

**COUNTY OF KENDALL, ILLINOIS**  
**SPECIAL ECONOMIC DEVELOPMENT COMMITTEE**  
**Meeting Minutes for Thursday, January 13, 2022**

**Call to Order**

The meeting was called to order by Committee Chair Dan Koukol at 4:58p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Amy Cesich	Present		
Scott Gryder	Present		
Matt Kellogg	Yes		
Dan Koukol	Here		
Robyn Vickers	Here		

**Others Present:** Latreese Caldwell, Deputy County Administrator, Jennifer Karales, Financial Analyst, County Administrator Scott Koepfel

**Approval of Agenda** – Member Cesich made a motion to approve the agenda, second by Member Vickers. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Approval of November 19, 2021 Meeting Minutes** – Member Gryder made a motion to approve the November 19, 2021 meeting minutes, second by Member Vickers. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Committee Business**

*Review of American Rescue Plan Act Small Business Grant Program Applications*– Mr. Koepfel reported that since the launch of the Small Business grant program portal on January 5, 2022, the Admin Department has received 211 grants applications. Mr. Koepfel reported that staff member Jennifer Karales has processed 44 applications thus far, and has sent those to the State’s Attorney’s Office for legal review. The first 9 applications are ready to be presented to the County Board on January 18, 2022 for final approval. Mr. Koepfel stated that the first 44 application requests total over one million dollars.

Member Koukol briefed the committee on the Small Business Grant Workshop held on Monday, January 10<sup>th</sup> from 1:00p.m. – 4:00p.m.

Member Koukol made a motion to forward the first nine applications to the County Board for approval, second by Member Cesich. **With five members voting aye, the motion passed.**

Discussion on the number of applications already received, the ARPA funds available, how the funds can be utilized by the County, and how funds can be distributed to those in need in the Community.

Mr. Koeppel asked if the Committee would like to have an agenda item on the County Board agenda to add the second million dollars designated to the Small Business Grant Program made available now. **There was unanimous consensus to add this item to the County Board agenda for Tuesday, January 18, 2022.**

Mr. Koeppel explained that there are several applicants that are on hold because of issues with other county offices, Mr. Koeppel asked if we hold their spot/funds until the issues are resolved, or put them at the bottom of the list. **There was consensus by the committee to give the applicant five days for compliance/resolution, and if not they will be removed from the qualified applicant list.**

There was consensus by the committee to post a statement on the website and portal that the full amount of funds have been distributed, and to close this portal and create a wait list for those interested if additional funds become available for this category.

**Chairs Report** – No report

**Public Comment** – None

**Executive Session** – Not needed

**Adjournment** - Member Gryder made a motion to adjourn, second by Member Koukol.

There being no objection, the Special Economic Development Committee meeting was adjourned at 5:16p.m. **With five members present voting aye, the motion carried by a vote of 5-0.**

Respectfully submitted,

Valarie McClain Administrative Assistant and  
Recording Secretary