



Board of Directors Meeting

Wednesday, November 13, 2024 4:30 p.m.



CONSENT AGENDA

	<u>Time</u>	<u>Page</u>	<u>Action</u>
I. Call to Order	4:30		
II. Roll Call – Secretary Branstad			
III. Approval Consent Agenda			<u>Action</u>
A. Approval of September 11, 2024 Minutes		3	
B. Out-of-State Travel Request (Sabri)		5	
C. Treasurer’s Report		6	
IV. Information/Discussion Items	4:35		
A. Finance Director’s Report – Ky Battern		8	
B. Chair’s Report – Chair Laven			
C. Executive Director’s Report – Nicole Griensewic			
D. Board Portal – Nathan George			
V. Other Business	5:15		
A. Commissioner Updates			
B. Election Updates			
C. Meeting Evaluation			Handout
VI. Adjournment	6:00		<u>Action</u>

I. CALL TO ORDER

Chair Laven called the meeting to order at 4:30 p.m. at RNDC.

II. ROLL CALL

MEMBERS PRESENT: Andrea Boettger, Jim Branstad, Marie Dranttel, Lyle Femrite, Mike Laven, Christian Lilienthal, Tom Loveall, Steve Rohlfing, Phil Schafer, Rob Wilkening

OTHERS PRESENT: Ky Battern, Nicole Griensewic, Sarah Janovsky

There was a quorum.

III. APPROVAL OF CONSENT AGENDA

Wilkening moved to approve the consent agenda. Femrite seconded. Motion carried.

IV. FINANCE DIRECTOR'S REPORT

Finance Director Battern reported that the auditors were at RNDC last week and have nearly completed this year's audit process.

V. CHAIR'S REPORT

Pam Rodewald, who previously served as the Small Cities Representative for Nicollet County, will rejoin the commission in the same role once approved at the commission meeting.

VI. EXECUTIVE DIRECTOR'S REPORT

Nicole reviewed the agenda for the Aachen, Germany Delegation's visit on September 19, 2024.

Dan Feehan from Playbook Strategies LLC provided an overview of the strategic planning process as it relates to both RNDC and the commissioners. The commissioners will be sent an electronic survey and are welcomed to schedule on-on one sessions with the consulting agency if commissioners are interested. Staff will also be sent the survey for their input on the plan. Playbook Strategies will then develop the plan, based on this input.

The Mankato Area Foundation, (MAF) reached out to RNDC regarding a potential partnership, as a donor is interested in supporting regional efforts to combat food insecurity. This initiative could align closely with Sabri's work on local foods and food recovery. Additional information will be provided as it becomes available.

Kristian presented the county profiles and dashboard project he has been developing, which will serve as a valuable tool for cities and counties when applying for grants and other projects.

VII. OTHER BUSINESS

Commissioners shared updates from their communities.

VIII. ADJOURNMENT

Lilienthal moved to adjourn. Boettger seconded. Motion carried.

The meeting adjourned at 6:13 p.m.

Out-of-State Travel Request Form

Justification:

Basic Information:

Name: _____

Travel Reason/Event: _____

Travel Destination: _____

Date of Departure: _____

Date of Return: _____

Funding Source: _____

Anticipated Costs:

	Departure Airport	to	Arrival Airport	Cost
Airfare (Roundtrip)	_____		_____	_____

	Description	Cost
Registration	_____	_____

	Total Nights	x	\$ Per Night	=	Cost
Lodging	_____		_____		_____

	Total Days	x	\$ Per Diem	=	Cost
Meals/PerDiem	_____		_____		_____

	Total Miles	x	\$ Per Mile	=	Cost
Mileage	_____		_____		_____

	Description	Cost
Other	_____	_____

	Description	Cost
Other	_____	_____

Total Anticipated Cost of Out-of-State Travel Request

Employee Signature: _____ Date

Executive Director Signature: _____ Date

Per Region Nine Development Commission Personnel Policy Manual:

6.5 OUT OF STATE TRAVEL

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

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

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

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

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

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

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

Region Nine Development Commission
Balance Sheet
As of September 30, 2024

	<u>General</u>	<u>Legacy RLF</u>	<u>CARES Act RLF</u>	<u>Auto Fund</u>	<u>McKnight Fund</u>	<u>Total</u>
Assets						
Cash	\$ 539,653	\$ 1,802,468	\$ 34,751	\$ 26,838	\$ 230,580	\$ 2,634,290
Receivables						
Taxes - Current	96,968	-	-	-	-	96,968
General Accounts Receivable	26,685	-	-	-	-	26,685
Grants Accounts Receivable	348,109	-	-	-	-	348,109
Revolving Loan - Current	-	67,190	97,587	-	-	164,777
Revolving Loan - Long-Term	-	1,140,208	835,417	-	-	1,975,625
Capital Assets, Net of Depreciation	-	-	-	39,278	-	39,278
Prepays	12,861	-	-	-	-	12,861
Total Assets	<u>1,024,276</u>	<u>3,009,866</u>	<u>967,755</u>	<u>66,116</u>	<u>230,580</u>	<u>5,298,593</u>
Liabilities						
Accounts Payable	1,362	-	-	-	-	1,362
Due to Other RDC's	-	-	-	-	230,580	230,580
Accrued Payroll Liabilities	15,027	-	-	-	-	15,027
Unearned Revenue	221,108	-	-	-	-	221,108
Accrued Leave Payable	34,781	-	-	-	-	34,781
Indirect - Fixed vs Actual	5,623	-	-	-	-	5,623
Total Liabilities	<u>277,901</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>230,580</u>	<u>508,481</u>
Deferred Inflows of Resources						
Property Taxes Levied for Subsequent Year	-	-	-	-	-	-
Delinquent Taxes	-	-	-	-	-	-
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances						
Non-Spendable - Prepaid Items	12,861	-	-	-	-	12,861
Restricted for Future Loans	-	3,009,866	964,489	-	-	3,974,355
Restricted Fund Balance for Auto/Capital	-	-	-	26,838	-	26,838
Restricted Fund Balance - Fixed Assets	-	-	-	39,278	-	39,278
Unassigned	733,514	-	3,266	-	-	736,780
Total Fund Balances	<u>746,375</u>	<u>3,009,866</u>	<u>967,755</u>	<u>66,116</u>	<u>-</u>	<u>4,790,112</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>1,024,276</u>	<u>3,009,866</u>	<u>967,755</u>	<u>66,116</u>	<u>230,580</u>	<u>5,298,593</u>
	-	-	-	-	-	-

Region Nine Development Commission
Statement of Revenues, Expenditures, and Changes
As of September 30, 2024

	<u>General</u>	<u>Legacy RLF</u>	<u>CARES Act RLF</u>	<u>Auto Fund</u>	<u>McKnight Fund</u>	<u>Total</u>
Revenues						
Levy						
Taxes	96,968	-	-	-	-	96,968
Federal Grants						
EDA Planning Grant	13,841	-	-	-	-	13,841
Other Federal Grants	146,148	-	-	-	-	146,148
Transportation						
Transportation - MnDOT Contract	29,568	-	-	-	-	29,568
Other Grants	140,649	-	-	-	-	140,649
McKnight Pass Through	-	-	-	-	1,119,420	1,119,420
Contract Revenue	10,000	-	-	-	-	10,000
Deposit Interest & Dividends	15,070	24,343	940	-	-	40,353
Loan Interest Earned	-	14,851	6,803	-	-	21,654
Loan Administration Revenue	-	1,000	-	-	-	1,000
Other Revenue	980	-	38	1,964	-	2,982
Total Revenues	<u>453,224</u>	<u>40,194</u>	<u>7,781</u>	<u>1,964</u>	<u>1,119,420</u>	<u>1,622,583</u>
Expenses						
Salary & Wages	206,383	20,385	2,903	-	-	229,671
Fringe Benefits	50,280	5,392	768	-	-	56,440
Indirect Costs	59,032	5,929	844	-	-	65,805
Consultants	25,717	-	-	-	-	25,717
Staff Travel	5,717	184	-	172	-	6,073
Bank Service Charges	316	-	-	-	-	316
Service Fees	-	60	-	-	-	60
Subgrantee	9,204	-	-	-	1,119,420	1,128,624
Miscellaneous	767	-	-	-	-	767
Total Current	<u>378,154</u>	<u>32,182</u>	<u>4,515</u>	<u>3,236</u>	<u>1,119,420</u>	<u>1,537,507</u>
Debt Service						
Copier Lease Payment	377	-	-	-	-	377
Total Debt Service	<u>377</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>377</u>
Total Expenditures	<u>378,531</u>	<u>32,182</u>	<u>4,515</u>	<u>3,236</u>	<u>1,119,420</u>	<u>1,537,884</u>
Net Changes in Fund Balances	74,693	8,012	3,266	(1,272)	-	84,699
Fund Balances, July 1, 2024	<u>671,682</u>	<u>3,001,854</u>	<u>964,489</u>	<u>67,388</u>	<u>-</u>	<u>4,705,413</u>
Fund Balances as of September 30, 2024	<u>\$ 746,375</u>	<u>\$ 3,009,866</u>	<u>\$ 967,755</u>	<u>\$ 66,116</u>	<u>\$ -</u>	<u>\$ 4,790,112</u>

Finance Director's Report

Submitted by Ky Battern

November 2024 Board Meeting

Finance

- Worked to submit federal financial reports for those with reporting periods ending September 30th. Reimbursement requests from the related systems have been entered in correlation with the reporting.
- Filing and final closeouts from FY24 were completed.
- Videos for the Finance Director's succession plan have been created detailing how to perform payroll and accounts payable if needed.
- Auditors from Abdo will plan to present financials at the December Board Meeting and the January Full Commission Meeting.

Revolving Loan Fund

- As of August 2024
 - Principal Outstanding = \$2,140,402
 - Dollars Available for Lending = \$1,837,219
- See Jazmine Flores's report for more RLF specifics.

Region Nine Area, Inc.

- No new activity to report.



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Datum
02.10.2024

Dear Nicole,

now that we are back in the office for more than a week, it's important for me to get back to you once more.

I would like to thank you and your colleagues personally, but especially on behalf of the Aachen CityRegion, AGIT and my colleagues Sven, Frank and Cyros.

Already your support in the preparation of our trip was great. Your hospitality as well as the preparation and implementation of the appointments on site were unique. You have brought us closer to Mankato and the Region Nines very different facets in just a few hours. I know the work and effort behind it. Therefore, I would like to thank you, Jessica and your entire team - that was great! Our thanks also go to all participants from the whole region who accompanied us that day. The representatives of the region helped to make us feel so welcome. We were deeply impressed by the appreciation and hospitality we received in Mankato, New Ulm and all our stations.

I think that we have found numerous points of contact that we should deepen in the coming years. The topic of "flooding" and how we take action against it in each case will continue to occupy you in the Region Nine and us in the Aachen City Region in the future. In general, the topic of "environmental protection and climate change" will occupy us all even more in the future than before. Because of this projects like „Climate Smart Municipalities“ will get even more important.

I have also seen common points of interest at the Mankato airfield, where linking topics with our Aachen-Würselen research airfield would certainly be very exciting.

The list of similarities could be continued and I am sure that we find other topics in exchange with each other. The visit to Mankato, which was unfortunately far too short – our mistake, showed that we are already united by many topics that are worth exchanging ideas with.

I would therefore be very happy if we would further deepen our contacts and cordially invite you and a delegation from the RNDC to join us in the Aachen CityRegion for the coming year. I would be very happy to welcome you here in 2025.

Until then, we will stay in touch – either by email or teams meeting ...

Best wishes



Dr. Tim Grüttemeier
County commissioner

STAFF UPDATES | November 2024

Nicole Griensewic

I joined the SMIF Board of Directors and other regional partners and legislators for a stop on their annual Bus Tour in Albert Lea. They showcased a downtown historic building's repurposing and renovation. SMIF has historically been our strongest partner. I have wanted to ensure their board is aware of our appreciation for the collaboration.

I was interviewed on KTOE's show, *Talk of the Town* with Commissioner Dave Borchert, per his invitation to join for his regularly scheduled spot. I provided an overview of Region Nine's work and governance. We also discussed how he and Commissioner Hilpiper had their then upcoming delegation to Denmark to see climate resilient solutions for communities. I was then asked to return for a regularly scheduled spot

NADO just wrapped up their Annual Training Conference, which was held in New Orleans. Board Chair Laven also attended the conference. The 63-member Board voted me in as Treasurer, having served as Secretary this past year. A colleague from Alaska now serves as Secretary, joining the Exec Committee. The staff kept our calendar packed with duties such as serving on a panel to discuss the newly completed Strategic Plan, as well as meeting with the leadership from federal EDA, sitting at the head table for functions, and other duties.

With the help of Jesssica, more progress has been made on the RNDC Personal Policy Manual. A few more clarifying questions were forwarded to our employment law attorney Julia Corbet at Blethen Berens. The hope is to get the document in front of the Budget and Personnel committee in the near future. Once the committee recommends the updated document, it would then go to the commission for formal approval and adoption.

Alejandra Bejarano

As part of Eagle Lake's Rural Childcare Innovation Program, Alejandra continues participating as core team member. Recently, the core team hosted a provider appreciation event for childcare providers. The event was well attended, with local businesses donating prizes that were given away. The session also served as an opportunity to identify the urgent needs and challenges these providers face. Additionally, the core team rolled out surveys for employers, residents, and childcare providers. Alejandra helped design and develop these surveys, which have now closed. She also collaborated with Nate on a final push, using paid social media advertising targeted at Eagle Lake residents.

Alejandra submitted the Annual Performance Progress Report (APPR) to the EDA. This year, the APPR process was changed due to new guidelines issued by the EDA. Nate worked on designing the document and worked with Alejandra to create new country profiles.

Alejandra organized the year's final Community and Economic Development (CED) Committee meeting at the Saint Peter Regional Treatment Center. The meeting was well-

attended, and members expressed appreciation for the opportunity to learn more about the center's programming.

Alejandra has been closely working with Giselle on her broadband listening tour. They are drafting a vision statement for the fellowship and outlining next steps, including a needs assessment and asset map for the region. Alejandra has also attended regional community sessions on childcare for workforce and talent leaders in the region.

Alejandra presented to a delegation of international visitors from Jordan through the Department of State. These visitors came to the U.S. to study higher education with a focus on workforce development. Alejandra and Kristian presented to the group at South Central College about the workforce task force and RNDC's work.

Alejandra participated in KMSU's COPAL radio program, where she shared updates on her projects at Region Nine, discussed RNDC's mission, and provided information on its revolving loan funds.

Alejandra and Mercedes have partnered with Greater Mankato Growth to host a Workforce Summit in the spring of 2025. The summit will target employers, economic development practitioners, human resources professionals, and others to discuss strategies for hiring talent in Greater Minnesota.

Jessica Beyer

Jessica has been getting acclimated to her new role as Deputy Director over the last six weeks and has been making progress on several projects and initiatives, including organizational development items.

As noted, work on the policy manual is close to finalization. Development of a work plan/strategy for 2025 professional development, wellness, and employee/team development activities has also been drafted. Creation of such a work plan will help provide a new framework for annual team planning and scheduling consistency.

Jessica has met individually with each member of the Region Nine team and continues progress with outreach to stakeholders and the establishment of key relationships, part of her role and on behalf of the organization. She has also worked with team members and individually to either lead or be part of project/initiative discussions with communities/local governments and businesses/organizations throughout the last month.

Part of her role has included digging into the U of M, Minnesota Climate Adaptation Partnership work and facilitating a meeting to host Brian Shekleton from the University to introduce the partnership to the entire Region Nine team on November 4.

A portion of her work has also involved working with the Region Nine team to further develop relationships with key officials at all levels of government and to reinforce and establish new opportunities to convene and bring together region nine stakeholders to make important connections to resources. Region Nine will be hosting a series of meetings with our Federal EDA Representative, Darrin Fleener, on November 21 in addition to our tour of Waterville related to the 2024 flooding and economic impacts.

Kristian Braekkan

Kristian and Nicole presented the finalized Economic Opportunities Assessment to SMIF's CEO/President and VP of Entrepreneurship on October 30, specifically highlighting areas in need of attention as it pertains to socioeconomic conditions, mental/physical health, entrepreneurial activities/support, and investments in the region's human capital. It also marked the start of a series of follow-up assessments of SMIF's Rural Entrepreneurship Venture (REV) communities, work that will conclude by June 30, 2025. This work is also contractually conducted on behalf of SMIF.

Kristian and Alejandra presented to a delegation of visitors from the country of Jordan on regional economic development strategies in partnership with South Central College on October 23rd. The visit was sponsored by the U.S. Department of State, coordinated by Global Minnesota, and included visits to Washington state, Texas, and Minnesota. RNDC was the only regional development organization on the agenda. In October, Kristian also presented his research on medical device clusters and ongoing agro-clusters research with GreaterMSP and the Transportation Policy and Economic Competitiveness Program (TPEC) at the Humphrey School/University of Minnesota with Maggie Ahern from Georgetown University.

Lisa Callahan

As a GreenCorps member, Lisa has been working primarily in energy and climate related initiatives. Sam Sharp, the GreenCorps site supervisor, has connected her with the region and they are working together on many community readiness and outreach materials designed to connect the region to Inflation Reduction (IRA) funding opportunities. Lisa and Samuel developed a database of regional connections and built outreach materials including improvement opportunities, resources, and a survey.

Lisa and Samuel have been supporting the community of Comfrey in their grant application to the MPCA focusing on organic waste collection and reducing landfill usage. This project provides an organic waste receptacle for rural community members, the school, and local businesses to dispose of their food scraps in a more environmentally conscious method. A local farmer has agreed to operate and maintain the waste receptacle in exchange for converting the waste into feed for cattle.

Lisa and Samuel also met with New Ulm, helping to ideate projects and seeking out funding opportunities and resources. District energy upgrades, solar installation, and anaerobic

digestion development being among the top priorities. Lisa has also been supporting outreach for the Energy Efficiency and Conservation Block Grant (EECBG) program, in which disadvantaged communities will have the opportunity to work with Region Nine on developing climate resilience plans. There are many opportunities that fall under the EECBG program.

Lastly, Lisa and Samuel attended the DEED Climate-Aligned and Community-Led Capital event, where they had the opportunity to learn more about tax credit opportunities associated with both the IRA and the Greenhouse Gas Reduction Fund (GGRF). Lisa and Samuel plan on educating communities about utilizing these tax credits and many opportunities like community solar and the Solar for All (SFA) Program.

Sabri Fair

Sabri helped two local food businesses write their grants and apply for the MDA Value Added Grant and Meat and Poultry Processing Grant. The grant applications were for \$23,000 and \$137,000 respectively. The businesses will hear back on their applications in December.

As part of the Regional Food Recovery Plan Sabri set a date for the community conversation of December 10th at South Central Service Cooperative. On this date Sabri will present his findings from the plan and then have stakeholders develop individual and regional goals and actions to guide future funding requests and implementation.

Sabri began planning for the Community Energy Innovation Prize Final Event in Chicago on allow the Convivencia Hispana Energy Navigators December 4th-5th. This event will provide the Convivencia Hispana Energy Navigators a chance to present their project thus far and compete for additional funds to continue the work. To date, we have completed 50 energy audits.

Jazmine Flores

Jazmine attended the MADO All Staff Training in St. Cloud and participated in the Commission meeting. She renewed a UCC for an existing client and updated all UCC records in the RLSS system with expiration dates. Additionally, Jazmine collaborated with Nate to revamp the RLF PowerPoint presentation.

She met with a potential new loan client interested in opening a butcher shop in Mapleton. Jazmine also processed all RLF payments and reconciled accounts. Furthermore, she had a meeting with Mary from the 504 Corporation and Matt from First National Bank in St. Peter to discuss future collaborative projects. As a result of her meeting with Matt, a new daycare project in Gaylord is beginning the negotiation stages, and a second daycare project is underway with Pioneer Bank in Mankato.

Jazmine is anticipating three other RLF projects as clients prepare to submit the necessary information. These projects include a meat shop in Mapleton, a bar and grill in Granada, and a potential new restaurant in Winnebago.

In addition, she attended the Entrepreneurial Bridge event in Albert Lea, hosted by SMIF, where she networked with bankers and nonprofits in the region. Jazmine also participated in the RLF Equitable Outcomes webinar and held one-on-one meetings with our new team members—Gissele, Lisa, and Jessica. Lastly, she assisted an existing client with a business name change.

Nathan George

Nathan has been working with Sam Sharp and Lisa Callahan on community outreach materials including a survey and available resources handouts. Nathan has been creating physical and digital versions of the materials which include design, layout, and proofing. He will be working with Sam and Lisa to develop a plan for the distribution of the materials and community engagement events. The surveys aim to gauge the community's interest in energy initiatives and the handouts will provide interested residents with more information on potential projects and funding sources.

Nathan finished the layout of the APPR with Alejandra and it was submitted this month. The APPR is an annual document that reports on RNDC's work as it relates to the CEDS. Nathan designed, edited, and typeset the document. They also created a County Profile booklet to accompany the APPR.

Nathan has been working with Sarah to update the board portal page to make it more intuitive. This included moving the most accessed information to the top and simplifying the archived documents.

Nathan has been attending monthly review meetings regarding rural childcare. GMG and Business of Childcare facilitate these meetings which update the members on projects happening in the area and potential opportunities. The goal of the meetings is to use regional collaboration to lessen the burden of childcare for residents and businesses.

Nathan has been contacting media about RNDC's recent NADO Impact Award, the addition of Jessica Beyer as deputy director, the Aachen Germany Delegation, and Nicole's appointment as Treasurer to the NADO Board of Directors.

Nathan has also been working with Alejandra and Mercedes on an International Student Report. His role at this point has been to simplify graphs and charts to make them more readable. As the report nears completion, he will do the design and layout of the document.

Joel Hanif

Joel attended a Safe Streets and Roads for All (SS4A) grant kickoff meeting to go over the grant agreement template and prepare for RNDC to get started on the grant. Joel is working on finalizing grant agreement language and working with Nicole to finalize a job description for the new position that is funded by this grant.

Joel held a meeting with the Waterville Elysian Morristown (WEM) Safe Routes to School team to go over the draft plan and will have the plan finalized in November. Joel has also been assisting the City of St. James in applying for MnDOT's Active Transportation Planning program.

Joel has been meeting regularly with U of M Extension, faculty, and graduate students, Brown County Commissioner Dave Borchert and South Central EMS director Mark Griffith to coordinate on the *Empowering Small Minnesota Communities* rural EMS grant. A listening session will be held on November 21 in Eagle Lake where various stakeholders will be able to discuss current issues in recruitment and retention in rural EMS in the region.

On November 13, Joel met with Watonwan County engineer Michael McCarty to discuss the county's prospective Transportation Alternatives application and conduct an LOI (letter of intent) review to determine whether the county should proceed with a full application.

Joel has also taken part in various meetings, including a South Central ATP meeting, a MAPO TAC meeting, and an informational meeting on the possibility of bringing passenger rail to Mankato and several other communities along the US 169 corridor.

Sarah Janovsky

Sarah and Nate reviewed the Board Portal and implemented changes requested by board members to ensure all relevant information is presented in a more user-friendly format; the updated portal will be discussed at the November Board Meeting.

Sarah attended the Community and Economic Development (CEDs) Committee meeting at the Saint Peter Regional Treatment Center, an insightful visit that could translate to a future RNDC visit. As part of RNDC's Wellness Program with South Central Service Cooperative, she attended the Annual Wellness Conference. RNDC hosted both a Steps Challenge and Fall Festival to support staff well-being.

Giselle Lo

Through the American Connection Corps (ACC), Giselle completed NorthStar Training, a program dedicated to advancing digital equity by equipping individuals with the essential skills to work, learn, and engage fully in everyday life. She also attended the Multicultural Network event at Minnesota State University, Mankato, where she networked and deepened her connections within the local community.

Throughout the month, Giselle participated in several webinars focused on digital equity and related grant programs, including sessions specific to native entities and capacity grants. On October 21, she attended a DEED Broadband Task Force meeting, gaining insights into upcoming broadband initiatives across Minnesota.

Additionally, Giselle is conducting a listening tour to better understand the broadband needs across Region Nine communities. These listening sessions, which involve conversations with community members and leaders from Blue Earth, Brown, Le Sueur, Martin, Nicollet, Sibley, and Waseca Counties, will help shape future broadband projects in the region.

Aaron Pacheco

Aaron has contributed to several roles in the Region Nine team's projects during this period. First, he is working on an EDA grant to analyze workforce dynamics amid a shifting economy, particularly examining how communities and workers have evolved with recent economic changes and assessing how well they are positioned for future trends.

Collaborating with Greater Mankato Growth, he is assisting in a study on regional industry clusters in relation to the Inflation Reduction Act, exploring how regional manufacturing is interconnected and identifying key nodes essential for linking businesses to necessary resources. Aaron has also provided background research for two international projects, showcasing our region's unique economic landscape and highlighting shared opportunities for delegations in Denmark and Armenia.

Lastly, he has been reviewing the Workforce Taskforce project, which is nearing completion. This project's greatest strength is to provide our region with essential social context and tools to connect employers with skilled, job-seeking graduates from academic institutions.

Sam Sharp

As the GreenCorps site supervisor, Samuel has been working with GreenCorps member, Lisa, to connect her with the region and support the development of community readiness and outreach materials designed to connect the region to IRA funding opportunities. Samuel and Lisa have been assembling a database of regional connections which will be instrumental in helping push out resources and materials to the region.

Samuel and Lisa have also been supporting the community of Comfrey in their grant application to the MPCA focusing on organic waste collection. This project proposes the implementation of an organic waste receptacle for community members, the school, and local businesses to dispose of their food scraps in a more environmentally conscious method. A local farmer has agreed to operate and maintain the waste receptacle in exchange for converting the waste into feed for his cattle.

Samuel and Lisa also met with New Ulm, helping to ideate projects and seeking out funding opportunities and resources. District energy upgrades and anaerobic digestion are among the top priorities. Samuel has also been supporting the continued outreach for the Energy Efficiency and Conservation Block Grant (EECBG) program, in which disadvantaged communities will have the opportunity to work with RNDC on developing climate resilience plans – similar to the efforts conducted in Comfrey. Fairmont is in the process of signing an MOU for these services, and RNDC staff will be presenting to Waseca in mid-November with the intention of bringing them on board as well.

Samuel and Lisa attended the DEED Climate-Aligned and Community-Led Capital event, where they had the opportunity to learn more about lean Energy Tax Credit, Energy Tax Credits, project financing, and access to a network of individuals working within this space. Lastly, Samuel is helping support efforts with Eagle Lake and the Solar on Public Buildings funding opportunity. Samuel and fellow RNDC staff will present to their city council on this program in mid-November.

Check#	Check Date	Vendor Name	Check Amount	Description
117219	09/05/2024	The Free Press	(13.16)	VOID - Check returned as double paid.
117288	09/05/2024	Uniting Cultures	25.00	Information Table Resevervation for 2024 Multicultural Fiesta
117289	09/05/2024	Verizon Wireless	140.99	Cell & Tablet Services - July to Aug - INV 9970976866
117290	09/05/2024	Xcel Energy	66.23	Electric Utility - 7/16 to 8/14 - Statement Number 890533084
117291	09/05/2024	Wolters Kluwer	2,369.74	Finance & RLF Software for 10/1/24 to 9/30/25 - Acct 4002407829
117292	09/05/2024	Spectrum	164.98	Internet Service - 8/23 to 9/22 - INV 0820665082324
117293	09/05/2024	Shred-It, C/O Stericycle Inc	143.98	Shredding Services for August - INV 8008066513
117294	09/05/2024	Lime Valley Advertising Inc	79.00	Website Updates - Event Calendar Annual Renewal - INV 24120.06
117295	09/05/2024	Vanderberg Cleaning Services LLC	360.00	Cleaning Service for September - INV 18230
117296	09/05/2024	Metro Sales Inc	377.25	Contract Lease Charge - 8/27 to 9/26 - INV 2589900
117297	09/05/2024	Cedar Crate Farm	1,602.75	VOID - Check Reissue
	09/27/2024		1,602.75	VOID - Check Reissue
117298	09/05/2024	TeamKeeper, Harris Local Gouvernement Solaris	75.00	TeamKeeper Timesheet Software - INV 99502
117299	09/05/2024	Sempe, Mercedes	1,012.50	Consultant Services for August - Taskforce Work - INV 3
117300	09/05/2024	Thriveon Inc	3,602.59	Monthly IT & Micorsoft Services - September - INV 192181
117301	09/05/2024	Bethke, Edward	150.00	LFPA Grant Reimbursement - 30 Dozen Eggs - INV 232815
117302	09/05/2024	Griensewic, Nicole	658.53	Harvard Kennedy Reimbursements, Waterville Flood Recovery Mtg Mileage
117303	09/05/2024	TeamKeeper, Harris Local Gouvernement Solaris	75.00	Timesheet Software - September - INV 100558
117304	09/05/2024	Living Earth Center	2,475.25	LFPA Grant Reimbursement - Produce Donations & Administration - INV 1043
117305	09/05/2024	Spirited Journeys LLC	315.00	USDA NRCS Consulting Hours for August - INV 708A
117306	09/05/2024	Security Storage Systems	100.00	Offsite Records Storage - September - INV 26150
117307	09/05/2024	Wiimani Homestead LLC	37.00	LFPA Food Donation Reimbursement - INV 24-14
117308	09/05/2024	Branstad, Jim	102.00	8/14 - Mileage & Per Diem
117309	09/05/2024	Living Earth Center	2,127.14	VOID - Check Reissue
	09/27/2024		2,127.14	VOID - Check Reissue
117310	09/05/2024	Wooden Spoon	759.00	LFPA Storage, Transportation, Admin, & Outreach for August - INV 4260
117311	09/25/2024	Region Nine Development Commission	40,000.00	Bank Transfer to Cover R9 Payroll
117314	09/27/2024	Cedar Crate Farm	1,612.75	Reissue - LFPA Grant Reimbursement - Beets, Radish, Carrots, Onions - INV 340
117315	09/27/2024	Living Earth Center	2,137.14	Reissue - USDA NRCS Work - INV 1045
117316	09/30/2024	Spirited Journeys LLC	315.00	USDA NRCS Consulting - September 2024 Hours - INV 712A
117317	09/30/2024	Vanderberg Cleaning Services LLC	360.00	October Janitorial Services - INV 18392
117318	09/30/2024	Neubau Holdings LLC	3,304.00	October 2024 Office Rent
117319	09/30/2024	River Bend Business Products	14.80	Printing
117320	09/30/2024	Spectrum	164.98	Internet Service - 9/23 to 10/22 - INV 0820665092324
117321	09/30/2024	Cedar Crate Farm	271.60	LPFA Grant - Donation Reimbursement - INV 353
117322	09/30/2024	My MN Farmer	360.00	LFPA Grant Donation Reimbursement - INV 50
117323	09/30/2024	Lake Crystal Coaches	835.00	Motorcoach for Germany Delegation - INV 13279
117324	09/30/2024	Wooden Spoon	759.00	LFPA Admin -September - INV 4265
117325	09/30/2024	Creative Ad Solutions Inc	60.99	Mug & Name Badges for New Employee - INV 27600
117326	09/30/2024	Creative Ad Solutions Inc	37.82	Name Plates for Commission - INV 27601
117327	09/30/2024	Wooden Spoon	759.00	LFPA Admin - July - INV 4253
117328	09/30/2024	Jessica Beyer	6,930.00	Consulting Services - 6/11 to 9/11
117329	09/30/2024	United Team Elite	120.00	New Employee Apparel - INV 9183
117330	09/30/2024	Wiimani Homestead LLC	38.20	LFPA Donation Reimbursement - INV 24-22
117331	09/30/2024	Metro Sales Inc	377.25	Copeir Contract Base Charge
117332	09/30/2024	American Solutions for Business	34.48	Business Cards - INV 07650774
117333	09/30/2024	Xcel Energy	61.14	Electric Charges - 8/14 to 9/15 - Statement 894688191
117334	09/30/2024	Verizon Wireless	315.90	August & September Cell Bill - INV 9973376824
117335	09/30/2024	Joel Hanif	474.19	Travel Reimbursements - 8/6-8, 9/18 - Transp Planners Meetings
117336	09/30/2024	Playbook Strategies LLC	3,500.00	Strategic Planning Payment #1
117337	09/30/2024	Rathskeller Inc	805.25	Room Rental & Breakfast Buffet 9/19 - INV 767
117338	09/30/2024	River Bend Business Products	16.74	Printing Services - INV 414379-00
117339	09/30/2024	River Bend Business Products	27.87	Printing for NREL Convivencia - INV 414067-00
117340	09/30/2024	River Bend Business Products	100.08	Printing Services for RSDP UMN - INV 414383-00
117341	09/30/2024	League of Minnesota Cities	786.00	4 Month Membership Dues Invoice 9/1 to 12/31 - INV 411828
117342	09/30/2024	Principal Life Insurance Company	301.60	Life Insurance Premiums - Acct 1125885-10001
117343	09/30/2024	Johnson, Corree	4,770.00	Consulting Services for August - INV 9
117344	09/30/2024	Blethen Berens	116.00	RLF Legal Work - Acct 12541.010 Statement 9
117345	09/30/2024	Blethen Berens	684.00	Policy & Handbook Legal Services - Acct 12541.003 Statement 83
117346	09/30/2024	Wiimani Homestead LLC	62.00	LFPA Donation Reimbursements - INV 24-12
117347	09/30/2024	Wiimani Homestead LLC	72.20	LFPA Donation Reimbursement - INV 24-19
117348	09/30/2024	Hilpipre, Stephanie	132.88	9/19 & 6/12 - Per Diem & Mileage
117349	09/30/2024	Femrite, Lyle	60.70	9/19 - Mileage & Per Diem
117350	09/30/2024	Lilienthal, Christian	98.24	9/19 - Per Diem & Mileage
117351	09/30/2024	Dalton, Chris	25.00	9/19 - Half Per Diem per Sheet
117352	09/30/2024	Boettger, Andrea S	230.82	9/4, 9/6, 9/11, 9/19 - Per Diems & Mileage on 9/11
117353	09/30/2024	Rohlfing, Steve J	78.14	9/11 - Per Diem & Mileage
117354	09/30/2024	Femrite, Lyle	60.72	9/11 - Per Diem & Mileage
117355	09/30/2024	Wilkening, Rob	82.16	9/11 - Per Diem & Mileage
117356	09/30/2024	Lilienthal, Christian	98.24	9/11 - Per Diem & Mileage
117357	09/30/2024	Branstad, Jim	102.00	9/11 - Per Diem & Mileage
117358	09/30/2024	Laven, Mike	50.00	9/11 - Per Diem
117359	09/30/2024	Loveall, Tom H	96.90	9/11 - Per Diem & Mileage
117360	09/30/2024	Schafer, Philip H	138.00	9/11 - Per Diem & Mileage
117361	09/30/2024	Borchert, Dave	83.50	9/19 - Per Diem & Mileage
117362	09/30/2024	Branstad, Jim	102.00	9/19 - Per Diem & Mileage
117363	09/30/2024	Hilpipre, Stephanie	74.12	9/24 - Mileage & Per Diem
117364	09/30/2024	Belgard, Elliot R	103.60	9/24 - Per Diem & Mileage
117365	09/30/2024	Omar, Ayan	68.76	9/24 - Per Diem & Mileage
117366	09/30/2024	Femrite, Lyle	60.72	9/24 - Per Diem & Mileage
117367	09/30/2024	Richter, Gary	71.02	9/19 - Mileage
117368	09/30/2024	Lilienthal, Christian	98.24	9/24 - Per Diem & Mileage

Check#	Check Date	Vendor Name	Check Amount	Description
117369	09/30/2024	Laven, Mike	50.00	9/19 - Per Diem
117370	09/30/2024	Chef Jun	2,193.50	Germany Delegation - 40 qty x \$45 per, Tax, Rush Fee - INV 0001
117371	09/30/2024	Thriveon Inc	3,670.39	October IT & Microsoft Services - INV 193135
117374	09/30/2024	US Bank	63.65	Coursera.org - Marketing Course - 8/1 - NateG
			290.67	Indeed.com - Deputy Director Posting - 8/1 - NateG
			29.00	First Advantage - Background Check - 8/6 - NateG
			60.00	Secretary of State Filings (3) - RLF Security Interest Renewals - 7/22 - KyB
			683.24	Surgent CPE - CPE On-Demand -7/25 - KyB
			146.00	USPS - Two Rolls of Stamps - 8/21 - KyB
			28.52	Entrepreneurial Bridge Event Registration for Jazmine - 8/21 - Kyb
			40.00	Grid Catalyst - MN Cleantech Innovation Summit Registration - 8/2 - SS
			65.00	Recharge America Event Registration - 8/13 - SS
			595.00	2024 North America SAF Conference - 8/15 - SS
			46.78	Pub 500 - Patty Oconner Commissioner Meeting/Lunch - 8/2 - NG
			0.99	Apple.com - iCloud Storage - 8/2 - NG
			7.12	Marathon Petro - MADO Food - 8/12 - NG
			40.83	Speedway Le Sueur - Fuel for RAV4 - 8/14 - NG
			9.15	McDonalds St Peter - Travel Lunch - 8/14 - NG
			41.41	Stellas Battle Lake - MADO Meal - 8/13 - NG
			25.51	Battlelake Boat House - MADO Meal - 8/13 - NG
			8.60	Perks Coffee & Tea - Coffee MADO - 8/15 - NG
			7.00	UofM Parking - Parking Ag Event - 8/16 - NG
			39.62	Swatdee Thai Restaurant St Paul - Meal for USDA Event - NG
			10.98	Sams Club - Office Supplies - 7/25 - SJ
			0.89	Aldi - Office Supplies - 7/31 - SJ
			12.98	HyVee - Commission Snacks - 8/14 - SJ
			3.25	Dollar General - Office Supplies - 8/20 - SJ
			374.76	Holiday Inn Express - Transp Meeting Stay - 8/8 - JH
			25.25	HyVee Fuel - Fuel for RAV4 - 7/24 - SF
			15.58	HyVee - NREL Supplies - 7/30 - SF
			137.24	Plaza Jalisco - NREL Event - 7/30 - SF
			37.12	Marathon Fuel - Fuel for RAV4 - 8/2 - SF
			16.29	Bernbaums Inc - RFBC Staff Meal - 8/7 - SF
			17.83	Fresh & Fancy - RFBC Staff Meal - 8/7 - SF
			182.33	Hilton Garden Inn ND - RFBC Event Stay - 8/7 - SF
			33.67	HyVee Fuel - Fuel for Traverse - 8/9 - SF
			225.67	Noodles - CEDS Meal - 8/6 - AB
			(255.10)	US Bank Rebate - 8/22
Check Total	102,017.12			
Report Total:	102,017.12			

Terms & Abbreviations

ACC – American Connection Corp	MAPO – Mankato/North Mankato Area Planning Organization
APPR – Annual Performance Progress Report (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
MAPCED - Minnesota Association of Professional County Economic Developers	WCI – West-Central Initiative
	TZD – Toward Zero Deaths