



MINUTES
COVID-19 EMERGENCY SMALL BUSINESS LOAN FUND COMMITTEE MEETING
THURSDAY, AUGUST 19, 2021 – 8:00 A.M.
Meeting was teleconferenced using Zoom

The meeting of the COVID-19 Emergency Small Business Loan Fund Committee was called to order at 8:00 a.m. on Thursday, August 19, 2021. Chair Podzilni presided. Additional members present: Supervisor Wayne Gustina and Citizens Jim Fisher, Scott Shadel and Denise Webb. QUORUM PRESENT.

Members Excused: Supervisor Beaver and Supervisor Richard

Others Present: Supervisor Wes Davis and Supervisor Genia Stevens

Rock County Staff Present: Andrew Baker (Planning Director) and James Otterstein (Economic Development Manager).

1. Call To Order. 8:00 am

2. **Adoption of Agenda**

Moved by Gustina to Adopt, Seconded by Webb.

Adopted (5-0)

3. **Adoption of December 15, 2020 Meeting Minutes**

Moved by Webb to Approve, Seconded by Shadel.

Approved (5-0)

4. Citizen Participation, Communications and Announcements

None

5. Information Item: COVID-19 Small Business Loan Fund (SBLF) Overview

Rock County Economic Development Manager James Otterstein provided an overview; and updated the Committee regarding the County Board's recent approval to develop an ARPA funded COVID-19 Small Business & Non-Profit Grant program. Since this new grant program is intended to have streamlined processes, this Committee will not be engaged in the program's review and approval process.

Grant applicants, particularly those not eligible for that funding, will be encouraged to apply to the County's SBLF.

6. **Action Item:** Review and Approve, Approve with Conditions or Deny SBLF Application 2021_01.

An overview of the application was provided by Mr. Otterstein. The loan would be used for marketing, staffing and operational expenses for a business in Janesville. Staff is recommending approval up to \$20,000 – pending the applicant can provide sufficient collateral to cover the amount of the loan, with terms of 2% a 48-month repayment schedule. In addition, the applicant will be required to participate with and/or receive some TBD small business assistance. The applicant will be eligible for the (new) ARPA grant fund, as well.

7. **Executive Session.** Supervisor Gustina moved to go into Executive Session; seconded by Ms. Webb. In Executive Session. Chair Podzilni moved to return to open session; seconded by Mr. Fischer. Motions carried unanimously.
8. **Return to Open Session.** Ms. Webb made a motion to approve the loan, as recommended by staff; seconded by Supervisor Gustina. Motion carried unanimously.
9. **Future LFC Meeting Dates.** Future dates will be subject to the call; and determined by application activity.
10. **Adjournment.** Moved by Gustina, seconded by Webb. Motion carried; adjournment at 8:20 AM.

Respectfully Submitted – Andrew Baker, Acting Secretary

These minutes are not official until approved by Committee.