

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

**FINANCE COMMITTEE**

**MEETING MINUTES**

**August 25, 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 11:00 a.m. Added to the Agenda was discussion of whether or not a particular type of business meets the grant program criteria.

**MINUTES**

IT WAS MOVED BY Kerry Johnson, SECONDED BY Les Nelson, to approve the Minutes of the June 30, July 7, July 14 and July 28, 2020 meetings as emailed. MOTION CARRIED.

**UNFINISHED BUSINESS**—There was no unfinished business.

**NEW BUSINESS**—Schmoll informed the committee that an application was received from a food truck business and EDC staff was uncertain if the business would qualify as having a physical location in the county. Jean Spaulding suggested this question should be forwarded to the planning team as they developed the program criteria. Backman noted that having a physical location in the county includes home-based businesses, such as childcare. As to trucking companies, if they have a brokerage office located in the county, they qualify. It was the committee's consensus that the question be presented to the planning team for a decision. Les Nelson cautioned that if a mobile business operates in other counties, it is possible it could receive funds from more than one county. Schmoll informed the committee that the planning team decided not to fund any business that was going out of business.

**CARES Pandemic Relief (CPR) Grant Program.** Aaron Backman summarized the applications received to date, one-third of the way through the program:

Small Business Applications

Approved and ratified by the County Board and checks mailed last Friday	38
Additional applications approved by this committee	20
Applications to be reviewed today	18
Applications deemed ineligible	8
Currently under review by staff	<u>7</u>
Total received	91

Nonprofit Applications

Approved and ratified by the County Board and checks mailed last Friday	10
Additional applications approved by this committee	4
Applications to be reviewed today	7
Applications deemed ineligible	1
Currently under review by staff	<u>0</u>
Total received	22

Backman believes all dollars will be expended some time in October. There has been a slow down in applications received from nonprofit organizations. Schmoll reported a mailing was sent last Friday to 1,766 businesses in the county.

The committee reviewed a list of 18 small business CPR grant applicants with EDC staff's recommendation as to a grant award (see attached). Discussion was held on the inclusion of a business that was recently sold. Backman stated the business had not sold by the second quarter of 2020 and the new owners were able to present financials from the second quarter of 2019 and second quarter of 2020. Two other applications by new business owners were deemed ineligible as they could not present financials for comparison.

IT WAS MOVED BY Nick Dalton, SECONDED BY Les Nelson, to approve the recommendation of the EDC staff to award CARES Pandemic Relief Grants to 18 businesses on the attached list for a total grant award of \$176,000. MOTION CARRIED.

The committee reviewed a list of seven nonprofit organizations that have applied for a CPR grant (see attached).

IT WAS MOVED BY Kerry Johnson, SECONDED BY Randy Zinda, to approve the recommendation of the EDC staff to award CARES Pandemic Relief Grants to the following seven nonprofit organizations: Kandiyohi County Historical Society, Let's Go Fishing, MNYou, New London Little Theatre, The Village, Inc., Willmar Area Symphonic Orchestra and Willmar Lakes Area Chamber of Commerce for a total grant award of \$160,500. MOTION CARRIED.

Backman noted that those approved by the committee last week and today will be forwarded to the County Board of Commissioners for ratification at its meeting on September 1, 2020. Discussion was held on the information that will be provided to the County Commissioners who are on the planning team.

**NEXT MEETING**—The next special committee meeting is **11:00 a.m., Tuesday, September 1, 2020** and the regular meeting was moved to **12:00 p.m., Wednesday, September 9, 2020** via teleconference. Behm and Johnson stated they will be on vacation the week of September 7 and unable to attend.

**ADJOURNMENT**—There being no other business, the meeting was adjourned at approximately 11:32 a.m.