditures	Transfers	Net Total
USDA - Farmers & Food Access	09/09/2021-06/15/2024	29,940.49	29,202.29	738.20	-
General Fund		(88,776.22)	720,934.80	(746,748.75)	(62,962.27)
EDA Planning (End 3.31.27)	4/1/2024-3/31/2027	140,000.00	144,142.51	(4,142.51)	-
Regional Food Business Center (RFBC) Grant	7/1/2023-6/30/2027	85,800.00	59,821.61	25,978.39	-
State Competitiveness Grant	2/16/2024-6/30/2026	97,166.67	96,825.65	341.01	-
Levy		698,409.00	-	698,409.00	-
Copier Fund		500.00	2,000.00	(1,500.00)	-
R9 Wellness		1,720.00	1,720.00	-	-
Commission Fund		-	32,545.00	(32,545.00)	-
REV Assessment - SMIF Contract		7,500.00	6,220.61	1,279.39	-
Resilience Assessment - SMIF Contract		10,000.00	8,319.13	1,680.87	-
U of M Partnership		140,000.00	83,782.12	56,217.88	-
Community Energy Innovation Prize		27,333.00	16,143.31	-	11,189.69
McKnight - State Competitiveness		75,000.00	93,378.71	-	(18,378.71)
Safe Roads and Streets for All		89,671.10	89,374.79	-	296.31
Transp Regional Priorities - FY25		88,235.00	86,643.48	1,591.52	-
Transp Planners Meetings - FY25		-	1,300.00	(1,300.00)	-
Initiative Foundation Grant - 2024		75,000.00	-	-	75,000.00
Living Earth Center - LFPA	10/10/2023-10/1/2025	13,089.33	13,089.33	-	-
Wooden Spoon - LFPA	10/10/2023-10/1/2025	10,816.67	10,816.67	-	-
South Central Food Recovery - LFPA	10/10/2023-10/1/2025	6,666.67	6,666.67	-	-
Total General Fund		1,508,071.71	1,502,926.68		5,145.02
Legacy RLF Admin		84,140.00	71,982.45	-	12,157.55
Legacy RLF Loan Fund		56,532.00	-	-	56,532.00
Cares Act RLF Admin	7/27/2020	5,500.00	70,237.45	-	(64,737.45)
Cares Act RLF Loan Fund		11,904.00	-	-	11,904.00
Total Revolving Loan Funds		158,076.00	142,219.90	-	15,856.10
Auto & Equipment		3,500.00	7,288.00		(3,788.00)
Total Proprietary Funds		3,500.00	7,288.00	-	(3,788.00)
Grand Total		1,669,647.71	1,652,434.58	-	17,213.12

-

**Region Nine Development Commission
Revenue Reconciliation
FY25 Proposed Budget**

= Denotes changes/additions since Board approved budget on May 8, 2024

Total Revenues per Revised Budget - Year Ending June 30, 2024

\$ 1,338,734

Adjustments to Revenues:

University of Minnesota Partnership	75,000
McKnight - State Competitiveness Supplemental	75,000
Initiative Foundation Grant	75,000
University of Minnesota Partnership	65,000
Safe Roads & Streets for All Grant	71,736
State Competitiveness Grant	59,601
RFBC Grant Revenue	51,600
Increase in EDA Planning Grant due to Revenue Timing	39,485
Community Energy Innovation Prize - Concept Phase	27,333
Levy Increase	20,989
MAGIC Fund RLF Deposit Earnings	20,000
Resilience Assessment - SMIF	10,000
REV Assessment - SMIF	7,500
USDA Grant	(103,090)
NREL Prize for BDO Zone	(100,000)
MPCA Sewer/Waste Water Grant	(10,538)
NUBRIC - Robotics	(9,648)
SCSC Intern Reimbursement	(9,000)
SRTS Waterville Elysiam Morristown	(6,000)
Sale of Traverse	(6,000)
Pursue Federal Climate Opportunities (McKnight)	(5,563)
Center for Global Partnerships MSUM	(5,000)
Misc other Adjustments	(4,065)
Madelia SRTS Payment	(3,100)
Pathways to Prosperity	(2,826)
REV Program	(2,500)

Total Revenue Adjustments

330,914.00

Notes

U of M Partnership - to pay for 1/2 of New Director position
McKnight - State Competitiveness Supplemental
Funding from the Initiative Foundation - to be distributed by West Central Initiative
Additional Funding from U of M.
Safe Roads & Streets for All Grant - estimated to begin 1/1/25
Increase in Revenue for FY25. Grant began in April of 2024.
Full year of the RFBC/MinnKota grant including some revenue deferred from FY24.
This increases the grant back up to the full amount of \$70k annually.
R9 to receive \$82,000 in contract work over 3 years.
3% from 22 Pay 23 Levy
Assuming \$7k per month for 12 months
Contract with SMIF
Contract with SMIF
USDA NRCS grant mostly completed in FY24
Prize related to BDO Zone work
Grant completed in FY24
Grant completed in FY24
Not anticipating any need for interns in FY25 (two in FY24)
Project completed in FY24
Vehicle sold in FY24
Majority of funding spent in FY24
Project completed in FY24
Misc.
Received in FY24
Program completed in FY24
Program completed in FY24

Total Revenues per Proposed Budget - Year Ending June 30, 2025

\$ 1,669,648

Region Nine Development Commission
Expense Reconciliation
FY25 Proposed Budget

 = Denotes changes/additions since Board approved budget on May 8, 2024

Total Expenses per Revised Budget - Year Ending June 30, 2024 \$ 1,754,032

Personnel Adjustments:	Adjustment	Notes
Deputy Director - New Position	140,304	Position left open for all of FY24 - to be filled in FY25
Community Development Planner -Transportation - New Position	43,876	Position estimated to begin 1/1/25 to support Safe Roads Transp. Grant
Lending Specialist to full 1.0 FTE	27,549	Lending Specialist was left open for stretches in FY24
Executive Assistant to full 1.0 FTE	16,706	Executive Assistant was left open for stretches in FY24
Executive Director Comp Adjustment	12,480	B&P Committee approved comp adjustment
Insurance Opt-Out Stipends	7,500	3 Stipends for Insurance Opt-Out
Community Development Planner - Reduction	(77,055)	Will not be filling position in FY25. Filling Director position instead.
Communications Specialist #2 - Reduction	(10,548)	Will not be filling in FY25.
Intern - SCSC Sponsored - Reduction	(15,535)	Reduction/Non Renewing Position
Practicum Scholar - Reduction	(25,891)	Reduction/Non Renewing Position
Economic Development Assistant - Move to Consultant	(8,091)	Moving to consultant
Merit Increase/Step with Positive Review	15,460	Step increase with positive review at work anniversary
3.50% Salary Schedule Inflationary Adjustment of 3.5%	35,938	3.5% schedule adjustment for inflation
Insurance Opt-Out Savings	(34,175)	Savings for Insurance Opt-Out Stipend
Other Misc Adjustment	(3,620)	Misc.
Total Adjustments to Personnel & Benefit Costs	124,898	

Non-Personnel Adjustments:	Adjustment	Notes
Community Development Fellow	20,000	Fellow to provide Broadband and other services - Full time
Consultant - Mercedes Sempe	19,500	Mercedes to stay on at 15 hours per week on a consultant basis.
Potential Staff Development - McKnight Supplementary Funds	10,000	Potential expenditures to be covered by additional McKnight Funding
Potential Consultant Needs - McKnight Supplementary Funds	10,000	Potential expenditures to be covered by additional McKnight Funding
Potential Travel - McKnight Supplementary Funds	10,000	Potential expenditures to be covered by additional McKnight Funding
Misc Membership/Registration	2,000	Misc Membership/Registration within EDA Planning
Consultant - Virginia Mooty Rutter	(1,215)	Services not anticipated to be needed in FY25
Denmark Trip	(1,441)	One time trip in FY24
Denver NREL Conference	(2,000)	One time trip in FY24
Bank Service Charges	(4,968)	Moved to US Bank and MAGIC Fund. Will avoid many of these fees.
MPCA SWC Consultant	(3,000)	Grant work completed in FY24
Harvard Kennedy School Course	(4,000)	Nicole course in June of 2024
Duplicate Copier Lease Payments	(4,527)	Budget item was duplicated in general fund along with in Indirect.
Consultant - Colin Scharf	(5,000)	Services not anticipated to be needed in FY25
MBFFA Grant Related Expenses	(6,400)	Grant work completed in FY24
Consultant - Jessica Beyer	(8,280)	Services not anticipated to be needed in FY25
Consultant - Corree Johnson	(25,565)	Services not anticipated to be needed in FY25
Capital Fund Equipment/Vehicle	(50,000)	Vehicle and new staff laptops purchased in FY24, no major expenses in FY25
USDA NRCS Grant Related Expenses	(86,413)	Majority of grant work completed prior to end of FY24.
NREL BDO Zone Plan - FY24 Expense	(100,000)	One time service fee for BDO rating in FY24
Misc Other Adjustments	4,814	Misc.
Total Adjustments to Non-Personnel Related Costs	(226,495)	

Total Expenses per Proposed Budget - Year Ending June 30, 2025 \$ 1,652,435

Region Nine Development Commission
Peronnel Comparison
FY24 Revised vs FY25 Proposed

Position	ID	Staff Member	Revised Budgeted FY24 FTE	Change	Adopted Budgeted FY25 FTE
Community Development Planner - Sustainability	1112	Fair, Sabri	1.00	-	1.00
Community Development Planner - Transportation	1102	Hanif, Joel	1.00	-	1.00
Community Development Planner - Energy	1114	Sharp, Sam	1.00	-	1.00
Communications Specialist #1	1109	George, Nate	1.00	-	1.00
Economic Recovery Planner	1106	Bejarano, Alejandra	1.00	-	1.00
Executive Assistant	1121	Janovsky, Sarah	0.80	0.20	1.00
Executive Director	1059	Nicole Griensewic	1.00	-	1.00
Finance Director	1107	Battern, Ky	1.00	-	1.00
Economic Development Director	1095	Braekkan, Kristian	1.00	-	1.00
Lending Specialist	OPEN2	Open Lending Position	0.71	0.29	1.00
Intern - USDA NRCS	INTERN1	Intern - USDA NRCS	0.03	0.01	0.04
Intern - USDA NRCS	INTERN2	Intern - USDA NRCS	0.04	0.00	0.04
Community Development Planner	1110	Ferrario, Paola	0.73	(0.73)	-
Communications Specialist #2	1098	Johnson, Corree	0.15	(0.15)	-
Research Assistant	1108	Pacheco, Aaron	0.41	(0.04)	0.37
Intern - SCSC Sponsored	1119	Ghassan, Mireille	0.35	(0.35)	-
Practicum Scholar	1120	Rydaker, Saga	0.46	(0.46)	-
Economic Development Assistant	1117	Sempe, Mercedes	0.14	(0.14)	-
Deputy Director	OPEN1	Open Director Position	-	1.00	1.00
Transportation Planner - Safe Roads & Streets	OPEN3	Open Transportation Planner	-	0.49	0.49
Total Budgeted Full-Time Equivalents			11.83	0.11	11.94

Budgeted Staffing for FY24 per Revised Budget =

Region Nine Development Commission
Indirect Cost % Calculation
FY25 Budget

Total Indirect Cost as Budgeted	\$	233,082.34
Indirect Cost Base (Salaries)		1,013,497.80
Indirect Cost Rate as Budgeted		23.00%

Indirec Cost Budget:

Project	Program	GL	Description	Amount
39900	999000	50000	Personnel	82,650.76
39900	999000	50500	Fringe Benefits	21,096.57
39900	999000	52500	Telephone	1,560.00
39900	999000	55352	GMS Accounting Software	4,000.00
39900	999000	55358	Timeclock System - TeamKeeper	960.00
39900	999000	55359	Website Maintenance	500.00
39900	999000	57108	Offsite Storage - Security Storage Systems	1,200.00
39900	999000	57122	Thriveon Monthly Services - IT	37,200.00
39900	999000	57140	Property & Casualty Insurance - LMC	9,357.00
39900	999000	57152	Cleaning Service	4,680.00
39900	999000	57156	Copier Lease Payments	4,527.00
39900	999000	57170	Audit/Acct'g Fees	21,700.00
39900	999000	57800	Shredding Services	400.00
39900	999000	59022	Utility - Internet Service	1,464.00
39900	999000	59023	Utility - Electricity	840.00
39900	999000	59306	Payroll Services - iSolved	2,730.00
39900	999000	59500	Office Rent - Neubau Holdings	38,217.00

Total Indirect Cost Allocated	233,082.34
	-

Region Nine Development Commission
 Cost of Living Analysis
 FY25 Budget

Note: The budget as printed for this presentation reflects a 3.5% increase to the salary schedule as maintained by the Organization. This amount was added to the budget for illustration purposes only. The Board of Directors will need a recommendation for any adjustments to the salary schedule.

3.5% was chosen to match the current inflationary rate for 2024. In a poll of all the other RDC's the average cost of living increase was at 3.67%. The budget does conservatively include a merit based step increase (2%) for exisiting staff members. This step may be earned after a positive performance review and awarded at the Executive Director's discretion. This process will ensure annual performance reviews at annual work anniversaries while incentivizing staff given the existence of the step schedule.

Below is a an analysis of what each percentage increase level will have on the General Fund.

Cost of Living % Inc. to Salary Schedule	0.00%	0.50%	1.00%	1.50%	2.00%	2.50%	3.00%	Current 3.50%	4.00%	4.50%	5.00%	5.50%	6.00%
General Fund (Dec) Inc	41,542	36,343	31,143	25,944	20,744	15,545	10,345	5,145	(55)	(5,254)	(10,454)	(15,653)	(20,853)
Cost to General Fund	-	(5,200)	(10,399)	(15,599)	(20,798)	(25,998)	(31,197)	(36,397)	(41,597)	(46,797)	(51,996)	(57,196)	(62,395)

Region Nine Development Commission
Line Item Budget - FY25

Total Expenses over Revenues = \$ (17,213.11)

Program Description	GL Description	Project Period	Project	Program	GL	Budget
USDA - Farmers & Food Access	Personnel	09/09/2021-06/15/2024	39223	804366	50000	19,395.18
General Fund	Personnel		39300	808100	50000	398,202.00
EDA Planning (End 3.31.27)	Personnel	4/1/2024-3/31/2027	31082	221332	50000	93,429.91
Regional Food Business Center (RFBC) Grant	Personnel	7/1/2023-6/30/2027	39225	804368	50000	39,399.41
Legacy RLF Admin	Personnel		32900	301900	50000	42,033.38
Cares Act RLF Admin	Personnel	7/27/2020	32780	301800	50000	42,033.38
State Competitiveness Grant	Personnel	2/16/2024-6/30/2026	34014	200333	50000	64,009.45
USDA - Farmers & Food Access	Fringe Benefits	09/09/2021-06/15/2024	39223	804366	50500	4,950.61
General Fund	Fringe Benefits		39300	808100	50500	101,640.89
EDA Planning (End 3.31.27)	Fringe Benefits	4/1/2024-3/31/2027	31082	221332	50500	23,847.95
Regional Food Business Center (RFBC) Grant	Fringe Benefits	7/1/2023-6/30/2027	39225	804368	50500	10,056.68
Legacy RLF Admin	Fringe Benefits		32900	301900	50500	10,729.00
Cares Act RLF Admin	Fringe Benefits	7/27/2020	32780	301800	50500	10,729.00
State Competitiveness Grant	Fringe Benefits	2/16/2024-6/30/2026	34014	200333	50500	16,338.38
USDA - Farmers & Food Access	Indirect Costs	09/09/2021-06/15/2024	39223	804366	59700	4,856.51
General Fund	Indirect Costs		39300	808100	59700	99,708.92
EDA Planning (End 3.31.27)	Indirect Costs	4/1/2024-3/31/2027	31082	221332	59700	23,394.65
Regional Food Business Center (RFBC) Grant	Indirect Costs	7/1/2023-6/30/2027	39225	804368	59700	9,865.52
Legacy RLF Admin	Indirect Costs		32900	301900	59700	10,525.07
Cares Act RLF Admin	Indirect Costs	7/27/2020	32780	301800	59700	10,525.07
State Competitiveness Grant	Indirect Costs	2/16/2024-6/30/2026	34014	200333	59700	16,027.83
Levy	Transfer Funds		39300	808101	59006	698,409.00
Copier Fund	Transfer Funds		39501	808310	59006	(1,500.00)
General Fund	Transfer Funds		39300	808100	59006	(746,748.75)
EDA Planning (End 3.31.27)	Transfer Funds	4/1/2024-3/31/2027	31082	221332	59006	(4,142.51)
USDA - Farmers & Food Access	Transfer Funds	09/09/2021-06/15/2024	39223	804366	59006	738.20
Regional Food Business Center (RFBC) Grant	Transfer Funds	7/1/2023-6/30/2027	39225	804368	59006	25,978.39
Commission Fund	Transfer Funds		39310	808200	59006	(32,545.00)
State Competitiveness Grant	Transfer Funds	2/16/2024-6/30/2026	34014	200333	59006	341.01
Transp Regional Priorities - FY25	Personnel		35025	350003	50000	56,217.33
REV Assessment - SMIF Contract	Personnel		31182	221333	50000	4,131.52
Resilience Assessment - SMIF Contract	Personnel		31183	221334	50000	5,525.29
U of M Partnership	Personnel		39300	808135	50000	55,645.24
Community Energy Innovation Prize	Personnel		31017	221335	50000	10,721.84
McKnight - State Competitiveness	Personnel		31018	216717	50000	42,093.99
Safe Roads and Streets for All	Personnel		31019	216718	50000	58,010.13
Transp Regional Priorities - FY25	Fringe Benefits		35025	350003	50500	14,349.45
REV Assessment - SMIF Contract	Fringe Benefits		31182	221333	50500	1,054.57
Resilience Assessment - SMIF Contract	Fringe Benefits		31183	221334	50500	1,410.33
U of M Partnership	Fringe Benefits		39300	808135	50500	14,203.43
Community Energy Innovation Prize	Fringe Benefits		31017	221335	50500	2,736.75
McKnight - State Competitiveness	Fringe Benefits		31018	216717	50500	10,744.47
Safe Roads and Streets for All	Fringe Benefits		31019	216718	50500	14,807.06
Transp Regional Priorities - FY25	Indirect Costs		35025	350003	59700	14,076.70
REV Assessment - SMIF Contract	Indirect Costs		31182	221333	59700	1,034.52
Resilience Assessment - SMIF Contract	Indirect Costs		31183	221334	59700	1,383.52
U of M Partnership	Indirect Costs		39300	808135	59700	13,933.45
Community Energy Innovation Prize	Indirect Costs		31017	221335	59700	2,684.73
McKnight - State Competitiveness	Indirect Costs		31018	216717	59700	10,540.25
Safe Roads and Streets for All	Indirect Costs		31019	216718	59700	14,525.61
U of M Partnership	Transfer Funds		39300	808135	59006	56,217.88
Transp Regional Priorities - FY25	Transfer Funds		35025	350003	59006	1,591.52
Transp Planners Meetings - FY25	Transfer Funds		35025	350005	59006	(1,300.00)
REV Assessment - SMIF Contract	Transfer Funds		31182	221333	59006	1,279.39
Resilience Assessment - SMIF Contract	Transfer Funds		31183	221334	59006	1,680.87
State Competitiveness Grant	Miscellaneous	2/16/2024-6/30/2026	34014	200333	40003	(500.00)
General Fund	Match Funds		39300	808100	40006	103,776.22
EDA Planning (End 3.31.27)	Match Funds	4/1/2024-3/31/2027	31082	221332	40006	(70,000.00)
Transp Regional Priorities - FY25	Match Funds		35025	350003	40006	(13,235.00)
USDA - Farmers & Food Access	Match Funds	09/09/2021-06/15/2024	39223	804366	40006	(2,607.00)
Levy	Taxes - Blue Earth County		39300	808101	40400	(178,314.00)
Levy	Taxes - Brown County		39300	808101	40401	(63,636.00)
Levy	Taxes - Faribault County		39300	808101	40402	(57,892.00)
Levy	Taxes - Le Sueur County		39300	808101	40403	(84,749.00)
Levy	Taxes - Martin County		39300	808101	40404	(79,647.00)
Levy	Taxes - Nicollet County		39300	808101	40405	(83,420.00)
Levy	Taxes - Sibley County		39300	808101	40406	(56,032.00)
Levy	Taxes - Waseca County		39300	808101	40407	(48,180.00)
Levy	Taxes - Watonwan County		39300	808101	40408	(36,169.00)
Levy	Taxes - Scott County		39300	808101	40409	(10,370.00)
R9 Wellness	Wellness Dollars from SCSC		39300	808116	41021	(1,720.00)
Initiative Foundation Grant - 2024	Initiative Foundation Grant Reve		31137	350135	41425	(75,000.00)
Safe Roads and Streets for All	Safe Roads and Streets for All Re		31019	216718	41424	(71,736.88)
McKnight - State Competitiveness	McKnight - State Competitiveness		31018	216717	41423	(75,000.00)
Community Energy Innovation Prize	Community Energy Innovation P		31017	221335	41422	(27,333.00)
U of M Partnership	U of M Cost Share Revenue		39300	808135	41060	(75,000.00)

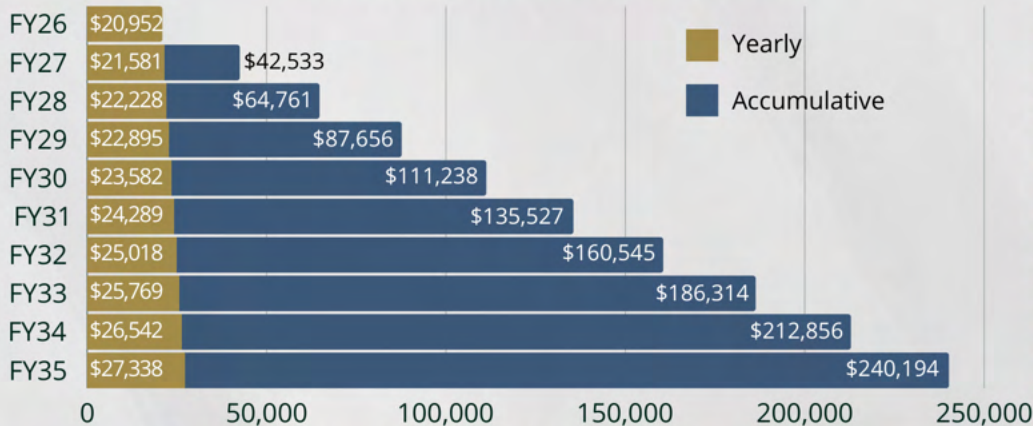
Program Description	GL Description	Project Period	Project	Program	GL	Budget
U of M Partnership	U of M Partnership - Additional I		39300	808135	41426	(65,000.00)
REV Assessment - SMIF Contract	REV Assessment - SMIF Contract		31182	221333	41419	(7,500.00)
Resilience Assessment - SMIF Contract	Resilience Assessment - SMIF Cc		31183	221334	41420	(10,000.00)
State Competitiveness Grant	State Competitiveness Grant Re	2/16/2024-6/30/2026	34014	200333	41050	(96,666.67)
USDA - Farmers & Food Access	USDA Grant	09/09/2021-06/15/2024	39223	804366	41406	(27,333.49)
MBFFA - 12/1/21 to 11/30/23	MBFFA Grant	12/1/2021-11/30/2023	30302	250109	41407	0.00
Regional Food Business Center (RFBC) Grant	RFBC Grant Revenue	7/1/2023-6/30/2027	39225	804368	41409	(85,800.00)
Food Hub	Mankato Food Hub		39224	804367	41411	0.00
Living Earth Center - LFPA	USDA Local Foods Purchase Assi	10/10/2023-10/1/2025	31179	804369	41418	(13,089.33)
Wooden Spoon - LFPA	USDA Local Foods Purchase Assi	10/10/2023-10/1/2025	31179	804370	41418	(10,816.67)
South Central Food Recovery - LFPA	USDA Local Foods Purchase Assi	10/10/2023-10/1/2025	31179	804371	41418	(6,666.67)
EDA Planning (End 3.31.27)	EDA Planning Grant Federal	4/1/2024-3/31/2027	31082	221332	42000	(70,000.00)
Transp Regional Priorities - FY25	Transportation State		35025	350003	42010	(75,000.00)
Cares Act RLF Loan Fund	CARES RLF - Interest	7/27/2020	32785	301810	42080	(11,904.00)
Cares Act RLF Admin	CARES RLF - Savings Interest	7/27/2020	32780	301800	42081	(4,000.00)
Cares Act RLF Admin	CARES RLF - Origination Fees	7/27/2020	32780	301800	42082	(1,500.00)
Legacy RLF Loan Fund	Legacy RLF - Interest		32900	301910	42090	(56,532.00)
Legacy RLF Admin	Legacy RLF - Deposit Interest		32900	301900	42091	(84,000.00)
Legacy RLF Admin	Legacy RLF - Late Fees		32900	301900	42093	(140.00)
Auto & Equipment	Auto Fund Revenue		39500	808300	49500	(3,500.00)
Copier Fund	Copier Charge Revenue		39501	808310	49502	(500.00)
General Fund	Interest Income - checking		39300	808100	49600	(7,000.00)
General Fund	Dividends		39300	808100	49620	(8,000.00)
General Fund	Employment Background Check		39300	808100	50616	50.00
General Fund	Printing		39300	808100	52100	1,000.00
Commission Fund	Printing		39310	808200	52100	700.00
Commission Fund	Copying		39310	808200	52200	200.00
Copier Fund	Copying		39501	808310	52200	2,000.00
General Fund	Public Notice		39300	808100	52300	50.00
Commission Fund	Public Notice		39310	808200	52300	170.00
General Fund	Postage		39300	808100	52400	350.00
General Fund	Cell Service		39300	808100	52501	1,440.00
General Fund	Travel Staff		39300	808100	54100	2,000.00
Safe Roads and Streets for All	Equipment		31019	216718	58110	2,032.00
McKnight - State Competitiveness	Staff Development		31018	216717	54301	10,000.00
McKnight - State Competitiveness	Consultant		31018	216717	59100	10,000.00
McKnight - State Competitiveness	Travel Staff		31018	216717	54100	10,000.00
Regional Food Business Center (RFBC) Grant	Staff Travel Meals	7/1/2023-6/30/2027	39225	804368	54101	60.00
General Fund	Staff Travel Meals		39300	808100	54101	500.00
Transp Regional Priorities - FY25	Staff Travel Meals		35025	350003	54101	50.00
Transp Planners Meetings - FY25	Staff Travel Meals		35025	350005	54101	200.00
R9 Wellness	Staff Travel Meals		39300	808116	54101	111.00
General Fund	Mileage Reimb Staff		39300	808100	54110	1,500.00
Legacy RLF Admin	Mileage Reimb Staff		32900	301900	54110	250.00
Transp Planners Meetings - FY25	Mileage Reimb Staff		35025	350005	54110	350.00
EDA Planning (End 3.31.27)	Mileage Reimb Staff	4/1/2024-3/31/2027	31082	221332	54110	300.00
State Competitiveness Grant	Mileage - R9 Vehicle	2/16/2024-6/30/2026	34014	200333	54120	300.00
General Fund	Mileage - R9 Vehicle		39300	808100	54120	2,000.00
Transp Regional Priorities - FY25	Mileage - R9 Vehicle		35025	350003	54120	100.00
Cares Act RLF Admin	Mileage - R9 Vehicle	7/27/2020	32780	301800	54120	700.00
EDA Planning (End 3.31.27)	Mileage - R9 Vehicle	4/1/2024-3/31/2027	31082	221332	54120	450.00
Regional Food Business Center (RFBC) Grant	Travel Other	7/1/2023-6/30/2027	39225	804368	54200	340.00
General Fund	Travel Other		39300	808100	54200	750.00
EDA Planning (End 3.31.27)	Travel Other	4/1/2024-3/31/2027	31082	221332	54200	220.00
General Fund	ACE Trip		39300	808100	54203	3,000.00
General Fund	NADO Cleveland Trip		39300	808100	54204	3,000.00
Commission Fund	NADO Cleveland Trip		39310	808200	54204	3,000.00
General Fund	NADO DC Policy Trip		39300	808100	54205	3,000.00
Commission Fund	NADO DC Policy Trip		39310	808200	54205	3,000.00
General Fund	NADO Summer Trip		39300	808100	54206	3,000.00
Commission Fund	Bus Tour		39310	808200	54207	1,500.00
Commission Fund	NADO DC Fly-In Trip		39310	808200	54209	2,675.00
Commission Fund	Mileage Reimb Other		39310	808200	54210	3,000.00
Legacy RLF Admin	RLSS Conference Expenses		32900	301900	54212	840.00
Auto & Equipment	Fuel		39500	808300	54230	1,400.00
General Fund	Registration		39300	808100	54300	500.00
R9 Wellness	Registration		39300	808116	54300	335.00
EDA Planning (End 3.31.27)	Registration	4/1/2024-3/31/2027	31082	221332	54300	100.00
Auto & Equipment	Registration		39500	808300	54300	30.00
R9 Wellness	Staff Development		39300	808116	54301	616.00
General Fund	Staff Development		39300	808100	54301	15,000.00
General Fund	Surgent CPE - Staff Developmen		39300	808100	54302	799.00
General Fund	Community Development Fellow		39300	808100	51000	20,000.00
State Competitiveness Grant	Supplies	2/16/2024-6/30/2026	34014	200333	55100	150.00
Legacy RLF Admin	Supplies		32900	301900	55100	35.00
R9 Wellness	Supplies		39300	808116	55100	598.00
General Fund	Supplies		39300	808100	55100	3,000.00
Commission Fund	Supplies		39310	808200	55100	600.00
General Fund	The Free Press Subscription		39300	808100	55302	440.00

Program Description	GL Description	Project Period	Project	Program	GL	Budget
General Fund	Project Management Software - I		39300	808100	55351	8,920.00
Legacy RLF Admin	RLSS Loan Software		32900	301900	55353	2,400.00
Legacy RLF Admin	ProFx Loan & Trial Balance Softw		32900	301900	55354	1,800.00
Transp Regional Priorities - FY25	ESRI ArcGIS Software		35025	350003	55355	1,350.00
General Fund	Adobe Software		39300	808100	55356	3,200.00
General Fund	Website Maintenance		39300	808100	55359	2,000.00
General Fund	Hootsuite Software License		39300	808100	55360	3,000.00
General Fund	SurveyMonkey License Subscrip		39300	808100	55361	1,500.00
General Fund	Constant Contact Subscription		39300	808100	55362	950.00
General Fund	Mentimeter Subscription		39300	808100	55364	144.00
General Fund	iCloud Storage		39300	808100	55365	12.00
General Fund	Shredding Services - ShredIt		39300	808100	55366	420.00
EDA Planning (End 3.31.27)	Membership	4/1/2024-3/31/2027	31082	221332	55400	2,100.00
General Fund	NADO Membership		39300	808100	55403	4,862.00
General Fund	League of MN Cities		39300	808100	55404	2,119.00
General Fund	GMG Membership		39300	808100	55405	800.00
General Fund	EDAM Membership		39300	808100	55406	495.00
General Fund	GMNP Membership		39300	808100	55407	1,000.00
General Fund	MAPCED Membership		39300	808100	55409	600.00
Transp Regional Priorities - FY25	American Planning Association M		35025	350003	55411	500.00
General Fund	Welcoming America Membershi		39300	808100	55412	500.00
Legacy RLF Admin	Bank Service Charge		32900	301900	57100	100.00
Cares Act RLF Admin	Bank Service Charge	44039	32780	301800	57100	1,000.00
General Fund	Bank Service Charge		39300	808100	57100	732.00
Auto & Equipment	Offsite Storage - Security Stora		39500	808300	57108	1,035.00
Regional Food Business Center (RFBC) Grant	Rentals	7/1/2023-6/30/2027	39225	804368	57109	100.00
Transp Planners Meetings - FY25	Rentals		35025	350005	57109	750.00
Commission Fund	Rentals		39310	808200	57109	180.00
General Fund	Rentals		39300	808100	57109	300.00
Cares Act RLF Admin	Miscellaneous	44039	32780	301800	57115	250.00
Auto & Equipment	Auto Insurance - LMC		39500	808300	57130	373.00
Auto & Equipment	Maintenance		39500	808300	57150	450.00
Legacy RLF Admin	Legal Fees		32900	301900	57160	3,000.00
Cares Act RLF Admin	Legal Fees	44039	32780	301800	57160	5,000.00
General Fund	Legal Fees		39300	808100	57160	2,000.00
MBFFA - 12/1/21 to 11/30/23	Marketing	12/1/2021-11/30/2023	30302	250109	57180	(500.00)
General Fund	Marketing		39300	808100	57180	6,950.00
Legacy RLF Admin	Satisfaction of Mortgage		32900	301900	57300	100.00
Legacy RLF Admin	Secretary of State Filings		32900	301900	57301	170.00
Auto & Equipment	Equipment		39500	808300	58110	4,000.00
R9 Wellness	Catering/Event Meals		39300	808116	58305	60.00
EDA Planning (End 3.31.27)	Catering/Event Meals	4/1/2024-3/31/2027	31082	221332	58305	300.00
Commission Fund	Catering/Event Meals		39310	808200	58305	2,000.00
Wooden Spoon - LFPA	Blue Earth Farm - LFPA	10/10/2023-10/1/2025	31179	804370	59030	10,816.67
Living Earth Center - LFPA	Living Earth Center - LFPA	10/10/2023-10/1/2025	31179	804369	59031	13,089.33
South Central Food Recovery - LFPA	South Central Food Recovery - L	10/10/2023-10/1/2025	31179	804371	59032	6,666.67
USDA - Farmers & Food Access	Consultant	09/09/2021-06/15/2024	39223	804366	59100	0.00
Commission Fund	Commission Per Diem		39310	808200	59250	15,520.00
MBFFA - 12/1/21 to 11/30/23	Payroll Services - iSolved	12/1/2021-11/30/2023	30302	250109	59306	500.00
Safe Roads and Streets for All	Match Funds		31019	216718	40006	(17,934.22)
General Fund	Consultant - Mercedes Sempe		39300	808100	59160	19,500.00

The Importance of the Tax Levy

The tax levy is the foundation of RNDC. Without the consistent annual funding source of the levy, the organization would not be able to maintain operations. During the fiscal year ending June 30, 2023, RNDC was able to leverage the tax levy to bring an additional \$1,144,380 in funding highlighting its impact. This additional funding was used for specialty projects such as the Faribault and Sibley County Economic Development Plans and to administer the Revolving Loan Fund program.

Accumulated Potential Lost Revenue



Tax Levy Per County	Payable 2024	3% Increase
Blue Earth	\$178,314	\$5,349
Brown	63,636	1,909
Faribault	57,892	1,737
Le Sueur	84,749	2,542
Martin	79,647	2,389
Nicollet	83,420	2,503
Sibley	56,032	1,681
Waseca	48,180	1,445
Watonswan	36,169	1,085
Scott/New Prague	10,370	311
Total	\$698,409	\$20,952

What RNDC Does With the Tax Levy



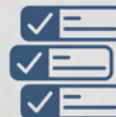
Grant Matches

These funds allow us to apply for funding requiring monetary and in-kind matches.



Offset Inflation

The levy helps to offset increased costs of doing business.



Supports All RNDC Projects

The levy increases RNDC's ability to provide the region with resources vital to area.

Inflation Rates for Last Three Years

2021

4.7%

2022

8.0%

2023

4.1%

Region 9 Development Commission
Payable 2023 Levy Options
Fiscal Year 2024-2025
2024 Payable 2025

Notes:

- Net Tax Capacity (NTC) is based off of prior year data and will need to be updated for calculation of final levy amounts by county. Adjustments will likely be minimal.
- Region 9 is only allowed to request maxium levy increase of 3% with no ability to ask for retroactive increases in the event less than 3% is granted in a previous year.
- The Budget & Personnel Committee along with the Board of Directors voted to approve a 3% increase to the Levy.

County	Tax Payable 2023		Distribution Percentage	Payable 2024	Total Increase						Total R9 Levy					
	Net Tax Capacity				0.50%	1.00%	1.50%	2.00%	2.50%	3.00%	0.50%	1.00%	1.50%	2.00%	2.50%	3.00%
Blue Earth	\$ 112,292,712		25.53%	\$ 178,314	\$ 892	\$ 1,783	\$ 2,675	\$ 3,566	\$ 4,458	\$ 5,349	\$ 179,205	\$ 180,097	\$ 180,988	\$ 181,880	\$ 182,771	\$ 183,663
Brown	40,074,182		9.11%	63,636	318	636	955	1,273	1,591	1,909	63,954	64,272	64,590	64,908	65,226	65,545
Faribault	36,457,384		8.29%	57,892	289	579	868	1,158	1,447	1,737	58,181	58,471	58,760	59,050	59,339	59,629
Le Sueur	53,370,252		12.13%	84,749	424	847	1,271	1,695	2,119	2,542	85,173	85,597	86,020	86,444	86,868	87,292
Martin	50,157,146		11.40%	79,647	398	796	1,195	1,593	1,991	2,389	80,045	80,444	80,842	81,240	81,638	82,037
Nicollet	52,533,685		11.94%	83,420	417	834	1,251	1,668	2,086	2,503	83,837	84,254	84,671	85,088	85,506	85,923
Sibley	35,286,068		8.02%	56,032	280	560	840	1,121	1,401	1,681	56,312	56,592	56,872	57,153	57,433	57,713
Waseca	30,341,326		6.90%	48,180	241	482	723	964	1,205	1,445	48,421	48,662	48,903	49,144	49,385	49,626
Watsonwan	22,777,268		5.18%	36,169	181	362	543	723	904	1,085	36,350	36,531	36,712	36,892	37,073	37,254
Scott/City of New Prague	6,530,517		1.48%	10,370	52	104	156	207	259	311	10,422	10,474	10,526	10,577	10,629	10,681
Total R9 NTC Pay 2023	\$ 439,820,540		100%	\$ 698,409	\$ 3,492	\$ 6,984	\$ 10,476	\$ 13,968	\$ 17,460	\$ 20,952	\$ 701,901	\$ 705,393	\$ 708,885	\$ 712,377	\$ 715,869	\$ 719,361

Region Nine Development Commission**Levy Impact****2024 Payable 2025****Notes:**

- Per State Statute, the max levy increase a regional development commissions (RDC) can request each year is 3%. In any subsequent years following a vote not to increase the levy the RDC is still capped at 3%. This means any majority decision to not authorize the 3% increase will directly effect any and all future levys going forward. Given the restrictions on what an RDC can ask for in terms of percentage level increases any vote to not increase the levy will impact all years following.

- Below is a 10 year estimate of the total levy revenue lost to R9 (assuming the 3% increase to the levy each year thereafter).

- Inflation for the three most recent years: 2021 = 4.7%, 2022 = 8.0%, 2023 = 4.1%, 2024 (through March) = 3.5%

10 Year Revenue Loss Estimate with no Increase:

23 Pay 24 Levy	\$	698,409
	x	3%
R9 Max Levy Increase for 24 Pay 25	\$	20,952

Fiscal Year	Levy	Levy Inc.
FY26	\$ 20,952	3%
FY27	21,581	3%
FY28	22,228	3%
FY29	22,895	3%
FY30	23,582	3%
FY31	24,289	3%
FY32	25,018	3%
FY33	25,769	3%
FY34	26,542	3%
FY35	27,338	3%
10 Year Estimate of Revenue Loss	\$ 240,194	

STAFF UPDATES | June 2024

Nicole Griensewic

Nicole recently provided a detailed summary of the NADO Executive Committee Fly-in Meeting held in Washington, D.C. She will present further updates at the Commission Meeting on June 12th.

Alejandra Bejarano

Alejandra is leading the CED committee, with support from Kristian and Mireille. In May, the second meeting of the calendar year was hosted at Rise Building Products, where committee members heard from Sam Sharp on current RNDC sustainability initiatives and available funding. Committee members also toured the facility that turns used carpet and old wind turbine blades into residential siding.

Alejandra, Mireille, and Mercedes are currently drafting a regional report that will detail the results of the employer and student surveys deployed earlier in the year. These surveys aim to better understand the state of employment of international students in the region, including the quantitative data obtained as part of the national peer learning cohort through Global Detroit.

Alejandra is collaborating with Greater Mankato Growth (GMG) to host the Minnesota Association of Professional County Economic Developers in Mankato on June 14th. She has been actively working with MAPCED and GMG staff to finalize all event details.

An application was submitted for the Bush Prize through the Bush Foundation and the St. Paul Minnesota Foundation to obtain funding for the workforce task force. This initiative recognizes innovative initiatives across the state. As part of this effort, Alejandra and Mercedes have connected with staff from GMG to discuss the possibility of hosting a workforce summit in the region. Alejandra and Mercedes also attended a meeting at Waseca County held by the county administrator, other local officials, and representatives from the St. Paul Minnesota Foundation and Bush Foundation to learn about and discuss the needs of the area.

The City of Eagle Lake was selected as a recipient of the Minnesota Rural Child Care Innovative Program through First Children's Finance. As part of this work, a core team was developed to participate in the program. The team will meet over two years to help the city design a plan that identifies and evaluates childcare solutions tailored to the community. Alejandra will be part of this core team, which includes stakeholders from the city and other regional members. The core team started convening this month.

Kristian Braekkan

Kristian began working on a regional economic resilience and readiness assessment with support from the Southern Minnesota Initiative Foundation (SMIF) this past month. This

project, which will conclude in September 2024, has three deliverables: a) regional and local readiness assessments: a change readiness assessment that includes analyses of the communities' environments, processes, resources, culture, and capabilities, including potential risks associated with implementing changes and understanding any external factors that could impact the success of the change. b) a series of relational asset maps: multi-level asset maps centered on the identification of a community's existing resources in relations to regional communities/neighbors. These maps would be used to uncover existing strengths, skills, and connections that can be leveraged for future competitiveness, and c) customizable regional and local profiles with indicators and maps with profiles that can be utilized to identify complementary skills, resources, and capabilities between communities that would enhance regional planning and collaboration within the larger region.

Mercedes and Kristian presented the Strategic Economic Development Plan to Faribault County at the county board meeting on May 7th, and they are also assisting Saga with a similar plan for Sibley County which will be presented to their county board on June 11th. These plans were supported through the tax levy.

Kristian and Maggie Ahern (Georgetown University MBA student) have been working with the University of Minnesota, Redlands University, and other partners on a continuation of the medical device cluster study which now examines agricultural production in the larger region of Minnesota, Iowa, Wisconsin, and Illinois. Maggie's time is allocated to support RNDC's work through financial support from the Center for Transportation Studies at the University of Minnesota. Kristian and Maggie prepare to present their recommendations and findings to the larger group by the end of August 2024.

Kristian continues to support Waseca County's construction application to the federal EDA for a workforce development center and is also working closely with the New Ulm Business Resource and Innovation Center (NUBRIC) as they wrap up the collaborative planning grant with the EDA by June 30.

Finally, Kristian attended the annual meeting of the Minnesotans for the American Community Survey and 2030 Census (MACS) on May 21st. MACS is a coalition of Minnesota leaders, policy and decision-makers, business and development planners, forecasters, housing and social service providers, educators, and engaged citizens. Kristian represented RNDC and the economic development districts in Minnesota.

Sabri Fair

Preparation for Local Foods Week has entered the next phase as Sabri is scheduling photo shoots for new farms and participating restaurants. Sabri has also been working with Nate on the social media and promotion schedule for the event to make sure there is adequate build up and community engagement before the weeklong event in July.

Sabri has started interviews with food shelves for the Regional Food Rescue Plan and has more interviews scheduled throughout June. Recently he met with the Springfield Area Food Shelf which shared that the week prior they received a call from a trucking company in New Ulm with 480 pounds of cantaloupe they needed to offload. The food shelf was only able to take 40 pounds because of demand and storage space. A week later the trucking company called again saying they still had the cantaloupe, so Springfield Area Food Shelf took another 40 lbs. and plan on making it available to the wider community. Unfortunately, with the current system the rest of the cantaloupe seems destined for the landfill.

Sabri has two interns this summer who will be helping manage the North Mankato Farmer's Market and conducting a regional Commercial Kitchen Assessment among other duties. In their role they will help the North Mankato market increase community awareness of the weekly market, organize events, and get sponsorships. For the Commercial Kitchen Assessment, they will learn from existing businesses how these spaces at schools, churches, and event centers allow them to operate their businesses in a manner that ensures food safety laws are followed while also reducing their need to invest in and own such a space. The interns will then spend time identifying commercial kitchens throughout the region and document what assets they have available and how food entrepreneurs could use them to build their own businesses.

Sabri and Sam wrapped up the Comfrey Climate Resilience Plan and then helped the city use the plan to apply for a grant through the Blandin Foundation. If awarded, the funding would be used for community education events and co-learning opportunities where the city, residents, and businesses would be supported through the process of implementing clean energy projects collectively. By doing this together, the community will be able to reduce barriers to these technologies and provide local examples of how they work.

Sabri held the second meeting for the Mankato Farmer's Market Pavilion Committee. The group developed vendor survey questions and community survey questions. This data will be used to inform what amenities vendors and community members would like to see at a permanent farmer's market location. The committee will also work with Brigid Tuck, U of M Extension's Community Economics to develop an Economic Impact Analysis of creating a permanent farmers market location.

Sabri has continued work with Convivencia Hispana on their Department of Energy grant. They have met with the Center for Energy and Environment and are working on scheduling energy audits for the Community Energy Navigators and organizing training for the navigators, so they are well prepared to register St. James community members for the energy audits and answer any questions people may have.

Nathan George

Nathan has started work on the 2023-2024 Annual Report. This report will cover RNDC's work over the last fiscal year. The document will be finalized when the organization's audit is completed.

Nathan attended a Community Venture event with Nicole in Lakeville. The purpose of the event was for businesses looking for communities and investors to connect with economic development professionals. The event also provided an opportunity to learn more about the Brookshire Company's *My Town* project that highlights rural communities.

Nathan finalized the 2024 RNDC Bus Tour with the rest of the committee. This year the tour will travel to the Lower Sioux Reservation to learn about their Hempcrete program. The second stop will be the New Ulm Public Utilities facility to learn about its district heating. The last stop will be in Courtland to hear from MnDOT about the Highway 14 project.

Nathan attended his first Regional Economic Development Alliance (REDA) meeting with Nicole. He will be attending for the planners when they are not available. He took notes and communicated pertinent information with the appropriate planners.

Nathan has been working with Sam to promote RNDC's GreenCorp position. RNDC will be hosting a GreenCorp member starting in September to empower local communities in South Central MN to adopt sustainable practices, enhance environmental stewardship, and build resilience through targeted outreach, education, and capacity-building initiatives.

Nathan traveled to Blue Earth with Ky to perform a loan closing and site visit for Ryno Repair. Ryno Repair is an RLF client and Nathan traveled to interview the owners for the e-newsletter and additional promotion.

Nathan has been running the logistics and promotions for the open Loan Specialist position. This has included posting the position on Indeed, League of MN Cities, Association of MN Counties, MinnesotaWorks, and others. He also promoted the position on the RNDC social media channels. He has been compiling the applications digitally and physically and contacting applicants.

Mireille Ghassan

Mireille has been working alongside Sam to write Phase II of the NREL Grant Application. Mireille and Sam have attended several meetings to discuss the potential of the region with partners and collaborators.

Mireille has done several site visits with Sam for possible investment opportunities for the BDO Zone. These site visits were in the communities of Le Sueur, Waseca and St. James.

Mireille is working with Kristian and Ryan from GMG on analyzing industry clusters in the region. This focuses on identifying clusters that would benefit from the IRA and could work together. The goal is to create an ecomap showcasing the different connections between the industries in the region, which can be used as a guide for investors, entrepreneurs, or anyone curious about industry trends in our region.

Joel Hanif

Joel's work on the Waterville-Elysian-Morristown (WEM) Safe Routes to School (SRTS) Plan has continued with a walk audit being held in early May and a follow-up meeting presenting all survey data, school zone hazard observations, walk audit observations, and other data collected later in the month. The SRTS team then began formulating strategies and goals for the plan. Joel is now focused on drafting the final plan document.

Joel and Kristian participated in the Mankato and North Mankato Mayors' Ride, one of many bicycle-related events happening during Bike Month. This ride began at the Taylor Library in North Mankato and gave biking advocates the opportunity to celebrate the cities' successes in active transportation infrastructure while also showing leaders where there is still work to be done.

Joel participated in several events related to St. Peter's Active Transportation plan. On the morning of May 22, he participated in a bike audit led by project consultants and local advocates. Later that day, he participated in a walk audit. The following day, he participated in a 3rd street demonstration project concept workshop and active transportation committee debrief.

The last week of May, Joel traveled to St. Paul. He organized and facilitated a quarterly meeting of RDO transportation planners at MnDOT Central Office with co-chair Mallory Jarvi from West Central Initiative on May 28. Guest speakers included MnDOT staff working on resilience improvement plans, the state rail plan, and various SRTS planning and infrastructure opportunities. From May 29-31, he participated in the Minnesota Transportation Conference, where he attended various sessions, with topics including transportation and public health and best practices when implementing roundabouts near at-grade railroad crossings. On June 4, Joel facilitated a virtual post-conference RDO transportation planner's meeting that included a conference debrief and regular business (committee updates and assignments, etc.).

Sarah Janovsky

Sarah has been actively preparing, planning, and coordinating meetings. She has also been editing and finalizing RNDC documents, welcoming new commissioners during orientation, and finalizing details for the bus tour with the committee.

Aaron Pacheco

Aaron is working on a project to map business locations in southern Minnesota to understand how clusters form in rural areas and how that contrasts with urban centers like Mankato. This project ties into the industry diversity study Aaron and Kristian Braekkan performed earlier this year. Though considered generally positive, industry growth is not independent from other measures such as diversity and employment composition. By mapping businesses by type and proximity to others of similar or differing industries, the results help efforts to understand how production and services are exchanged across the region and look at existing economic development drivers in areas associated to strong productivity and improved well-being.

Saga Rydaker

Saga has been working with Kristian and Mercedes on the strategic economic development plan for Sibley County. Saga completed the survey and scheduled several meetings with the county administrator and others in the community to develop a plan for distributing the completed surveys throughout the county. Saga and Mercedes attended a table event at Sibley East High School to encourage youth to take the survey, which was successful with nearly 100 surveys completed. Saga herself made several trips to Sibley County to interact with residents and spread the word about the economic development plan.

The survey is now closed, and 331 surveys have been completed. Saga has analyzed the data for the last week to translate the results into an economic development plan. The team has set a date for the presentation to the commissioners and city administrators on June 11. The coming weeks are expected to be devoted to finalizing the report.

Mercedes Sempe

Mercedes has been assisting Alejandra Bejarano in the writing of a grant application for the Bush Foundation. She helped organize brainstorming sessions with the rest of the staff, followed up with other members of the team, and edited the application. She also met with Bush Foundation staff to discuss and improve the application.

Mercedes attended a meeting at Waseca County held by local authorities and representatives from the St. Paul & Minnesota Foundation and Bush Foundation to learn about and discuss the needs of the area.

She has also been working alongside Alejandra in the Workforce Taskforce project. Mercedes met with Alejandra and GMG staff to discuss potential partnerships for an educational event for the workforce. Mercedes has been working on a report detailing the work the taskforce has done and providing a framework for the project. She has been analyzing raw data about international students in Minnesota, searching and reading for similar reports and scholarly articles to support the analysis. This project has also involved various meetings with other RNDC staff members to ensure a proper analysis of the data.

Additionally, Mercedes interviewed key stakeholders in the taskforce to learn first-hand about their experiences, as they will be featured in the report.

Mercedes is part of a nation-wide peer-learning cohort led by Global Detroit to learn about similar projects as the taskforce, discuss similar cases in other areas in the country, and explore future possibilities for the project.

Mercedes attended the Community Economic Development Associates (CEDA) meeting in the City of Blue Earth. She also collaborated with HACER, learning and discussing the outcomes of a project RNDK has helped the organization develop.

Sam Sharp

Samuel has continued his work finalizing the Bioeconomic Development Opportunity (BDO) Zone Rating's promotional campaign and was recently featured in a webinar for TheDigestTV alongside Nicole to promote the region's assets and opportunities to the global bioeconomy. He worked with the cities of Le Sueur, St. James and Waseca County to gather available site locations and other noteworthy attributes to highlight for biobased investors. The webinar recording was released to the public Thursday, May 30.

Samuel and Mireille have been working together to develop an application for the upcoming National Renewable Energy Laboratory (NREL) Energizing Rural Communities Phase II Prize and have been visiting communities and strategizing partnerships to shape the project activities aligned with the funding.

Samuel has been working with neighboring RDOs to perform outreach to schools interested in the Renew America's Schools program. This funding aims to provide resources and support to schools looking to make energy improvement upgrades for their facilities.

Samuel worked alongside Sabri to develop and successfully secure funding through the MN Department of Commerce Energy Efficiency and Conservation Block Grant (EECBG) to allow for climate resilience planning similar to the efforts carried out in the Comfrey Climate Resilience Plan. These plans will serve to position communities more favorably as they seek out and apply for implementation funds in the future.

Samuel, Sabri, Nicole and Colin Scharf developed an application to the Blandin Foundation centered on Comfrey becoming carbon neutral. If awarded it would serve to further the efforts described in the Climate Resilience Plan through education and implementation of the initiatives outlined in the plan.

Samuel recently gave a presentation at the most recent CEDS Committee meeting hosted at RISE Building Products describing existing projects and available funding opportunities that communities in the region can apply for. Samuel also attended two *Growing in the GreenSeam* workshops in St. James and Waseca to learn more about regional small

businesses and make connections with farmers and complimentary organizations that can support RNDI initiatives.

Samuel attended a Department of Energy and GreaterMSP workshop that featured experts across sectors committed to decarbonizing the commercial aviation industry. This event was particularly helpful for understanding southern MN's role in the MN Sustainable Aviation Fuel (SAF) Hub and building out the SAF network.

Lastly, Samuel will be leading a Collaborative Learning Group Program for NADO staff to learn & share more about climate resilience and the projects taking place in Region Nine that support these initiatives.

Terms & Abbreviations

ACC – American Connection Corp	MAPO – Mankato/North Mankato Area Planning Organization
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	MPCA – Minnesota Pollution Control Agency
BDO – Bioeconomy Development Opportunity	MSA – Metropolitan Statistical Area
CRP – Carbon Reduction Program	MSU-M – Minnesota State University, Mankato
CEDS – Comprehensive Economic Development Strategy	MYLAP – MN Young American Leaders Program
COPAL – Comunidades Organizando el Poder y la Acción Latina (Communities Organizing Latino Power and Action)	NEA – National Endowment for the Arts
CGMC – Coalition of Greater Minnesota Cities	NEH – National Endowment for the Humanities
CPRG – Climate Pollution Reduction Grant	NUBRIC – New Ulm Business Resource Innovation Center
CSET – College of Science, Engineering & Technology	NRCS – Natural Resources Conservation Services
CSM – Climate Smart Municipalities	PI – Prosperity Initiative
CSSJ – Climate Smart St. James	PROTECT – Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation
CTS – Center for Transportation Studies	REDA – Regional Economic Development Alliance
DEED – Minnesota Department of Employment and Economic Development	REV – Rural Entrepreneurial Venture
DOE – Department of Energy	RLF – Revolving Loan Fund
EDA – Economic Development Administration	RNAI – Region Nine Area Inc.
EDD – Economic Development District	RNDC – Region Nine Development Commission
EECBG – Energy Efficiency and Conservation Block Grant	SACE – Southern Agricultural Center for Excellence
GAC – Gustavus Adolphus College	SAF – Sustainable Aviation Fuel
GIS – Geographic Information Systems	SBDC – Small Business Development Center
GMG – Greater Mankato Growth	SCC – South Central College
GMNP – Greater Minnesota Partnership	SCSC – South Central Service Cooperative
HACER – Hispanic Advocacy and Community Empowerment through Research	SHIP – Statewide Health Improvement Partnership
IF – Initiative Foundation	SMIF – Southern Minnesota Initiative Foundation
LGU – Local Government Unit	SRTS – Safe Routes to Schools
LMI – Labor Market Information	SS4A – Safe Streets for All
LMI – Low-to-Moderate Income	STIP – State Transportation Improvement Program
MADO – Minnesota Association of Development Organizations	TAC – Transportation Advisory Committee
	WCI – West-Central Initiative
	TZD – Toward Zero Deaths