

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

FINANCE COMMITTEE

SPECIAL MEETING MINUTES

August 4, 2020

Via Teleconference

Present: Nick Dalton, Kerry Johnson, Les Nelson, Justin Schnichels, Jeff Welker and Randy Zinda

Excused: Matt Behm and Travis Jones

Guest: Cheryl Glaeser, Achieve TFC

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

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

Vice Chairperson Nick Dalton called the meeting to order at approximately 11:00 a.m. followed by roll call. Aaron Backman introduced Cheryl Glaeser of Achieve TFC and explained her role with the EDC as to the CPR Grant Program. Backman stated there were no COBAL or Immigrant Business Disaster Relief Grants for review today.

NEW BUSINESS

CARES Act Reimbursement. Connie Schmoll stated the committee will only receive for review those businesses that have provided complete applications. Backman and Schmoll developed a consistent method for calculating the loss of a business.

The committee reviewed the list of 22 small business grant applications with EDC staff's recommendation as to a grant award (copy attached to original only due to Data Privacy Act). Willmar Dental Lab was removed from the list as not having provided all of the required information. All of these businesses are currently open, but are seeing a reduction in business activity. The average size of employees is 4.2 with an average loss of 56% for the second quarter of 2020 compared to the second quarter of 2019. Applications that were not considered were from BRG Vineyards as it was in business less than one year; Crossroads Counseling Centers as it did not have a 25% loss in business and West Side Market & Liquor, which was less than one year in business. It was questioned if committee members should recuse themselves from voting on certain businesses that are customers of their financial institutions. The decision on recusing themselves was left up to each individual committee member. Les Nelson stated he is an interested party in West Central Interpreting Service and would abstain.

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 22 businesses on the attached list for a total grant award of \$208,500. MOTION CARRIED with Les Nelson abstaining as to West

Central Interpreting Service and Jeff Welker abstaining as to Baker Printing, Frieda's Café, Glacial Ridge, Inc., Spurs Corporation and West Central Trophies.

The committee reviewed the list of grant applications by three nonprofit organizations, Bargains & Blessings, United Way of West Central Minnesota and the Kandiyohi County Area Family YMCA. The majority of the loss for the YMCA was due to loss of memberships and providing meals during the pandemic. The United Way has provided an active response to the pandemic.

IT WAS MOVED BY Jeff Welker, SECONDED BY Les Nelson, to approve the recommendation of the EDC staff to provide a grant award to Bargains & Blessings of \$25,000; United Way of West Central Minnesota of \$42,000 and to the Kandiyohi County Area Family YMCA of \$47,500.
MOTION CARRIED.

A report on the use of funds must be provided to the EDC within 60 days after disbursement of the funds.

It was requested that the list of recommendations be provided to the committee prior to the meeting so the committee can review the list and be ready with any questions they may have.

NEXT MEETING—The next regular committee meeting is **12 noon, Tuesday, August 11, 2020** via teleconference.

ADJOURNMENT—There being no other business, the meeting was adjourned at approximately 11:31 a.m.

CPR Nonprofit Applications for EDC Finance Committee Review

August 4, 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	28-Jul	Bargains & Blessings	Theresa Brown	Willmar		Thrift Store/ Employment Srv.	10	31%	C	I, R, P, U	\$5,000	\$5,000	\$2,500	\$12,500	\$0	\$25,000
2	29-Jul	United Way of W. Central MN	Kevin Dietrich	Willmar		Charitable Entity	3	57%	L, R	I, P, N, R, U	\$2,000	\$7,500	\$7,500	\$10,000	\$15,000	\$42,000
3	30-Jul	Kandiyohi Co. Family YMCA	Jennifer Holweger	Willmar		Christian Youth Development	54	54%	L, R	S, N	\$7,500	\$5,000	\$7,500	\$12,500	\$15,000	\$47,500
							67	47%			\$14,500	\$17,500	\$17,500	\$35,000	\$30,000	\$114,500
							Total FTEs	Avg. 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