

1. Call to Order

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

2. Roll Call

MEMBERS PRESENT: Jim Branstad, Marie Dranttel (virtual), Mike Laven, Tom Loveall, Christian Lilienthal (virtual), Patty O'Connor, Steve Rohlfig, Phil Schafer, Rob Wilkening (virtual)

MEMBERS ABSENT: Andrea Boettger

OTHERS PRESENT: Jessica Beyer, Stephanie Hilpiper, Sarah Janovsky, Shanon Nowell (B&P Chair), Josh Heggem (Attorney)

There was a quorum.

3. Approval of the Agenda

Schafer moved to approve the agenda as presented. Branstad seconded. Motion carried.

The Board entered a closed session pursuant to Minnesota Statute 13D.03 to discuss labor negotiation strategy

O'Connor moved to return meeting to open session. Loveall seconded. Motion carried.

4. Approval of February 11, 2026, Meeting Minutes

Schafer moved to approve the February 11, 2026 meeting minutes as presented. Rohlfig seconded. Motion carried.

5. Approval of Financials

The Finance Director provided an overview of the January financial statements, including cash balances, receipts, disbursements, and outstanding payables. The Board discussed current financial conditions and acknowledged upcoming budget pressures.

Loveall moved to approve the Financials. Schafer seconded. Motion carried.

6. Grant Items

Staff presented a proposed resolution authorizing submission of a Legislative-Citizen Commission on Minnesota Resources (LCCMR) grant application. The Board discussed the opportunity, including the absence of a match requirement, indirect cost implications, capacity considerations, and strategic value of pursuing the funding despite fiscal constraints.

Loveall moved to approve the resolution authorizing submission of the application. Wilkening seconded. Motion carried.

Staff reported that RNDC was awarded an MPCA grant to support stormwater, wastewater, and community resilience work across the region. The Board received an overview of the grant scope, funding amount allocated to RNDC, project duration, and planned use of funds, including partnerships and staffing components.

Staff reviewed the updated Gantt chart outlining active, pending, and submitted grants, including recent EPA and EDA applications. The Board discussed timing uncertainties related to grant awards and the ongoing need to track grant obligations, staffing capacity, and cash flow implications.

7. Information/Discussion Items

Stephanie Hilpipre presented a revised fiscal year 2026 budget based on actual cash activity and current staffing assumptions. The Board discussed revenue constraints, expenditure reductions, austerity measures, legal costs, and assumptions related to reduced staff hours and the absence of an Executive Director.

Rohlfing moved to recommend the revised FY26 budget to the full commission. O'Connor seconded. Motion carried.

Hilpipre presented a detailed overview of FY27 budget planning, including funding flow diagrams, use of levy dollars, reserve requirements, indirect cost recovery, and long-term financial sustainability. Discussion focused on diversification of revenue sources, rebuilding reserves, and strategic use of contract work to support financial stability.

Jessica Beyer informed the Board that the agency's records retention schedule, last updated in 2013, would be reviewed and updated in conjunction with an office relocation. Discussion included both physical and electronic records and alignment with current state standards.

The Board discussed the Executive Director position in light of current financial conditions. Consensus was to pause further action and revisit the position at a later date after financial stabilization.

The Board discussed caucusing timing, officer succession, committee assignments, and alignment with election cycles. Staff also reported on upcoming caucusing at the April Commission meeting, ongoing commissioner appointments, and the Budget and Personnel Committee's role in nominations.

8. Reports

Chair Laven acknowledged staff efforts during a challenging financial period and emphasized the importance of continued oversight, transparency, and collaboration. Upcoming closed session topics and Commission items were noted.

Beyer highlighted ongoing grant activity, upcoming housing forum planning, and general operational updates. Additional closed session matters scheduled for May were noted.

Hilpipe expanded on financial sustainability efforts, reserve planning, indirect cost recovery, and long-term budget strategy. Potential options related to revolving loan funds and cash flow management were discussed at a high level.

9. Other Business

The Board acknowledged the passing of a local elected official and expressed condolences. No additional business was raised.

10. Adjournment

Loveall moved to adjourn. Branstad seconded. Motion carried.

The meeting was adjourned at 6:16 p.m.