

**ROCK COUNTY  
COVID-19 EMERGENCY SMALL BUSINESS LOAN FUND COMMITTEE MEETING  
TUESDAY, JUNE 30, 2020 – 9:00 A.M.  
REMOTE ACCESS  
CALL 1-312-626-6799  
MEETING ID 875 0899 2945  
PASSWORD 389885**

Join Zoom Meeting

<https://us02web.zoom.us/j/87508992945?pwd=ZmdEdmpQSIUyNkZDMURpVFIDd2ZxUT09>

Meeting ID: 875 0899 2945

Password: 389885

One tap mobile

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Join by Skype for Business

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If you are interested in providing public comments on items on this agenda, you must submit your comments by 5:00 PM on Monday, June 29, 2020. To submit a public comment use the following email: [planning@co.rock.wi.us](mailto:planning@co.rock.wi.us).

#### Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Please identify yourself by name
- Please mute your phone when you are not speaking to minimize background noises
- We are new at holding meetings this way, so please be patient



**COVID-19 EMERGENCY SMALL BUSINESS LOAN FUND COMMITTEE MEETING  
TUESDAY, JUNE 30, 2020 – 9:00 A.M.  
ROCK COUNTY COURTHOUSE CONFERENCE CENTER – 2<sup>ND</sup> FLOOR RM 250  
JANESVILLE, WI**

**Agenda**

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes from the SBLF Loan Fund Committee Meeting, held Tuesday, May 19, 2020, at 9 AM
4. Citizen Participation, Communications and Announcements
5. Information Item: COVID-19 Small Business Loan Fund (SBLF) Overview
6. **Action Item:** Review and Approve, Approve with Conditions or Deny SBLF Applications:
  - A. Loan 2020\_19
  - B. Loan 2020\_20
  - C. Loan 2020\_21
7. **Executive Session:** Per Wisconsin State Statutes 19.85(1)(e) - Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
8. Return to Open Sessions: Review and Approve, Approve with Conditions or Deny SBLF Applications discussed in closed session.
9. Future LFC Meeting Dates
10. Adjournment

**The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.**



**MINUTES**  
**COVID-19 EMERGENCY SMALL BUSINESS LOAN FUND COMMITTEE MEETING**  
**TUESDAY, MAY 19, 2020 – 9:00 A.M.**  
**Meeting was teleconferenced using Zoom**

The meeting of the COVID-19 Emergency Small Business Loan Fund Committee was called to order at 9:05 a.m. on Tuesday, May 19, 2020. Chair Podzilni presided. Members present: Supervisors Wayne Gustina (Remotely), Mary Beaver, Rick Richard and Citizens Denise Webb, Jim Fisher (Remotely) and Scott Shadel. QUORUM PRESENT.

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

1. Call To Order. 9:05 am
2. Adoption of Agenda  
  
Moved by Richard to Adopt, Seconded by Beaver.  
  
Adopted (7-0)
3. Adoption of May 5, 2020 Meeting Minutes  
  
Moved by Webb to Approve, Second by Richard
4. Citizen Participation, Communications and Announcements  
  
None
5. Information Item: COVID-19 Small Business Loan Fund (SBLF) Update

Rock County Economic Development Manager James Otterstein informed the Committee that Applicant traffic has slowed. From a cursory view, this shift has been driven by the portfolio of SBA recovery funding that is currently available – as well as applicant capacity challenges. As a result, Staff has ramped up its efforts to help Applicants bridge the COVID-19 information and application gaps. Mr. Otterstein also mentioned there had been follow-up communications with the 15 Applicants from the May 5<sup>th</sup> Loan Fund Committee meeting. In particular, there were references to exchanges between three out of the seven Applicants that were not approved for funding.

Committee Member Fisher asked Mr. Otterstein about the current status of the loan documents for those approved for funding from the May 5<sup>th</sup> meeting. Mr. Otterstein indicated the contract for the Third Party ACH platform was currently under review; and that Corporation Counsel was working on finishing-up its drafts of the loan documents.

6. **Action Item:** Review and Approve, Approve with Conditions or Deny SBLF Applications:

**A. Loan 2020\_16**

Moved by Richard to Approve, Seconded by Webb

**Application Approved (7-0)**

**B. Loan 2020\_17**

Moved by Webb to Approve, Seconded by Shadel

**Application Approved (7-0)**

**C. Loan 2020\_18**

Moved by Webb to Approve, Seconded by Richard to include with Staff recommendations a Condition that the Loan may increase to \$20,000 if the Applicant does not receive any SBA Paycheck Program Protection funding.

**Application Approved (7-0)**

7. **Next SBLF Meeting Date: June 2, 9:00 AM**

8. **Adjournment**

Moved by Shadel, Seconded Beaver.

**Adopted (7-0) 10:00 AM**

Respectfully Submitted – Colin M. Byrnes, Acting Secretary

These minutes are not official until approved by Committee.

**Future Meetings/Work Sessions**

June 2, 2020 (9:00 AM)