

COMMISSION SPECIAL MEETING MINUTES

THURSDAY, MAY 14th, 2020

5:30 PM

The Board of Commissioners met in Special Session at 5:30 p.m.. Mark Hall was in the Commission Room. The meeting was held via Zoom due to the COVID-19 situation. The meeting was called to order by Mayor Bauer

Present:

COMMISSIONER PAUL BAUER
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK
COMMISSIONER TRACY MAXSON
COMMISSIONER JUSTIN DOANE

City Staff in attendance:

CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
IT DIRECTOR CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
DIRECTOR OF PUBLIC WORKS CHUCK SHIVELY

A. CALL TO ORDER – Mayor Paul Bauer

B. ROLL CALL – All Present

C. NEW BUSINESS

1. Resolution R-20-34 to certify legal authority and authorization to apply for the CDBG-CV Program from the State of Kansas Department of Commerce.
2. Resolution R-20-35 to execute an agreement for Administrative Consulting Services with Southeast Kansas Regional Planning Commission for the CDBG-CV Program. Director of Finance Stephanie Richardson will address both Resolutions with the same staff report. She stated that the Kansas Department of Commerce has recently received federal funding that they are allowing grant opportunities to City's and County's for funding to help with the COVID Pandemic. There are two sources available – the first is economic development to help retain jobs for low to moderate income employees. These are grants that can be issued to local businesses and can be used to pay for working capital, wages, utilities, rent, and inventory. The max amount the City can apply for is \$300,000. It is broken down between two different types – a micro loan and a regular loan. The micro is for employers with 1-5 employees and the regular would be from 5-50 employees. The second source is for meal programs that would supplement programs that provide nutritious foods during the COVID crisis. It can go to replenish local food banks or to support organizations that provide meals for those impacted by the loss of meal programs. The maximum amount is \$100,000 for that. There are limits based on how the City would set up their programs. The micro would be \$30,000, the regular would be \$50,000 and is that the City's discretion on how it would be set up on and how funds are awarded. The Department of Commerce is awarding this on a first come first served basis. Coffeyville is submitting a request for the maximum amounts and there is no City money required for matching. They do require adoption of several resolutions and related documents. Also as part of this there is a resolution included for Administrative Consulting Services with Southeast Kansas Regional Planning Commission. That is who would administer these funds. A Public Hearing also

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needs to be held and published in the paper. That will run in the Coffeyville Journal this Saturday and the Public Hearing will be held on Friday, May 22nd at 8:30 am in the City Hall Commission room. Once those steps are taken then the application to the State can be submitted. Commissioner York asked if 50 employees was the limit, Mrs. Richardson confirmed it was. Mayor Bauer asked if these were loans or grants, it was answered that they are grants. Once the funds are awarded to the City then they go through the process of who it is awarded to. Then as those companies spend the money, they would submit the invoices to the City, the City would submit them to the State and then the funds would be released for distribution.

Commissioner York asked if the plan was already in place and what the process will be. Mrs. Richardson replied that process is being worked on right now and will be shared with the Commission. Director of Public Works Chuck Shively commented that what he has heard is that City's have been planning to set up advisory boards to help with the process.

MOTION: Move to approve Resolution R-20-34 and Resolution R-20-35 as presented.

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL: ALL AYE

D. ADJOURN

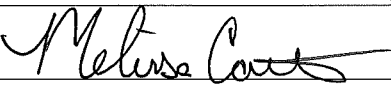
MOTION: Move to Adjourn

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL: ALL AYE

Time the meeting was adjourned: 5:42 pm

Date the minutes were approved:

5/26/2020



Melissa Carter, City Clerk

