

**KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)**

**FINANCE COMMITTEE**

**MEETING MINUTES**

**August 11, 2020**

**Via Teleconference**

Present: Matt Behm, Nick Dalton, Kerry Johnson, Travis Jones, Les Nelson, Jeff Welker and Randy Zinda

Excused: Justin Schnichels

Guest: Jean Spaulding, CARES Coordinator for Kandiyohi County

Staff: Aaron Backman, Executive Director and Connie Schmoll, Business Development Manager

Secretarial: Nancy Birkeland, Legal & Administrative Assistants, Inc.

Chairperson Matt Behm called the meeting to order at approximately 12:02 followed by roll call. Aaron Backman welcomed Jean Spaulding as the CARES Coordinator for Kandiyohi County.

**NEW BUSINESS**

**CARES Pandemic Relief (CPR) Grant Program.** Backman reported to date the EDC has received 64 business applications with 3 being ineligible. The breakdown as to location of the businesses is Willmar 32, Spicer 6, New London 4 and 9 from 8 different townships. As to the a breakdown of the nonprofit applications, 13 are from Willmar, 2 from Spicer and 1 from Lake Andrew Township. This committee's recommendations from last week and today will be presented to the Kandiyohi County Board of Commissioners next Tuesday. Jean Spaulding stated the County Board will receive a spreadsheet of pertinent information and do a batch approval from recommendations by all six county teams. Commissioners can request more detail from the individual teams, if desired.

The committee reviewed a list of 16 small business CPR grant applicants with EDC staff's recommendation as to a grant award (see attached). Backman noted the average tenure of the businesses is close to 24 years, average gross loss is 57% and average full-time equivalent employees is 4.63.

IT WAS MOVED BY Randy Zinda, SECONDED BY Nick Dalton, to approve the recommendation of the EDC staff to award CARES Pandemic Relief Grants to 16 businesses on the attached list for a total grant award of \$156,000. MOTION CARRIED.

The committee reviewed a list of eight nonprofit organizations (see attached). Backman pulled the Spicer Sunrise Lions Club from the list for discussion. The Lions Club does not meet the criteria as to having a physical location, but meets other criteria. Discussion was held on whether or not to forgo the criteria as

to a physical location for service groups. By consensus, the committee felt the current criteria must be met by all applicants.

[Les Nelson joined the meeting.]

As to a question regarding the Willmar Area Food Shelf, Backman stated that even with a 0% loss, it is still eligible under the other grant criteria for nonprofit organizations.

IT WAS MOVED BY Les Nelson, SECONDED BY Kerry Johnson, to approve the recommendation of the EDC staff to award CARES Pandemic Relief Grants to seven nonprofit organizations on the attached list, excluding the Spicer Sunrise Lions Club, for a total grant award of \$225,000. MOTION CARRIED with Les Nelson abstaining as to the American Legion Post #167, Willmar.

**NEXT MEETING**—The next special committee meeting is **1:00 p.m., Tuesday, August 18, 2020** via teleconference. Travis will be on vacation, but can call in if needed.

**ADJOURNMENT**—There being no other business, the meeting was adjourned at approximately 12:26 p.m.

## CPR Nonprofit Applications for EDC Finance Committee Review

August 11, 2020

	Date Received	Nonprofit	Contact	City	Township	Service Type	# FTE	Loss %	Impact on NP	Use of Funds	Number of Employees Award	% of Loss Award	Number Served Award	Mission Award	COVID-19 Award	Total Award
1	3-Aug	Spicer Sunrise Lion's Club	Todd Erickson	Spicer		Service Organizartion	0	31%	L, R		\$0	\$7,500	\$2,500	\$5,000	\$0	\$5,000
2	3-Aug	VFW (Finstad Post, Willmar)	Lucas Billmier	Willmar		Restaurant/Bar/Veteran's Support	4	81%	C, L	P, S	\$2,000	\$7,500	\$5,000	\$5,000	\$0	\$19,500
3	3-Aug	American Legion Post #167	Greg Krause	Willmar		Restaurant/Bar/Veteran Support	14	90%	C,L	I, P,S, U	\$5,000	\$7,500	\$7,500	\$5,000	\$0	\$25,000
4	3-Aug	Willmar Area Food Shelf	Alana Ziehl	Willmar		Community Food Services	2	0%	I	D, I, U	\$2,000	\$0	\$7,500	\$12,500	\$7,500	\$29,500
5	3-Aug	American Legion Post #545	Bill Doty	Spicer		Restaurant/Bar/Veteran Support	15	64%	C,L	P,M,U,I	\$5,000	\$7,500	\$5,000	\$5,000	\$0	\$22,500
6	6-Aug	West Central Industries	Renee Nolting	Willmar		Disabled Training & Employment	37	47%	I, L, S	D, P, S	\$7,500	\$6,000	\$7,500	\$12,500	\$15,000	\$48,500
7	6-Aug	Community Integration Center	Fowzi Ismail	Willmar		Immigrant Ed./Social Services	5	51%	C, I, L	P, R, S, U	\$2,000	\$7,500	\$7,500	\$8,000	\$15,000	\$40,000
8	7-Aug	Safe Avenues	Jen Johnson	Willmar		Emergency Shelter/Victim Services	28	31%	I, L	P, S, U	\$7,500	\$5,000	\$7,500	\$12,500	\$7,500	\$40,000
							105	49%			\$31,000	\$48,500	\$50,000	\$65,500	\$45,000	\$240,000
							Total FTEs	Ave. Loss								

Codes:  
 Impact: C=closed, D=Delay maint. or equip. purchases, I=incr. serv., L=loss of revenue, R=reduced business, S=shut down  
 Use: D=def. maint./repairs/equip., I=insurance, M=mortgage, N=inventory, P=payroll, R=rent, S=safety/PPE, U=utilities