

CITY OF COTTONWOOD

78 West Main Street | Po Box 106 | Cottonwood, Minnesota 56229
Teather Bliss, Clerk-Administrator | Teather@cityofcottonwoodmn.com
Samantha Judovsky, Bookkeeper-Accounting Clerk | Admin@cityofcottonwoodmn.com



TEMPORARY POLICY 2020_0407B PUBLIC SERVICE AID DURING COVID-19

The City of Cottonwood values the health and safety of its employees and members of the community. In response to the COVID-19 pandemic, the City's administration and emergency management team has prepared the following temporary policies to be implemented effective immediately unless stated otherwise:

ADMINISTRATIVE FEES AND PROCEDURES

- Late notices for all utility billing from the City of Cottonwood will not be issued during the COVID-19 public health emergency.
- All water shut offs due to delinquent payments shall be suspended during the public health emergency.
- Increased late penalties on all City issued licensing shall be halted during the COVID-19 public health emergency.
- To encourage online bill pay during the COVID-19 public health emergency, all credit card fees through Pace services shall either be waived and absorbed by the City of Cottonwood or applied back onto the customer account as a credit.
- If necessary, grace periods and payment plans may be negotiated for City-issued contracts and invoices.
- Fines related to certain city ordinance violations may be suspended during the COVID-19 public health emergency.

ECONOMIC DEVELOPMENT AND LOAN ASSISTANCE

- If necessary, grace periods and payment plans may be negotiable for all Economic Development rental contracts.
- City-issued Revolving Loan Fund and Small Cities Development Program Grant interest shall be placed on moratorium during the COVID-19 public health emergency.
- If necessary, grace periods and payment plans may be negotiable for all City-issued Revolving Loan Fund and Small Cities Development Program Grant principal amounts due during the COVID-19 public health emergency.
- Relief aid of up to \$5,000 available to Cottonwood businesses at zero interest. Principal payback within two years on either a set amortization schedule or deferred lump sum agreement.
- Other state and federal programs have been established to aid families and businesses during COVID-19, information is available through the City Administrator at 507.423.6488 or on the city website.