

COMMISSION SPECIAL MEETING MINUTES
FRIDAY, MAY 22nd, 2020 8:30 AM

The Board of Commissioners met in Special Session at 8:30 am.. 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. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
 - 1. Public Hearing for the CDBG-CV Program from the State of Kansas Department of Commerce.
Director of Finance Stephanie Richardson reviewed the program. The Kansas Department of Commerce has received federal funds to go out to communities to help with the COVID pandemic in the form of community development block grants. These are grants and not loans. There are two areas that we can apply for. The first is economic development and that is for the retention of jobs for low to moderate income employees. Those monies can be used for working capital such as wages, utilities, rent, purchasing 60 days of inventory – those types of things. The second program is a meal program that is intended to provide funding for supplementing programs that provide access to nutritious foods throughout this pandemic. This is on a first come first serve basis with the state. Once the Public Hearing is held and everything is approved, we can submit our application to the state and get in line. The City is applying for the maximum funding limit which is \$300,000 for the economic development and \$100,000 for the meal program. As far as what the program will look like for the City, we will set those parameters once awarded the funds from the State. We intend for it to benefit as many local shops and businesses as possible. We anticipate to assist about 30 local businesses with a 51% LMI requirement and that would be based on their employment levels. Dividing them into the groups for micro level – 1 to 5 employees and then into regular grants to start taking applications from our local businesses. It is proposed to award \$2,000 per job that is being retained. The maximum amount per business would be \$10,000 that would allow us to assist approximately 30 businesses. This would be on a first come first served basis and those applications would be brought to the City Clerk's office so they can be numbered as they come in the door. A group review of the qualification process would be conducted by the Montgomery

SPECIAL COMMISSION MEETING MINUTES
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2

County Action Council to verify LMI qualifications. Final approval and actual awards will be made by the Coffeyville City Commission. As far as the meal program, we would silicate applications from non-profit groups, all applications would be reviewed, and then be awarded on the past meals and projected meals they anticipate to serve. Again, it is required to hold a Public Hearing to take in any comments or concerns from the public. Once that is completed, the application will be sent to the State. Mayor Bauer then opened it up to Public Hearing. City Manager Mark Hall was in the Commission Room and he stated that Mr. Bryce was present but he was just here to view the session.

MOTION: Move to continue the process of applying for the CDBG-CV Program funding with the Kansas Department of Commerce and to authorize the execution of an agreement for Administrative Consulting Services with the Southeast Kansas Regional Planning Commission for purposes of assisting the City with administration of the CDBG-CV grant if the application is successful.

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: 8:42 am

Date the minutes were approved:

5/26/2008

Melissa Carter
Melissa Carter, City Clerk

