

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

**FINANCE COMMITTEE**

**SPECIAL MEETING MINUTES**

**October 27, 2020**

**Via Teleconference**

Present: Matt Behm, Kerry Johnson, Travis Jones, Les Nelson and Randy Zinda

Excused: Nick Dalton and Justin Schnichels

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

Guest: Jean Spaulding, Kandiyohi County CARES Coordinator

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

Chairperson Matt Behm called the meeting to order at approximately 11:01 a.m.

**NEW BUSINESS—**

**CARES Pandemic Relief (CPR) Grant Program.** Aaron Backman reported as of this morning 289 grant applications have been received from 245 businesses and 44 nonprofits. The deadline for nonprofit applications was last Friday so no additional nonprofit applications will be considered. To date, 33 nonprofit grants have been approved and paid; 4 nonprofit grants were approved last week and need to be approved by the County Board; 3 will be considered today and 5 were deemed ineligible. Backman noted that with today's applications, businesses from 17 out of 24 townships have applied.

The committee reviewed a list of 12 small business CPR grant applicants with EDC staff's recommendation as to a grant award (list attached to original Minutes only due to the Data Privacy Act). The average loss for these businesses is 73% and average years in business is almost 12 years. Following discussion,

IT WAS MOVED BY Les Nelson, SECONDED BY Travis Jones, to approve the recommendation of the EDC staff to award CARES Pandemic Relief Grants to 12 businesses on the list provided for a total grant award of \$123,000. MOTION CARRIED.

The committee reviewed three nonprofit CPR grant applications with EDC staff's recommendation as to a grant award (see attached). Following discussion of the applications,

IT WAS MOVED BY Randy Zinda, SECONDED BY Les Nelson, to approve the recommendation of the EDC staff to award CARES Pandemic Relief Grants to Comunidades Latinas Unidas En Servicio (CLUES) in the amount of \$29,500, Greater Minnesota Family Services in the

amount of \$25,000 and to Willmar Aquatic Racing Stingrays in the amount of \$23,000 for a total grant award of \$77,500. MOTION CARRIED.

[Kerry Johnson was excused from the meeting.]

Jean Spaulding informed the committee the EDC's funds do not cover all of the CPR grants approved today. She will be asking the county to provide additional funds to cover the shortfall for the grants approved today.

Backman reported the deadline for business applications is October 29 at 5:00 p.m. At present, there are seven applications to be reviewed at the next meeting. Committee members were polled as to a meeting date to review final grant applications:

Friday, October 30, at 11:00 will work for Nick Dalton, Johnson, Nelson and Zinda

Monday, November 2, at 11:00 will work for Behm, Dalton, Jones and Nelson

Schmoll will check with Justin Schnichels as to which date works for him.

Backman indicated that after the last applications are reviewed and approved, staff will begin to focus on requesting and reviewing the Use of Grant Funds Reports and following up with reminders to submit the reports for those that have not responded. Backman noted 1099s may need to be issued for the business grant recipients at year end.

**Immigrant Business Disaster Relief Grant Program.** Backman and Schmoll presented three businesses that have applied for grants under the Immigrant Business Disaster Relief Grant Program (see attached). Backman believe Southwest Initiative Foundation will agree to extend the program beyond October 15<sup>th</sup>.

IT WAS MOVED BY Les Nelson, SECONDED BY Randy Zinda, to approve the recommendation of the EDC staff to award grants under the Immigrant Business Relief Grant Program to the following: M & F Transport, Inc. in the amount of \$750, Tawakal Fashion Store in the amount of \$750 and Ales Transportation in the amount of \$750. MOTION CARRIED.

**Other.** Backman informed the committee that the Joint Powers Board approved extending the COVID-19 Business Assistance Loan program to the end of November.

**NEXT MEETING**—The date of the next special committee meeting is to be determined.

**ADJOURNMENT**—There being no other business, the meeting was adjourned at approximately 11:30 a.m.

**CPR Nonprofit Applications for EDC Review**  
**October 27, 2020**

Date Received	Nonprofit	Contact	City	Township	Service Type	# FTE	Loss %	Impact on NP	Use of Funds	No. of Employees	% of Loss Award	No. Served Award	Mission Award	COVID-19 Award	Total Award
1	20-Oct CLUES Greater Minnesota Family Services	Jennifer Mendoza	Willmar		Social/Economic Equity	2	12%	Rapid Response Program	Purchase computers	\$2,000	\$0	\$2,500	\$12,500	\$12,500	\$29,500
2	21-Oct	George Dubie	Willmar		Family Assistance/ Mental Health	25	13%	R, L	Payroll	\$7,500	\$0	\$7,500	\$8,500	\$1,500	\$25,000
3	23-Oct	Jennifer Lindquist & Chris Yoose	Willmar		Swimming skills for all ages	1	49%	R, L	I, P, R, S	\$2,000	\$6,000	\$2,500	\$5,000	\$7,500	\$23,000
					TOTALS	28	25% Avg. Loss			\$11,500	\$6,000	\$12,500	\$26,000	\$21,500	\$77,500
						9									
						Avg. FTEs									

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

Immigrant Business Disaster Relief Grant Program Applications for EDC Financed Committee Review  
October 27, 2020

Date	Immigrant Owned Business	Contact	City	Business Type	Immigrant owned	Years in Business	# Impacted	Tax Returns/ Balance Sheets	Impact on Business	Purpose of funds	EDC Staff Recommendation
1 21-Oct	M&F Transport, Inc.	Mukhtar Abdi	Willmar	Trucking/Logistics	Yes	1 yr. 6 mos.	1	Yes	No loads to haul due to Covid-19	Rent	Yes, \$750
2 23-Oct	Tawakal Fashion Store	Kheira Barkale	Willmar	Clothing Store	Yes	4 yr. 5 mos.	2	Yes	Closed/reduced business, Loss of revenue	Rent	Yes, \$750
3 25-Oct	Aless Transportation	Abdirahin Hussen	Willmar	Trucking/Logistics	Yes	3 yr.	1	Yes	Reduced business and loss of revenue	Insurance and utilities	yes, \$750
										<b>Total</b>	<b>\$2,250</b>