

KASSON ECONOMIC DEVELOPMENT AUTHORITY

Kasson City Hall
Tuesday, May 5th, 2020
12:00 PM

I. Call Meeting to Order

II. Approve Minutes of the Previous Meeting..... 1

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IV. Short-Term Business Interruption Loan Program

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VII. Other Business

a. EDA Board Seat Memo 41

VIII. Items for June EDA Meeting

IX. Adjourn

Next meeting will be held on Tuesday June 2nd, 2020

KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, March 3rd, 2020

12:30PM

DRAFT MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at City Hall this 3rd day of March 2020 at 12:30PM.

The following board members were present: Dan Egger, Chris McKern, Liza Larsen, Janice Borgstrom-Durst, Michael Peterson, and Tom Monson.

Absent: None.

The following staff members were present: Timothy Ibisch - City Administrator, Nicholas Ouellette - EDA Staff.

- I. Call Meeting to Order. Egger called the meeting to order at 12:30PM.
- II. Approve Minutes of the Previous Meeting. Larsen motioned to approve the minutes of the previous meeting as submitted. Borgstrom-Durst seconded.

Ayes (5), Nays (0). Motion carried.

Ouellette interjected to notify the Board a third application for the EDA Board seat had been received after the deadline. Ouellette inquired whether the Board would like to consider the late application. Board members discussed whether to accept the late application for review and decided to receive the application for review.

- III. Tax Abatement Agreement - Elite Marketing & Investments, LLC. Egger opened the public hearing comment period for this agenda item. No public comment was heard and Egger closed the public hearing. Ouellette informed the Board that he, City Administrator Ibisch, and Joe Lonzo had worked to create a Tax Abatement Agreement with stipulations that all parties found acceptable. McKern motioned to approve the Tax Abatement Agreement with Elite Marketing & Investments, LLC. Peterson seconded.

Ayes (6), Nays (0). Motion carried.

- IV. EDA Policy & Procedures 2020. Egger opened the public hearing comment period for this agenda item. No public comment was heard and Egger closed the public hearing. Ouellette informed the Board the EDA Board seat requirements had been added to the manual. Borgstrom-Durst inquired about the length of term for Board members. Egger noted the term length was six years. Monson motioned to make a recommendation to City Council to approve the amended EDA Policy & Procedures Manual. Borgstrom-Durst seconded.

Ayes (6), Nays (0). Motion carried.

- V. EDA Board Seat. Ouellette noted the Board had received three applications for review. Ouellette requested the Board review the applications and make a recommendation to the Mayor to appoint their preferred candidate to the open EDA Board seat. Monson noted he would abstain from the selection process as had open and active business with at least two of the applicants. The Board discussed Matt Nelson's tenure on the City Council and as Mayor in previous years. McKern, as Mayor, recused himself from the selection process as well. The Board decided to write their first preference on paper for City Administrator Ibisch to tally. Ibisch informed the Board the votes were 3-1 in favor of Matt Nelson. Egglar requested McKern take the Board's nomination to City Council for approval.
- VI. Business Façade Improvement Program. Ouellette noted there were two items for the Board to discuss. Ouellette discussed the request for reimbursement he had received from Erdman's County Market for their canopy replacement project; the request was to be reimbursed for \$2,000 from the EDA. Following review of the completed project and invoices, Ouellette requested the Board approve the reimbursement. Egglar motioned to approve the \$2,000 reimbursement to Erdman's County Market. Borgstrom-Durst seconded.

Ayes (6), Nays (0). Motion carried.

Discussion moved towards the proposed 2020 Business Façade Improvement Program. Ouellette noted his request the program be funded with \$10,000 based on the sum of approved reimbursements from the 2019 program. Ouellette noted this would allow flexibility with the remaining \$10,000 budgeted for commercial programs which could be allocated to the business façade improvement program if needed. Borgstrom-Durst asked what the remaining \$10,000 could be allocated towards. Ouellette noted it could be the façade program, revolving loan fund program, or another program the EDA decides to undertake. Monson motioned to allocate \$10,000 towards the 2020 Business Façade Improvement Program. Larsen seconded.

Ayes (6), Nays (0). Motion carried

- VII. Strategic Planning Discussion. Ouellette requested the Board hold a discussion on strategic planning priorities. Ouellette noted his plan is to request Board members rank their top 5 priorities for the EDA to guide further discussion and ultimately outline 1-year, 2-year, and 5-year priorities for the EDA. Egglar discussed housing of all types as an important factor to consider, including business retention and attraction. Ibisch discussed the regional study's and reports which were included to provide context for economic development issues in Kasson. Peterson discussed his experience where half of Kasson residents desire the small-town feel, and the other half of residents desire to have everything Rochester has. Peterson emphasized the importance of managing growth while maintaining the small-town feel. Peterson described residents who desire more amenities, like Rochester, are new those who have come to town for the City's excellent schools. Borgstrom-Durst suggested creating a list of available amenities in Kasson and compare it to those available in Rochester. Ibisch expanded on Borgstrom-Durst's point suggesting a

SWOT analysis could be done for Kasson. McKern mentioned a retail study had been completed for Kasson a few years prior. McKern also stressed the need for growth to increase the tax base to support infrastructure upgrades which enables further growth. Ibisch brought up the City owned land to the south, where if the EDA identified certain businesses the City needs, they could use the land for a business park in an effort to attract those businesses and the land could be used as leverage for State programs to enable development to attract businesses or develop housing units. Monson discussed encouraging growth in a smart manner while maintain the characteristics that define Kasson as a small-town community. McKern stressed the most important question to answer is what the role of the EDA is in addressing the priorities the Board decides on. Monson stressed the importance of not making plans for the future beyond what can be predicted, where future development occurs might not always be where development was initially intended to happen. Borgstrom-Durst brought up the notion of advertising available resources to bring businesses and residents to Kasson, asking how we make people aware of what incentives the EDA has to offer. To wrap up discussion, Ouellette told the Board he would send out an email requesting them to rank their top 5 priorities and he will attach relevant plans and the minutes of this meeting.

Ibisch described Blue Earth's Dumpster Program as a mechanism to help fund the EDA. Ibisch noted the program provided residents low cost access to a dumpster for one week of the year to clean up properties, encourage renovations, and ultimately create an alternate revenue stream for the EDA.

- VIII. Invoices for Public Hearing. Ouellette requested the EDA Board approve reimbursement for public hearing notices to the Dodge County Independent. Peterson motioned to approve the reimbursement. Larsen seconded.

Ayes (6), Nays (0). Motion carried.

- IX. Coordinators Report. Ouellette discussed touring a local commercial property, meeting with Joe Lonzo regarding the Tax Abatement, Brandon Theobald to review the City's Local Trail Connections Grant application, Scott Stroh to share information on the Revolving Loan Fund, and meeting with Jamie Schwickerath regarding Future Forward. Ouellette discussed Adalberto Guzman receiving approval for revolving loan gap financing from the Dodge County EDA; this means Adalberto has begun the process to open his Chuy's Bakery business on Main Street in Kasson. Ouellette also noted a letter of support he drafted on behalf of the EDA for the Kasson-Mantorville School's application to bring industrial tech courses to their middle school.

- X. Other Business. None.

- XI. Items for the April EDA Meeting. Strategic Planning and welcoming the new Board member.

XII. Adjourn. Peterson motioned to adjourn the meeting. Borgstrom-Durst seconded.

Ayes (6), Nays (0). Motion carried and meeting adjourned.

The next meeting will be held at 12:00PM on April 7th, 2020.

Minutes Submitted by: _____
Nicholas Ouellette, EDA Coordinator

Dan Egger, EDA President

DRAFT

EDA Loans

Loan Name	Origination Date	Original Amount	Interest Rate	Monthly Payment	Term/ Due Date	12.31.19 Balance	Prin Recvd YTD	3.31.20 Balance
Klampe	3/1/2005	\$ 8,293	2.0%	53.37	15 years 2/1/2020	106	106	0
L & A(Main Street Fitness)	4/29/2009	\$ 75,000	3.0%	415.95	20 years 4/29/2029	40,589	946	39,643
Dollar Video	8/1/2009	\$ 50,000	3.0%	345.29	14 years 9/1/2024	18,023	903	17,120
Gibbs	10/14/2015	\$ 80,000	3.0%	772.49	10 years 1/1/2026	52,128	1,931	50,197
Millwork	7/1/2016	\$ 90,000	3.0%	499.14	20 years 6/1/2036	77,876	916	76,960
Whitmarsh	6/28/2018	\$ 5,000	4.75%	90	5 years 7/1/2023	3,768	226	3,542

225 EDA FED MIF

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
<hr/>						
Revenue						
Community/Economic Development						
3621 INTEREST EARNED	349.99		1,445.99		0.00	1,445.99
Total Department	349.99		1,445.99			1,445.99
Total Revenue	349.99	100.00	1,445.99	100.00	0.00	1,445.99
Net Income(Loss)	349.99		1,445.99			

04/14/20
14:31:47

CITY OF KASSON
Income Statement by Department
For the Accounting Period: 3 / 20

Page: 1 of 1
Report ID: L140

226 EDA RLF

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
<hr/>						
Revenue						
Community/Economic Development						
3921 TRANSFER FROM OTHER FUNDS	60,000.00		60,000.00		0.00	60,000.00
Total Department	60,000.00		60,000.00			60,000.00
Total Revenue	60,000.00	100.00	60,000.00	100.00	0.00	60,000.00
Net Income (Loss)	60,000.00		60,000.00			

290 Economic Development

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Community/Economic Development						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		90,533.00	-90,533.00
3621 INTEREST EARNED	0.00		0.00		2,000.00	-2,000.00
Total Department					92,533.00	-92,533.00
Total Revenue	0.00	100.00	0.00	100.00	92,533.00	-92,533.00
Expenses						
Community/Economic Development						
Community/Economic Development						
101 FULL-TIME EMPLOYEES - REGULAR	918.40	67.21	2,066.40	12.70	11,700.00	9,633.60
121 EMPLOYER PERA CONTRIBUTIONS	68.88	5.04	154.97	0.95	878.00	723.03
122 EMPLOYER FICA CONTRIBUTIONS	56.58	4.14	127.76	0.79	725.00	597.24
123 EMPLOYER MEDICARE CONTRIBUTION	13.23	0.97	29.88	0.18	170.00	140.12
130 EMPLOYER PAID INSURANCE	78.21	5.72	90.71	0.56	2,000.00	1,909.29
150 WORKER'S COMPENSATION	0.00		75.00	0.46	100.00	25.00
210 OPERATING SUPPLIES	0.00		93.66	0.58	400.00	306.34
303 ENGINEERING FEES	0.00		0.00		3,000.00	3,000.00
304 LEGAL FEES	0.00		0.00		4,000.00	4,000.00
321 TELEPHONE	0.00		43.86	0.27	500.00	456.14
325 COMMUNICATION-OTHER	15.00	1.10	146.67	0.90	200.00	53.33
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		396.00	2.43	500.00	104.00
360 INSURANCE	194.14	14.21	194.14	1.19	360.00	165.86
414 COMMERCIAL PROGRAMS	0.00		0.00		20,000.00	20,000.00
430 OTHER SERVICE/CHARGES-MISC.	21.93	1.60	1,654.43	10.17	4,500.00	2,845.57
440 PROFESSIONAL SERVICES	0.00		285.00	1.75	500.00	215.00
444 OTHER CONTRACTUAL SERVICES	0.00		10,907.00	67.06	42,500.00	31,593.00
Account Total	1,366.37	100.00	16,265.48	100.00	92,533.00	76,267.52
Total Department	1,366.37	100.00	16,265.48	100.00	92,533.00	76,267.52
Total Expenses	1,366.37	100.00	16,265.48	100.00	92,533.00	76,267.52
Net Income(Loss)	-1,366.37-100.00		-16,265.48-100.00			

225 EDA FED MIF

Assets

Current Assets

CASH-OPERATING	24,060.23	
MONEY MARKET-SMITH BARNEY	1,104.83	
LOAN PRIN REC-WHITMARSH	3,541.73	
LOAN PRIN REC- 1760 MILLWORK	76,960.28	
LOAN PRIN REC-GIBBS	50,197.03	
LOAN PRIN REC- L & A (MAIN STREET FITNESS)	39,642.51	
LOAN PRIN REC- DOLLAR VIDEO	17,119.89	
SPECIAL ASSESSMENTS--DEFERRED	11,708.17	

Total Current Assets		224,334.67

Total Assets		224,334.67

Liabilities and Equity

Current Liabilities

Deferred Revenue Assessments	11,708.69	

Total Current Liabilities		11,708.69

Total Liabilities		11,708.69

Equity

UNRESERVED FUND BALANCE	211,179.99	
CURRENT YEAR INCOME/(LOSS)	1,445.99	

Total Equity		212,625.98

Total Liabilities & Equity		224,334.67

226 EDA RLF

Assets

Current Assets

CASH-OPERATING 60,000.00

Total Current Assets 60,000.00

Total Assets 60,000.00

Liabilities and Equity

Total Liabilities

Equity

CURRENT YEAR INCOME/(LOSS) 60,000.00

Total Equity 60,000.00

Total Liabilities & Equity 60,000.00

290 Economic Development

Assets

Current Assets

CASH-OPERATING	53,357.96
DUE FROM OTHER FUNDS	82,677.89
PREPAID ITEMS	30.00

Total Current Assets 136,065.85

Total Assets 136,065.85

Liabilities and Equity

Current Liabilities

ACCRUED WAGE/SALARY PAYABLE	0.31
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Total Current Liabilities 0.31

Total Liabilities 0.31

Equity

UNRESERVED FUND BALANCE	152,331.02
CURRENT YEAR INCOME/(LOSS)	(16,265.48)

Total Equity 136,065.54

Total Liabilities & Equity 136,065.85



MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette, EDA Staff

Date: April 30th, 2020

Re: Short-Term Business Interruption Loan Program

City Council established the Short-Term Business Interruption Loan (STBIL) Program to provide cash-flow assistance to businesses awaiting relief funds from State and Federal relief programs such as SBA's Paycheck Protection Program, Economic Injury Disaster Loan Program, or DEED's Small Business Emergency Loan Program. The EDA has received two applications for the Short-Term Business Interruption Loan Program, with one application ready for approval from the EDA Board.

Gadient Hospitality Group, Inc.

- Loan Request - \$5,000

Gadient Hospitality Group submitted a STBIL application requesting a loan of \$5,000 to assist with vendor payments. Gadient Hospitality Group, Inc. has applied for assistance through the SBA Paycheck Protection Program. The STBIL Loan Review Committee has reviewed their February Profit/Loss Report, & Credit Score and has recommend the EDA Board approve the loan request. Included in this Packet are the following loan documents:

- STBIL Application
 - Security Agreement
 - Promissory Note
 - UCC Financing Statement
-

Daisy Mae Consignment

- Loan Request - \$5,000
- Recommended Loan Amount - \$2,400

Daisy Mae Consignment submitted a STBIL application requesting a loan of \$5,000 to assist with rent and other fixed costs. Daisy Mae Consignment has applied for assistance through the

SBA Economic Injury Disaster Loan Program. The STBIL Loan Review Committee has reviewed their March Profit/Loss Report, & Credit Score and has recommend the EDA Board approve the loan request for an amount of \$2,400. Included in this Packet are the following loan documents:

- STBIL Application
- Security Agreement
- Promissory Note
- UCC Financing Statement

Action Requested:

It is requested the EDA Board approved the Short-Term Business Interruption Loan request from Daisy Mae Consignment for \$2,400.

Future Loan Processing

In order to efficiently process STBIL applications as we receive them, it is recommended the EDA Board delegate loan approval powers to the STBIL Loan Review Committee. This will enable the Loan Review Committee to process and approve STBIL applications and provide requested funds to businesses in an effective, timely manner. Approved loans will be presented to the EDA Board at each monthly meeting.

Action Requested:

It is requested the EDA Board delegate the power to approve loans through the Short-Term Business Interruption Loan Program.

SHORT-TERM BUSINESS INTERRUPTION LOAN PROGRAM

APPLICATION

City of Kasson Economic Development Authority

Please review the Short-Term Business Interruption Loan (STBIL) Program Guidelines & Policies before filling and submitting this application.

Business Legal Name	Gradient Hospitality Group, Inc.		
Business Contact Name/Title	Danielle Schmitz / President		
Phone:	507 634 7775	Alt. Phone:	507 396 6285
Email:	danielleaschmitz@gmail.com		
Street Address:	504 S. Mantonville Ave		
City:	KASSON	Zip Code:	55944
Mailing Address (if different):			
Years in Operation in Kasson:	43	Business Structure:	Restaurant
Full-Time Employees:	5	Part-Time Employees:	27

Relief/Assistance Program Applied To (SBA/DEED/etc):	PPP	Date Applied:	4/13/20
Briefly Describe Impact of COVID-19 on Business:	forced closure 3/17/20. Not able to receive support take-out business only.		

Business Fixed Costs for February:	\$46,434.13
Loan Amount Requested (up to \$5,000):	\$ 5,000.00
Purpose for STBIL Funds:	pay vendors money due.
Collateral Coverage:	
Additional Notes:	

REQUIRED ATTACHMENTS:

1. Copy of Primary Relief/Assistance Program Application (SBA, DEED, etc.)
2. Copy of February Fixed Costs (Utility Bills, Payroll Spreadsheets, etc.)

By signing, I certify the information on and attached to this application is true.

Name of Applicant: Danielle Schmitz Title: President
 Signature: [Handwritten Signature] Date: 4/17/2020

Please submit your application to Kasson City Hall (401 5th Street SE)
 or nicholas.ouellette@cedausa.com

SECURITY AGREEMENT
Kasson Economic Development Authority

Date: 4/27/2020

DEBTOR	Gadient Hospitality Group, Ltd.	SECURED PARTY	Kasson Economic Development Authority
BUSINESS OR RESIDENCE ADDRESS	504 S. Mantorville Ave	ADDRESS	401 5 th Street SE
CITY, STATE, & ZIP CODE	Kasson, MN 55944	CITY, STATE, & ZIP CODE	Kasson, MN 55944

1. **Security Interest and Collateral.** To secure (check one below) the payment and performance of each and every debt, liability and obligation of every type and description which Debtor may now or at any time hereafter owe to Secured Party (whether such debt, liability or obligation now exist or is hereafter created or incurred, and whether it is or may be direct or indirect, due or to become due, absolute or contingent, primary or secondary, liquidated or unliquidated, or joint, several or joint and several; all such debts, liabilities and obligation of the Debtor to Secured Party evidenced by the following: Promissory Note between the City of Kasson and Gadient Hospitality Group, Ltd. dated 4/27/2020, and any extensions, renewals, or replacements thereof (herein referred to as the "Obligations"), Debtor hereby grants Secured Party a security interest (herein called the "Security Interest") in the following property (herein called the "Collateral")(check applicable boxes and complete information):

(a) INVENTORY:

All inventory of Debtor, whether now owned or hereafter acquired and wherever located;

(b) EQUIPMENT OR CONSUMER GOODS:

All equipment of Debtor, whether now owned or hereafter acquired, including but not limited to all present and future machinery, vehicles, furniture, fixtures, manufacturing equipment, farm machinery and equipment, shop equipment, office and recordkeeping equipment, parts and tools, and the good described in any equipment schedule or list herewith or hereafter furnished to Secured Party by Debtor (but no such schedule or list need be furnished in order for the security interest granted herein to be valid as to all of Debtor's equipment).

The following goods or types of goods:

(c) ACCOUNTS AND OTHER RIGHTS TO PAYMENT:

- Each and every right of Debtor to the payment of money, whether such right to payment now exist or hereafter arises, whether such right to payment arises out of a sale, lease, or other disposition of goods or other property by Debtor, out of a rendering of services by Debtor, out of loan by Debtor, out of the overpayment of taxes of other liabilities of Debtor, or otherwise arises under any contract or agreement, whether such right to payment is or is not already earned by performance, and however such right to payment may be evidence, together with all other rights and interest (including all liens and security interests) which Debtor may at any time have by law or agreement against any account debtor or other obligor obligated to make any such payment or against any of the property of such account debtor obligated to make any such payment or against any of the property of such account debtor including but not limited to all present and future debt instruments, chattel papers, accounts, loans and obligation receivable and tax refunds.
-

(d) GENERAL TANGIBLES:

- All general intangibles of Debtor, whether now owned or hereafter acquired, including, but not names, customer lists, permits and franchises, and the right of use Debtor's name, together with all substitutions and replacements for and products of any foregoing property not constituting consumer goods and together with proceeds of any and all of the foregoing property and, in the case of all tangible Collateral, together with all accessions and, except in the case of consumer goods, together with: (i) all accessories, attachments, parts, equipment and repairs now or hereafter attached or affixed to or used in connection with any such goods, and (ii) all warehouse receipts, bills of lading and other documents of title now or hereafter covering such goods.

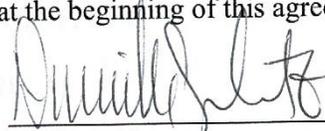
2. **Representatives, Warranties, and Agreements.** Debtor represents, warrants, and agrees that:

- (a) Debtor is an individual, a partnership, or a corporation and, if Debtor is an individual, the Debtor's residence is at the address of Debtor show at the beginning of this Agreement.
- (b) The Collateral will be used primarily for personal, family or household purposes; business purposes.
- (c) If any part or all of the tangible Collateral will become so related to particular real estate as to become a fixture, the real estate concerned is: _____
-

_____ and the name of the record owner is: _____

(d) Debtors Chief Executive office is located at _____ or, if left blank, at the address of Debtor shown at the beginning of this agreement.

Kasson Economic Development Authority
Secured Party's Name



Debtor's Name



Debtor's Name

By
Kasson EDA President

Title

By

Title

By
Kasson City Administrator

Title

By

Title

**SHORT-TERM BUSINESS INTERRUPTION LOAN PROGRAM
KASSON ECONOMIC DEVELOPMENT AUTHORITY**

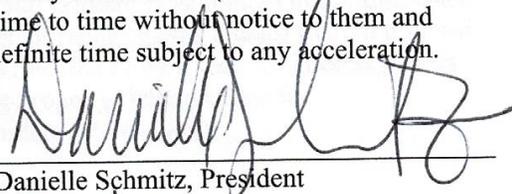
**PROMISSORY NOTE
GADIENT HOSPITALITY GROUP, LLC**

DATED: May 1st, 2020

The below signed, Gadiant Hospitality Group, LLC., a Minnesota corporation, promises to pay to the order of the City of Kasson Economic Development Authority, the sum of Five Thousand and no/00 Dollars (\$5,000).

Payments shall be made as follows: \$100.00 beginning on November 9th, 2020, and \$100.00 shall be due and payable on the first day of each and every month thereafter until February 1st, 2025. This Note shall bear interest at the rate of Zero percent (0%) per annum.

The maker, endorser, and guarantor hereof agrees to pay all costs of collection, including reasonable attorney fees and legal expenses, in case payment shall not be made at maturity, waives presentment for payment, notice of non-payment, protest and notice of protest and diligence in enforcing payment or bringing suite against any party hereto. The endorser, surety, and guarantor hereof consent that the time of payment may be extended (whether or not longer than the original period), or this note renewed, from time to time without notice to them and without affecting their liability hereon. Payable at a definite time subject to any acceleration.



Danielle Schmitz, President

4/27/2020

Date

UCC FINANCING STATEMENT

FOLLOW INSTRUCTIONS

A. NAME & PHONE OF CONTACT AT FILER (optional)
B. E-MAIL CONTACT AT FILER (optional)
C. SEND ACKNOWLEDGMENT TO: (Name and Address)

Print

Reset

THE ABOVE SPACE IS FOR FILING OFFICE USE ONLY

1. DEBTOR'S NAME: Provide only one Debtor name (1a or 1b) (use exact, full name; do not omit, modify, or abbreviate any part of the Debtor's name); if any part of the Individual Debtor's name will not fit in line 1b, leave all of item 1 blank, check here and provide the Individual Debtor information in item 10 of the Financing Statement Addendum (Form UCC1Ad)

1a. ORGANIZATION'S NAME Gadient Hospitality Group, Inc.				
OR	1b. INDIVIDUAL'S SURNAME	FIRST PERSONAL NAME	ADDITIONAL NAME(S)/INITIAL(S)	SUFFIX
1c. MAILING ADDRESS 504 South Mantorville Avenue		CITY Kasson	STATE MN	POSTAL CODE 55944
			COUNTRY USA	

2. DEBTOR'S NAME: Provide only one Debtor name (2a or 2b) (use exact, full name; do not omit, modify, or abbreviate any part of the Debtor's name); if any part of the Individual Debtor's name will not fit in line 2b, leave all of item 2 blank, check here and provide the Individual Debtor information in item 10 of the Financing Statement Addendum (Form UCC1Ad)

2a. ORGANIZATION'S NAME				
OR	2b. INDIVIDUAL'S SURNAME	FIRST PERSONAL NAME	ADDITIONAL NAME(S)/INITIAL(S)	SUFFIX
2c. MAILING ADDRESS		CITY	STATE	POSTAL CODE
				COUNTRY

3. SECURED PARTY'S NAME (or NAME of ASSIGNEE of ASSIGNOR SECURED PARTY): Provide only one Secured Party name (3a or 3b)

3a. ORGANIZATION'S NAME City of Kasson				
OR	3b. INDIVIDUAL'S SURNAME	FIRST PERSONAL NAME	ADDITIONAL NAME(S)/INITIAL(S)	SUFFIX
3c. MAILING ADDRESS 401 5th Street SouthEast		CITY Kasson	STATE MN	POSTAL CODE 55944
				COUNTRY USA

4. COLLATERAL: This financing statement covers the following collateral:

All equipment of Debtor, whether now owned or hereafter acquired, including but not limited to all present and future machinery, vehicles, furniture, fixtures, manufacturing equipment, farm machinery and equipment, shop equipment, office and recordkeeping equipment, parts and tools, and the goods described in any equipment schedule or list herewith or hereafter furnished to Secured Parrry by Debtor.

5. Check only if applicable and check only one box: Collateral is held in a Trust (see UCC1Ad, item 17 and Instructions) being administered by a Decedent's Personal Representative

6a. Check only if applicable and check only one box: Public-Finance Transaction Manufactured-Home Transaction A Debtor is a Transmitting Utility

6b. Check only if applicable and check only one box: Agricultural Lien Non-UCC Filing

7. ALTERNATIVE DESIGNATION (if applicable): Lessee/Lessor Consignee/Consignor Seller/Buyer Bailee/Bailor Licensee/Licensor

8. OPTIONAL FILER REFERENCE DATA:

City of Kasson Economic Development Authority Short-Term Business Interruption Loan

Instructions for UCC Financing Statement (Form UCC1)

Please type or laser-print this form. Be sure it is completely legible. Read and follow all Instructions, especially Instruction 1; use of the correct name for the Debtor is crucial.

Fill in form very carefully; mistakes may have important legal consequences. If you have questions, consult your attorney. The filing office cannot give legal advice.

Send completed form and any attachments to the filing office, with the required fee.

ITEM INSTRUCTIONS

A and B. To assist filing offices that might wish to communicate with filer, filer may provide information in item A and item B. These items are optional.

C. Complete item C if filer desires an acknowledgment sent to them. If filing in a filing office that returns an acknowledgment copy furnished by filer, present simultaneously with this form the Acknowledgment Copy or a carbon or other copy of this form for use as an acknowledgment copy.

1. **Debtor's name.** Carefully review applicable statutory guidance about providing the debtor's name. Enter only one Debtor name in item 1 -- either an organization's name (1a) or an individual's name (1b). If any part of the Individual Debtor's name will not fit in line 1b, check the box in item 1, leave all of item 1 blank, check the box in item 9 of the Financing Statement Addendum (Form UCC1Ad) and enter the Individual Debtor name in item 10 of the Financing Statement Addendum (Form UCC1Ad). Enter Debtor's correct name. Do not abbreviate words that are not already abbreviated in the Debtor's name. If a portion of the Debtor's name consists of only an initial or an abbreviation rather than a full word, enter only the abbreviation or the initial. If the collateral is held in a trust and the Debtor name is the name of the trust, enter trust name in the Organization's Name box in item 1a.

1a. **Organization Debtor Name.** "Organization Name" means the name of an entity that is not a natural person. A sole proprietorship is **not** an organization, even if the individual proprietor does business under a trade name. If Debtor is a registered organization (e.g., corporation, limited partnership, limited liability company), it is advisable to examine Debtor's current filed public organic records to determine Debtor's correct name. Trade name is insufficient. If a corporate ending (e.g., corporation, limited partnership, limited liability company) is part of the Debtor's name, it must be included. Do not use words that are not part of the Debtor's name.

1b. **Individual Debtor Name.** "Individual Name" means the name of a natural person; this includes the name of an individual doing business as a sole proprietorship, whether or not operating under a trade name. The term includes the name of a decedent where collateral is being administered by a personal representative of the decedent. The term does not include the name of an entity, even if it contains, as part of the entity's name, the name of an individual. Prefixes (e.g., Mr., Mrs., Ms.) and titles (e.g., M.D.) are generally not part of an individual name. Indications of lineage (e.g., Jr., Sr., III) generally are not part of the individual's name, but may be entered in the Suffix box. Enter individual Debtor's surname (family name) in Individual's Surname box, first personal name in First Personal Name box, and all additional names in Additional Name(s)/Initial(s) box.

If a Debtor's name consists of only a single word, enter that word in Individual's Surname box and leave other boxes blank.

For both organization and individual Debtors. Do not use Debtor's trade name, DBA, AKA, FKA, division name, etc. in place of or combined with Debtor's correct name; filer may add such other names as additional Debtors if desired (but this is neither required nor recommended).

1c. Enter a mailing address for the Debtor named in item 1a or 1b.

2. **Additional Debtor's name.** If an additional Debtor is included, complete item 2, determined and formatted per Instruction 1. For additional Debtors, attach either Addendum (Form UCC1Ad) or Additional Party (Form UCC1AP) and follow Instruction 1 for determining and formatting additional names.

3. **Secured Party's name.** Enter name and mailing address for Secured Party or Assignee who will be the Secured Party of record. For additional Secured Parties, attach either Addendum (Form UCC1Ad) or Additional Party (Form UCC1AP). If there has been a full assignment of the initial Secured Party's right to be Secured Party of record before filing this form, either (1) enter Assignor Secured Party's name and mailing address in item 3 of this form and file an Amendment (Form UCC3) [see item 5 of that form]; or (2) enter Assignee's name and mailing address in item 3 of this form and, if desired, also attach Addendum (Form UCC1Ad) giving Assignor Secured Party's name and mailing address in item 11.

4. **Collateral.** Use item 4 to indicate the collateral covered by this financing statement. If space in item 4 is insufficient, continue the collateral description in item 12 of the Addendum (Form UCC1Ad) or attach additional page(s) and incorporate by reference in item 12 (e.g., See Exhibit A). Do not include social security numbers or other personally identifiable information.

Note: If this financing statement covers timber to be cut, covers as-extracted collateral, and/or is filed as a fixture filing, attach Addendum (Form UCC1Ad) and complete the required information in items 13, 14, 15, and 16.

5. If collateral is held in a trust or being administered by a decedent's personal representative, check the appropriate box in item 5. If more than one Debtor has an interest in the described collateral and the check box does not apply to the interest of all Debtors, the filer should consider filing a separate Financing Statement (Form UCC1) for each Debtor.

6a. If this financing statement relates to a Public-Finance Transaction, Manufactured-Home Transaction, or a Debtor is a Transmitting Utility, check the appropriate box in item 6a. If a Debtor is a Transmitting Utility and the initial financing statement is filed in connection with a Public-Finance Transaction or Manufactured-Home Transaction, check only that a Debtor is a Transmitting Utility.

6b. If this is an Agricultural Lien (as defined in applicable state's enactment of the Uniform Commercial Code) or if this is not a UCC security interest filing (e.g., a tax lien, judgment lien, etc.), check the appropriate box in item 6b and attach any other items required under other law.

7. **Alternative Designation.** If filer desires (at filer's option) to use the designations lessee and lessor, consignee and consignor, seller and buyer (such as in the case of the sale of a payment intangible, promissory note, account or chattel paper), bailee and bailor, or licensee and licensor instead of Debtor and Secured Party, check the appropriate box in item 7.

8. **Optional Filer Reference Data.** This item is optional and is for filer's use only. For filer's convenience of reference, filer may enter in item 8 any identifying information that filer may find useful. Do not include social security numbers or other personally identifiable information.

SHORT-TERM BUSINESS INTERRUPTION LOAN PROGRAM

APPLICATION

City of Kasson Economic Development Authority

Please review the Short-Term Business Interruption Loan (STBIL) Program Guidelines & Policies before filling and submitting this application.

Business Legal Name	DAISY MAE CONSIGNMENTS		
Business Contact Name/Title	Kim Rudlong - OWNER		
Phone: 507-273-4537		Alt. Phone:	
Email: daisy.mae.0102@icloud.com			
Street Address:	301 5th St SE,		
City: KASSON		Zip Code:	MN 55944
Mailing Address (if different):	502 2nd AVE SW, KASSON, MN 55944		
Years in Operation in Kasson:	8	Business Structure:	
Full-Time Employees:	0	Part-Time Employees:	0

Relief/Assistance Program Applied To (SBA/DEED/etc):	SBA	Date Applied:	3-30-2020
Briefly Describe Impact of COVID-19 on Business:	CLOSED AS NON-ESSENTIAL - still need to pay rent,		

Business Fixed Costs for February:	\$ 750.00 rent 38.32 phone
Loan Amount Requested (up to \$5,000):	\$ 5,000.00
Purpose for STBIL Funds:	pay rent, phone til can reopen
Collateral Coverage:	inventory
Additional Notes:	

REQUIRED ATTACHMENTS:

1. Copy of Primary Relief/Assistance Program Application (SBA, DEED, etc.)
2. Copy of February Fixed Costs (Utility Bills, Payroll Spreadsheets, etc.)

By signing, I certify the information on and attached to this application is true.

Name of Applicant: Kimberly Rudlong Title: OWNER

Signature: Kimberly Rudlong Date: 4-17-2020

Kimberly Rudlong

Please submit your application to Kasson City Hall (401 5th Street SE)
or nicholas.ouellette@cedausa.com

SECURITY AGREEMENT
Kasson Economic Development Authority

Date: 5-1-2020

DEBTOR	Daisy Mae Consignments, Kim Rudlong	SECURED PARTY	Kasson Economic Development Authority
BUSINESS OR RESIDENCE ADDRESS		ADDRESS	401 5 th Street SE
CITY, STATE, & ZIP CODE		CITY, STATE, & ZIP CODE	Kasson, MN 55944

1. **Security Interest and Collateral.** To secure (check one below) the payment and performance of each and every debt, liability and obligation of every type and description which Debtor may now or at any time hereafter owe to Secured Party (whether such debt, liability or obligation now exist or is hereafter created or incurred, and whether it is or may be direct or indirect, due or to become due, absolute or contingent, primary or secondary, liquidated or unliquidated, or joint, several or joint and several; all such debts, liabilities and obligation of the Debtor to Secured Party evidenced by the following: Promissory Note between the City of Kasson and Daisy Mae Consignments dated _____, and any extensions, renewals, or replacements thereof (herein referred to as the "Obligations"), Debtor hereby grants Secured Party a security interest (herein called the "Security Interest") in the following property (herein called the "Collateral")(check applicable boxes and complete information):

(a) INVENTORY:

All inventory of Debtor, whether now owned or hereafter acquired and wherever located;

(b) EQUIPMENT OR CONSUMER GOODS:

All equipment of Debtor, whether now owned or hereafter acquired, including but not limited to all present and future machinery, vehicles, furniture, fixtures, manufacturing equipment, farm machinery and equipment, shop equipment, office and recordkeeping equipment, parts and tools, and the good described in any equipment schedule or list herewith or hereafter furnished to Secured Party by Debtor (but no such schedule or list need be furnished in order for the security interest granted herein to be valid as to all of Debtor's equipment).

The following goods or types of goods:

(c) ACCOUNTS AND OTHER RIGHTS TO PAYMENT:

Each and every right of Debtor to the payment of money, whether such right to payment now exist or hereafter arises, whether such right to payment arises out of a sale, lease, or other disposition of goods or other property by Debtor, out of a rendering of services by Debtor, out of loan by Debtor, out of the overpayment of taxes of other liabilities of Debtor, or otherwise arises under any contract or agreement, whether such right to payment is or is not already earned by performance, and however such right to payment may be evidence, together with all other rights and interest (including all liens and security interests) which Debtor may at any time have by law or agreement against any account debtor or other obligor obligated to make any such payment or against any of the property of such account debtor obligated to make any such payment or against any of the property of such account debtor including but not limited to all present and future debt instruments, chattel papers, accounts, loans and obligation receivable and tax refunds.

(d) GENERAL TANGIBLES:

All general intangibles of Debtor, whether now owned or hereafter acquired, including, but not names, customer lists, permits and franchises, and the right of use Debtor's name, together with all substitutions and replacements for and products of any foregoing property not constituting consumer goods and together with proceeds of any and all of the forgoing property and, in the case of all tangible Collateral, together with all accessions and, except in the case of consumer goods, together with: (i) all accessories, attachments, parts, equipment and repairs now or hereafter attached or affixed to or used in connection with any such goods, and (ii) all warehouse receipts, bills of lading and other documents of title now or hereafter covering such goods.

2. **Representatives, Warranties, and Agreements.** Debtor represents, warrants, and agrees that:

(a) Debtor is an individual, a partnership, or a corporation and, if Debtor is an individual, the Debtor's residence is at the address of Debtor show at the beginning of this Agreement.

(b) The Collateral will be used primarily for personal, family or household purposes; business purposes.

(c) If any part or all of the tangible Collateral will become so related to particular real estate as to become a fixture, the real estate concerned is: _____

_____ and the name of the record owner is: _____

(d) Debtors Chief Executive office is located at 301 5th St. SE KASSON, MN 55944
or, if left blank, at the address of Debtor shown at the beginning of this agreement.

Kasson Economic Development Authority
Secured Party's Name

Kim Rudlong
Debtor's Name

Debtor's Name

By _____
Kasson EDA President
Title

Kim Rudlong
By _____
OWNER
Title

By _____
Kasson City Administrator
Title

By _____

Title

**SHORT-TERM BUSINESS INTERRUPTION LOAN PROGRAM
KASSON ECONOMIC DEVELOPMENT AUTHORITY**

**PROMISSORY NOTE
DAISY MAE CONSIGNMENT**

DATED: May 1st, 2020

The below signed, Kim Rudlong, a Minnesota corporation, promises to pay to the order of the City of Kasson Economic Development Authority, the sum of Two Thousand Four Hundred no/00 Dollars (\$2,400).

Payments shall be made as follows: \$100.00 beginning on December 1st, 2020, and \$100.00 shall be due and payable on the first day of each and every month thereafter until December 1st, 2022. This Note shall bear interest at the rate of Zero percent (0%) per annum.

The maker, endorser, and guarantor hereof agrees to pay all costs of collection, including reasonable attorney fees and legal expenses, in case payment shall not be made at maturity, waives presentment for payment, notice of non-payment, protest and notice of protest and diligence in enforcing payment or bringing suite against any party hereto. The endorser, surety, and guarantor hereof consent that the time of payment may be extended (whether or not longer than the original period), or this note renewed, from time to time without notice to them and without affecting their liability hereon. Payable at a definite time subject to any acceleration.



Kim Rudlong, Individually

5-1-2020

Date

UCC FINANCING STATEMENT

FOLLOW INSTRUCTIONS

A. NAME & PHONE OF CONTACT AT FILER (optional)

B. E-MAIL CONTACT AT FILER (optional)

C. SEND ACKNOWLEDGMENT TO: (Name and Address)

Print

Reset

THE ABOVE SPACE IS FOR FILING OFFICE USE ONLY

1. DEBTOR'S NAME: Provide only one Debtor name (1a or 1b) (use exact, full name; do not omit, modify, or abbreviate any part of the Debtor's name); if any part of the Individual Debtor's name will not fit in line 1b, leave all of item 1 blank, check here and provide the Individual Debtor information in item 10 of the Financing Statement Addendum (Form UCC1Ad)

1a. ORGANIZATION'S NAME Daisy Mae Consignments				
OR	1b. INDIVIDUAL'S SURNAME	FIRST PERSONAL NAME	ADDITIONAL NAME(S)/INITIAL(S)	SUFFIX
1c. MAILING ADDRESS 301 5th Street SE				
	CITY Kasson	STATE MN	POSTAL CODE 55944	COUNTRY USA

2. DEBTOR'S NAME: Provide only one Debtor name (2a or 2b) (use exact, full name; do not omit, modify, or abbreviate any part of the Debtor's name); if any part of the Individual Debtor's name will not fit in line 2b, leave all of item 2 blank, check here and provide the Individual Debtor information in item 10 of the Financing Statement Addendum (Form UCC1Ad)

2a. ORGANIZATION'S NAME				
OR	2b. INDIVIDUAL'S SURNAME	FIRST PERSONAL NAME	ADDITIONAL NAME(S)/INITIAL(S)	SUFFIX
2c. MAILING ADDRESS				
	CITY	STATE	POSTAL CODE	COUNTRY

3. SECURED PARTY'S NAME (or NAME of ASSIGNEE of ASSIGNOR SECURED PARTY): Provide only one Secured Party name (3a or 3b)

3a. ORGANIZATION'S NAME City of Kasson				
OR	3b. INDIVIDUAL'S SURNAME	FIRST PERSONAL NAME	ADDITIONAL NAME(S)/INITIAL(S)	SUFFIX
3c. MAILING ADDRESS 401 5th Street SE				
	CITY Kasson	STATE MN	POSTAL CODE 55944	COUNTRY USA

4. COLLATERAL: This financing statement covers the following collateral:

All inventory of Debtor, whether now owned or hereafter acquired and wherever located shall serve as collateral.

5. Check only if applicable and check only one box: Collateral is held in a Trust (see UCC1Ad, item 17 and Instructions) being administered by a Decedent's Personal Representative

6a. Check only if applicable and check only one box:

Public-Finance Transaction Manufactured-Home Transaction A Debtor is a Transmitting Utility

6b. Check only if applicable and check only one box:

Agricultural Lien Non-UCC Filing

7. ALTERNATIVE DESIGNATION (if applicable): Lessee/Lessor Consignee/Consignor Seller/Buyer Bailee/Bailor Licensee/Licensor

8. OPTIONAL FILER REFERENCE DATA:

Instructions for UCC Financing Statement (Form UCC1)

Please type or laser-print this form. Be sure it is completely legible. Read and follow all Instructions, especially Instruction 1; use of the correct name for the Debtor is crucial.

Fill in form very carefully; mistakes may have important legal consequences. If you have questions, consult your attorney. The filing office cannot give legal advice.

Send completed form and any attachments to the filing office, with the required fee.

ITEM INSTRUCTIONS

A and B. To assist filing offices that might wish to communicate with filer, filer may provide information in item A and item B. These items are optional.

C. Complete item C if filer desires an acknowledgment sent to them. If filing in a filing office that returns an acknowledgment copy furnished by filer, present simultaneously with this form the Acknowledgment Copy or a carbon or other copy of this form for use as an acknowledgment copy.

1. **Debtor's name.** Carefully review applicable statutory guidance about providing the debtor's name. Enter only one Debtor name in item 1 -- either an organization's name (1a) or an individual's name (1b). If any part of the Individual Debtor's name will not fit in line 1b, check the box in item 1, leave all of item 1 blank, check the box in item 9 of the Financing Statement Addendum (Form UCC1Ad) and enter the Individual Debtor name in item 10 of the Financing Statement Addendum (Form UCC1Ad). Enter Debtor's correct name. Do not abbreviate words that are not already abbreviated in the Debtor's name. If a portion of the Debtor's name consists of only an initial or an abbreviation rather than a full word, enter only the abbreviation or the initial. If the collateral is held in a trust and the Debtor name is the name of the trust, enter trust name in the Organization's Name box in item 1a.

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If a Debtor's name consists of only a single word, enter that word in Individual's Surname box and leave other boxes blank.

For both organization and individual Debtors. Do not use Debtor's trade name, DBA, AKA, FKA, division name, etc. in place of or combined with Debtor's correct name; filer may add such other names as additional Debtors if desired (but this is neither required nor recommended).

1c. Enter a mailing address for the Debtor named in item 1a or 1b.

2. **Additional Debtor's name.** If an additional Debtor is included, complete item 2, determined and formatted per Instruction 1. For additional Debtors, attach either Addendum (Form UCC1Ad) or Additional Party (Form UCC1AP) and follow Instruction 1 for determining and formatting additional names.

3. **Secured Party's name.** Enter name and mailing address for Secured Party or Assignee who will be the Secured Party of record. For additional Secured Parties, attach either Addendum (Form UCC1Ad) or Additional Party (Form UCC1AP). If there has been a full assignment of the initial Secured Party's right to be Secured Party of record before filing this form, either (1) enter Assignor Secured Party's name and mailing address in item 3 of this form and file an Amendment (Form UCC3) [see item 5 of that form]; or (2) enter Assignee's name and mailing address in item 3 of this form and, if desired, also attach Addendum (Form UCC1Ad) giving Assignor Secured Party's name and mailing address in item 11.

4. **Collateral.** Use item 4 to indicate the collateral covered by this financing statement. If space in item 4 is insufficient, continue the collateral description in item 12 of the Addendum (Form UCC1Ad) or attach additional page(s) and incorporate by reference in item 12 (e.g., See Exhibit A). Do not include social security numbers or other personally identifiable information.

Note: If this financing statement covers timber to be cut, covers as-extracted collateral, and/or is filed as a fixture filing, attach Addendum (Form UCC1Ad) and complete the required information in items 13, 14, 15, and 16.

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8. **Optional Filer Reference Data.** This item is optional and is for filer's use only. For filer's convenience of reference, filer may enter in item 8 any identifying information that filer may find useful. Do not include social security numbers or other personally identifiable information.



TREE
CITY
USA

CITY OF
KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette, EDA Staff

Date: April 30th, 2020

Re: Strategic Planning Discussion

As the economic situation has changed it is prudent to consider our approach to strategic planning with respect to the impact of COVID-19 on businesses. I have included some responses from a survey of local businesses on the impact of for the Board to review. Some items to consider during this month's strategic planning discussion include the following:

- Local partnerships to enhance community events or projects
 - ex: Produce at the Prairie Farmers Market
 - ex: Chamber of Commerce
- City-owned land in SE Kasson
 - 45 Acres
 - Possibility for Industrial Park
 - Attract a larger business
 - Space for value-added businesses
- Work to bring the local economy back to pre-COVID norms
 - Assist businesses with adapting to social distancing
 - Short-Term Business Interruption Loan Program

My plan moving forward with strategic planning is to have you fill out a top-5 EDA priorities worksheet. You can fill this out and email it to me or bring it to the next EDA meeting. With every Board member's top-5 priorities I can create an overall priorities list. From that list we can begin to create a work plan to achieve those priorities.

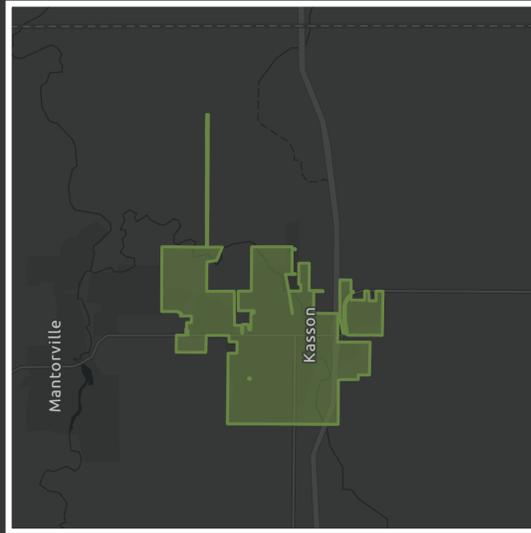
Included in this Packet are some items of interest to consider during the Strategic Planning process, including:

- Map of City owned land in SE Kasson
- COVID-19 Business Impact Survey
- COVID-19 Impact Report
- Top-5 priorities worksheet
- Community Grants Bulletin



CORONAVIRUS (COVID-19) IMPACT PLANNING REPORT

Kasson, MN



6,269	2.65	2,352	34.9	\$71,596	\$180,535	195	91%
Population	Avg Size Household	Households	Median Age	Median Household Income	Median Home Value	Housing Affordability	Internet at Home

POPULATION AND BUSINESSES



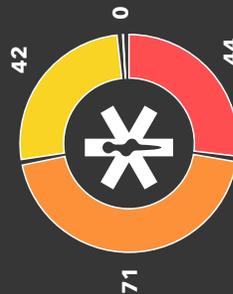
POVERTY



AT RISK POPULATION

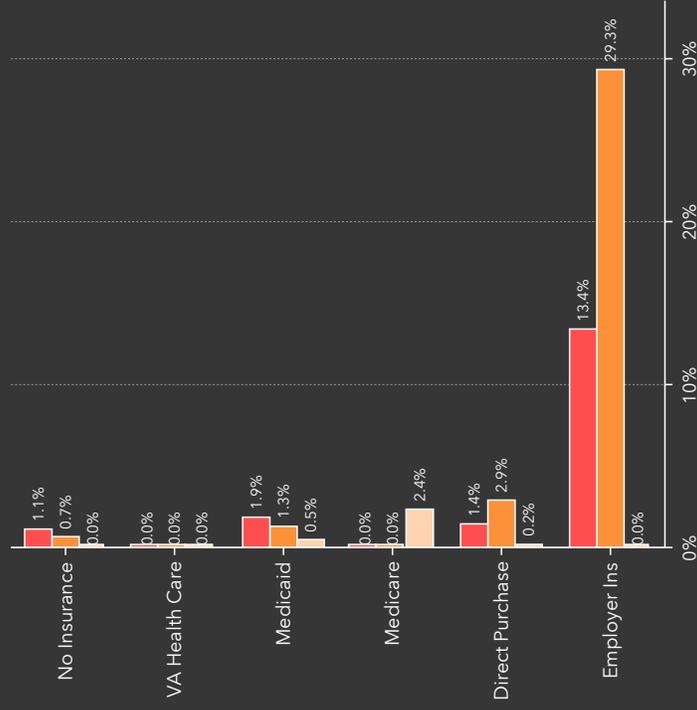


POPULATION NO HEALTH INSURANCE (ACS)



HEALTH INSURANCE COVERAGE (ACS)

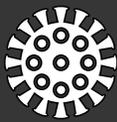
■ Pop 19-34
 ■ Pop 35-64
 ■ Pop 65+



Source: Esri forecasts for 2019, U.S. Census Bureau 2014-2018 American Community Survey (ACS) Data, Businesses counts from Infogroup

Note: Medicaid values for population 65+ is defined as Medicaid plus Medicare. For other age groups it is Medicaid only. Source 2014-2018 American Community Survey (ACS) Data.



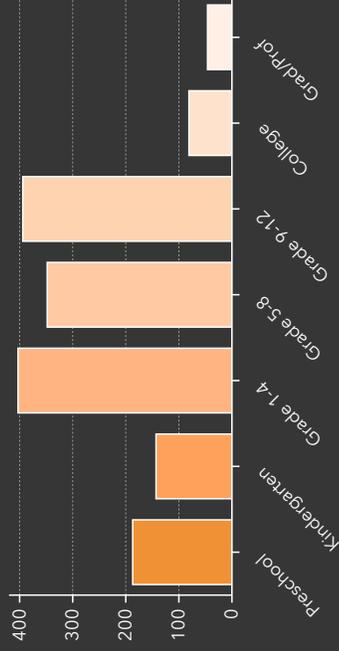


KEY INDICATORS: IMPACT PLANNING

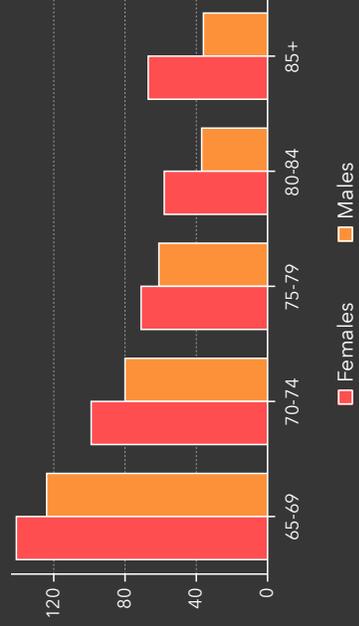
Kasson, MN

6,269 Population **2.65** Avg Size Household **2,352** Households **34.9** Median Age **\$71,596** Median Household Income **\$180,535** Median Home Value **195** Housing Affordability **91%** Internet at Home

SCHOOL ENROLLMENT (ACS)



SENIOR POPULATION



POPULATION AND POVERTY STATUS (ACS)

Category	Total
Population for whom Poverty Status is Determined	6,280
Income to Poverty Ratio <0.50	57
Income to Poverty Ratio 0.50-0.99	55
Income to Poverty Ratio 1.00-1.24	270
Income to Poverty Ratio 1.25-1.49	311
Income to Poverty Ratio 1.50-1.84	454
Income to Poverty Ratio 1.85-1.99	42
Income to Poverty Ratio 2.00+	5,091

POVERTY LEVELS (ACS)

Category	Below	Above	Total
Total	62	2,340	2,402
Married Couple Families	0	1,422	1,422
Other Families w/Male Householder	0	103	103
Other Families w/Female Householder	0	254	254
Nonfamilies w/Male Householder	18	354	372
Nonfamilies w/Female Householder	44	207	251

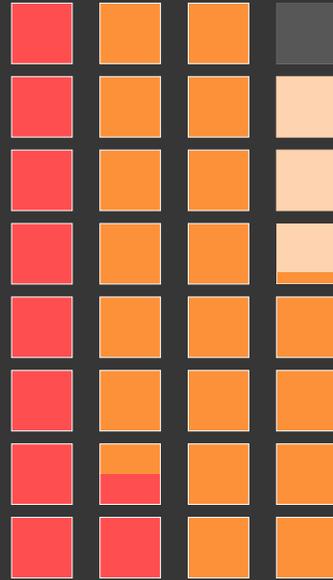
NO HEALTH INSURANCE COVERAGE (ACS) %

Category	(ACS) %	Total
Population <19	0.7%	44
Population Age 19-34	1.1%	71
Population Age 35-64	0.7%	42
Population Age 65+	0.0%	0

LANGUAGE (ACS)

Language	Age 5-17	18-64	Age 65+	Total
English Only	1,198	3,557	746	5,501
Spanish	0	41	15	56
Spanish & English Well	0	41	15	56
Spanish & English Not Well	0	0	0	0
Indo-European	20	0	0	20
Indo-European & English Well	20	0	0	20
Indo-Euro & English Not Well	0	0	0	0
Asian-Pacific Island	38	81	17	136
Asian-Pacific Isl & English Well	38	67	0	105
Asn-Pacific Isl & English Not Well	0	14	0	14
Other Language	0	0	0	0
Other Language & English Well	0	0	0	0
Other Lang. & English Not Well	0	0	0	0

POPULATION BY AGE



Under 18 (30.0%) Age 18 to 64 (59.0%)
 Age 65+ (12.0%)



Source: Esri forecasts for 2019; U.S. Census Bureau 2011-2018 American Community Survey (ACS) Data; Businesses counts from InfoGroup

Version 1.10
 March 24, 2020



CEDA Community Grants Bulletin

Post 18, Apr. 2020

Three-Month Grants Periscope

April

- April 21 - [NPS Paul Bruhn Historic Revitalization Subgrant Program \(HRSP\)](#)
- April 24 - [MN State Arts Board: Artist Initiative, literary arts,](#)
- [MN State Arts Board: Artist Initiative, performing arts](#)
- April 29 - [IL Arts Council Agency: Arts Midwest Touring Fund](#)
- April 30 - [U.S. Bank Foundation \(Work\)](#)

May

- May 1 - [Patrick and Aimee Butler Family Foundation](#) (Environment—foundation awards to only two new grantees/yr) (deadline extended from Apr. 1)
 - [Iowa Dept. of Cultural Affairs](#) (grant programs: Historical Resource Development, Country School, Capacity Building for arts and culture orgs, School Arts Experiences, Great Places Designation, Cultural and Entertainment Districts, Cultural Heritage Project, Art Project, Greenlight)
 - [Iowa EDA Rural Innovation Grant Program](#)
 - [Iowa EDA Rural Housing Assessment Grant Program](#)
 - [West Central Initiative Community Changemaker](#) (Upsala, Frazee, Cold Spring)
 - [Medica Foundation: Strategic Initiatives](#) (mental health, dental, telehealth, housing; MN only)
 - [Medica Foundation: Early Childhood Health](#) (MN; invitation-only for IA)
 - [C.H. Robinson Worldwide Foundation](#) (Hunger, housing, at-risk youth, health); (LOI; full app due July 1)
 - [Contamination Cleanup and Investigation and RAP Development Grant Program](#)
- May 4 - [MN DEED \(Dept. of Employment and Ec. Dev.\) MN Job Skills Partnership](#)
- May 7 - [USDA Rural Housing Preservation Grants \(HPG\)](#)
- May 15 - [Ameriprise Financial: Supporting Community Vitality](#)
- May 29 - [MN Historical Society Legacy Large \(over \\$10,000\) Grant](#) (mandatory pre-app; full app due July 31)
 - [NRCS' Conservation Innovation On-Farm](#)
- May 31 - [U.S. Soccer Foundation: Safe Places to Play](#) (*deadline anticipatory; Summer 2020 round TBD)

June

- June 1 - [IL Arts Council Agency: Community Arts Access](#) (*deadline anticipatory)
 - [Medica Foundation Rural Health Grant](#) (**opens** for MN applicants, due Aug. 28; IA invitation-only)
- June 15 - [Securian Foundation](#) (Youth and Edu., Vibrant Communities; opens June 1)
 - [PeopleForBikes](#) (LOI due; full app due Oct. 16)
- June 17 - [SMIF: Paint the Town](#) (deadline extended from May 18)
- June 18 - [Bush Foundation: Event Sponsorship](#) (app opens Apr. 21)
- June 19 - [MN State Arts Board: Arts Access](#)

- June 24 - - [SEMAC \(Southeast Minnesota Arts Council\) Emerging/Advancing Artist](#) (LOI only; full app due July 1)
- June 26 - [MN State Arts Board: Visual Arts](#)
- June 30 - [Otto Bremer Trust](#): (Basic Needs, Community, Health, Emergency)
- June 30 - [National Park Service: Rivers, Trails, and Conservation Assistance Program](#)

July

- July 1 - [Community Development Block Grant \(CDBG\) Sewer/Water](#) (IA)
 - [IA DNR: Solid Waste Alternatives Program \(SWAP\)](#)
 - [SEMAC \(Southeast Minnesota Arts Council\) Emerging/Advancing Artist](#) (LOI due June 24)
 - [Northland Foundation \(Itasca County\)](#)
 - [C.H. Robinson Worldwide Foundation](#) (Hunger, housing, at-risk youth, health; employee involvement req.; LOI due May 1)
- July 9 - [Mardag Foundation](#) (early childhood dev, ind. senior living)
- July 10 - [Minnesota Historical Society \(MNHS\) Small & Structure Grants](#) (\$10K or less),
 - [MN State Arts Board: Arts Tour Minnesota](#)
- July 12 - [USDA: Reconnect Loan and Grant Program](#) (low-interest loan; *now available on a rolling basis)
- July 15 - [Community Attraction and Tourism](#) (CAT; IA)
- July 17 - [MN State Art Board: Community Arts Edu. Support](#)
- July 26 - [Minnesota Historical Society \(MNHS\) Large Grants](#) (> \$10K) pre-app; final app due Sept. 13
- July 30 - [U.S. Bank Foundation \(Home\)](#)
 - [Rochester Area Foundation Better Communities](#) (LOI; final app due Aug. 28; deadlines anticipatory, not yet announced for Fall 2020 round)

KASSON EDA COVID-19 BUSINESS IMPACT SURVEY**Which description most closely fits your current situation as it relates to COVID-19?**

12 Answered, 0 Skipped

Answer Choices	Response (#)	Response (%)
My business was ordered to close following Governor Walz Executive Order (My business is NOT a restaurant, bar, salon, or gym)	8.33%	1
My business was ordered to close following Governor Walz Executive Order (My business IS a restaurant, bar, salon, or gym)	16.67%	2
My business has significantly changed operations (ex. remained operational but closed to the public, staff rotating shifts, or decreased/expanded business hours)	58.33%	7
My business has not significantly changed operations	16.67%	2

Which Emergency Funding Assistance Programs you have been awarded?

6 Answered, 6 Skipped

Answer Choices	Response (#)	Response (%)
Paycheck Protection Program (SBA)	57.14%	4
Economic Injury Disaster Loan (SBA)	0.00%	0
Small Business Emergency Loan (DEED)	0.00%	0
Unemployment Insurance	14.29%	1
Short-Term Business Interruption Loan Program (Kasson EDA)	14.29%	1
Do Not Qualify	14.29%	1

Do you feel that you have access to the information you need regarding Federal and State relief programs?

11 Answered, 1 Skipped

Answer Choices	Response (#)	Response (%)
Yes	81.82%	9
No	18.18%	2

Which items that have impacted your business operations?

10 Answered, 2 Skipped

Answer Choices	Response (#)	Response (%)
Lack of Childcare	9.68%	3
Employee Health	3.23%	1
Stay at Home Order	22.58%	7
Hours of Operation	19.35%	6
Employee Availability	16.13%	5
Market Prices	3.57%	1
Sales	21.43%	6
Marketing	3.23%	1
Fewer Clients	3.23%	1

Please describe losses and/or revenue decline your business has had due to COVID-19, if applicable.

9 Answered, 3 Skipped

- Created products for schools which no longer meet and require promotional items.
- Losses from employees declining to work during stay at home order, courts have cancelled hearings reducing ability to complete work.
- 90% loss in income since middle of March.
- Projects with the school system have gone away following state closures.
- Revenue has decreased 50% and have not received relief dollars from any programs.
- 2 months with no sales due to inability to open.
- Near little-to-no income. Employees making more from unemployment than during employment. Unsure if I can use PPP loan for certain uses.
- Increased orders from homeowners however large company purchase orders have halted.
- Production is down and impact will not be known for months.

What can the Kasson EDA do to help your business now or in the near future?

9 Answered, 3 Skipped

- Maybe help the self-employed instead of the big boys only.
- Nothing at this time.
- We realize that everyone is hurting so it is hard to ask for help specific to our business. We will ask that you advocate for support for childcare, families relying on childcare.

The childcare industry was already significantly underrepresented and in crisis. This event is going to end many and further strain those that may survive it.

- Help promote all of our small businesses when the state opens back up!
- Continue to communicate available assistance to small businesses.
- Help with grants or loans.
- Help with reopening structures. Explain available loans/grants and which ones are best for individual businesses. Explain the fine print!
- Securing funding for loans in the future as most businesses are affected today but some of us will most likely be affected later in the year. Would be great to have relief options for a few months from now.
- I don't think I need anything at this time but the longer it goes the more this could hurt business.



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CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette, EDA Staff

Date: April 30th, 2020

Re: EDA Top 5 Strategic Planning Initiatives

Below is a form to fill in your top 5 priorities for the EDA Board as part of the strategic planning process. These priorities will be ranked to provide an overall priority list of the EDA Board. This list will be used for future strategic planning discussion as well as creating an EDA work plan.

Action Requested:

It is requested each EDA Board member fill out their top 5 priorities for the EDA Board.

My top 5 priorities for the EDA Board are as follows:

- 1.
- 2.
- 3.
- 4.
- 5.

Economic Development Authority Coordinators Report

Nicholas Ouellette
April 13, 2019 – May 5, 2019



Short-Term Business Interruption Loan Program

We have received two applications for the STBIL Program, one of which has submitted all the necessary materials for approval. There have been many inquiries about this program, and I expect we will receive more applications as COVID-19 continues to have an effect on local businesses. The STBIL program has been featured in the Dodge County Independent and KAAL TV, which helps to spread the word about the program and the EDA's response to COVID-19. Below is a link to the KAAL TV story:

<https://www.kaaltv.com/coronavirus/kasson-business-receives-federal-loans-to-keep-employees-full-time/5701655/>

COVID-19 Resource Page ([Click here for access](#))

I have continued to organize COVID-19 information and resources for businesses on the EDA webpage. The Short-Term Business Interruption Loan Program guidelines and applications are available for download from this webpage. I have had some calls with local businesses to provide some insight into these programs and what might be the best fit for them.

Business Façade Improvement Grant

The 2020 program was approved at the March 3rd EDA meeting. This program is now available on the website. City Administrator Ibisch and I had planned to visit with businesses and distribute the program information, however that has been put on hold. The program guidelines and application are available on the EDA webpage.

EDA Strategic Plan

Discussion on strategic planning are planned for the May EDA meeting. Given the COVID-19 situation and its economic ramifications, the EDA may want to adjust its strategic planning to address the economic impact COVID-19 has had on Kasson. I will handout a top-5 EDA priority worksheet for each Board member to fill out and submit so we may begin considering a work plan to achieve EDA objectives.

Local Trail Connections Grant (MN DNR)

The grant application was submitted on March 27th. The application is based on previous years projects, to connect trails in the Northwest quadrant of Kasson between the Aquatic Center and the Sunset Trail System. With an increased funding match from the City the application should be very competitive. Grant awards are expected to be announced by June/July 2020.

EDA Webpage

I plan to take some time this month to organize documents/links and start adding economic development resources and information to the EDA webpage.

Small Business Development Center Training

I have taken part in SBDC Virtual Training on April 14th. This training now allows me to consult on businesses through the SBDC. Expanding my knowledge on small business consulting will be a benefit to Kasson as I employ this knowledge in the community.

COVID-19 Impact Survey

I have organized a survey to learn of the impact COVID-19 has had on local businesses. The survey is ongoing and preliminary responses have been included in this packet.

Aid available for Kasson businesses

BY ALEX NUEHRING
DCI SPORTS EDITOR

The coronavirus pandemic has caused financial hardship for many local businesses, so the Kasson Economic Development Authority (EDA) is stepping up with a loan program designed to give those businesses much-needed relief.

The Kasson EDA's Short-Term Business Interruption Loan Program (STBIL) provides loans of up to \$5,000, with zero percent interest and deferred payments, to assist businesses with immediate cash flow needs while they apply/wait for assistance from Small Business Administration (SBA) or Department of Employment and Economic Development (DEED) relief

SEE KASSON EDA, A6

KASSON EDA

FROM A1 programs, according to the EDA's webpage on the City of Kasson's website.

The webpage stipulates that businesses are eligible for the loan if they're located in Kasson or within 2,000 feet of city limits, they were in operation pri-

or to March 1, 2020, have applied for assistance from Minnesota DEED and SBA and have a stated need for immediate funds to maintain their businesses in good stature.

Business owners can submit their application to City Hall (401 5th Street SE) or email them to nicholas.ouellette@cedausa.com.

City Administrator Timothy Ibisch encourages businesses to submit documentation to show the loan review committee what they plan to spend the loan on.

He said the committee will meet every week to evaluate applications so they can get businesses financial relief as quickly as possible.

"We want to make it as simple and as short of a process as we can," he said.

Ibisch's hope is that businesses receive the loan about two weeks after they submit their application.

Kasson EDA President Dan Egglar said this loan program was made available because, "The EDA and the city wanted to help businesses survive this time of uncertainty."

While all businesses of all sizes could use help, Ibisch said the focus will be on small businesses that need the immediate cash to keep the doors open and the lights on.

"Helping those businesses that are really in tough shape is our priority," he said.

Keeping those local businesses going, Egglar

said, is critical for Kasson's community.

"Small businesses are very important to the city of Kasson. They help with so many things in our community. For example they are a great source for the necessary items and services we need in our community and also are a great place for individuals to be employed at," he said.

Paying employees is one of the eligible uses for loan funds. Businesses can also use it to cover expenses and fixed costs related to rent, leases, mortgage payments and utility bill payments, according to the STBIL guidelines and policies.

Egglar said the EDA's decision to cap the loan at \$5,000 was based on input from local businesses.

"We sent out a survey to local businesses and asked them if we could setup a loan program, how much would help them," he said.

Ibisch said another reason \$5,000 was chosen is so the City of Kasson can support as many businesses as they can.

While there is no set deadline for applying for this loan, Egglar said there is a set time when businesses have to start paying this loan back.

"They are required to start paying back the loan at \$100 per month after six months from receipt of the first disbursements," he said.

In addition to the STBIL, he said the Kasson EDA has a revolving loan fund and also a Business Facade program available for local businesses.



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MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette, EDA Staff

Date: April 30th, 2020

Re: EDA Board Seat

On March 3rd, 2020, the EDA requested Mayor McKern nominate Matt Nelson to the open seat on the EDA Board. Mayor McKern brought it to my and City Administrator Ibsch attention in the middle of March that he would not be nominating Matt Nelson to the EDA Board, pending further discussion with Mr. Nelson. City Administrator Ibsch and I have offered to set up a meeting between Mayor McKern and Mr. Nelson so we may determine whether to move forward with the nomination process or begin a new search for an EDA Board member. I bring this to the attention of the EDA Board so that you may determine the next step in whether to reopen the application process for the open seat on the EDA Board.

Action Requested:

It is requested the EDA Board determine whether to continue pursuing the recommendation to appoint Matt Nelson to the EDA Board or reopen the application process for new applicants.