



## Village Manager's Office

**SUBJECT:** COVID-19 Emergency Declaration

**MEETING DATE:** May 26, 2020 (updated from March 24, 2020, April 14, 2020, April 28, 2020, May 12, 2020)

**FROM:** Michael Braiman, Village Manager  
Jeffrey Stein, Assistant Village Manager/Corporation Counsel

**Budget Impact:** See budget impact discussion below

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This item is of an immediate and critical nature as it addresses certain actions and regulations needed to promote the health, safety and welfare of the public during the current state of emergency.

### **Recommended Motion**

Adoption of Resolution #2020-R-30 Extending the Declaration of an Emergency Affecting the Public Health and Wellbeing due to the Outbreak of COVID-19 Virus.

### **Background & Discussion**

To date, the Village President has issued, and the Village Board approved and extended, multiple emergency declarations due to the COVID-19 pandemic as follows:

1. March 17, 2020, the Village President issued a Declaration of Local Disaster and Public Health Emergency;
2. March 24, 2020, the Village Board approved the Declaration when it adopted Resolution 2020-R-17 ("Emergency Declaration");
3. April 7, 2020, the Village President issued an Amended Declaration of Local Disaster and Public Health Emergency Declaration;
4. April 14, 2020, the Village Board approved the Amended Declaration when it adopted Resolution 2020-R-25 ("Amended Emergency Declaration");

5. April 17, 2020, the Village President issued a Second Amended Declaration of Local Disaster and Public Health Emergency Declaration;
6. April 28, 2020, the Village Board approved the Second Amended Declaration when it adopted Resolution 2020-R-27 (“Second Amended Emergency Declaration”);
7. May 1, 2020, the Village President issued a Third Amended Declaration of Local Disaster and Public Health Emergency Declaration;
8. May 12, 2020, the Village Board approved the Third Amended Declaration when it adopted Resolution 2020-R-29 (“Third Amended Emergency Declaration”);

The Village Board’s adoption of Resolution 2020-R-29 on May 12, 2020 makes that the current emergency declaration (referred to as the “Current Emergency Declaration”).

The draft Resolution submitted for approval will extend the Current Emergency Declaration by adopting a Fourth Amended Declaration, which will have an effective date of May 26, 2020. The Fourth Amended Declaration will contain the same content as the Current Emergency Declaration with the following additions:

1. Meetings for some of the Village’s boards and commissions are authorized to be held.
  - a. The meetings of the Zoning Board of Appeals, Plan Commission, Appearance Review Commission, and Historic Preservation Commission are expressly allowed to be held for the purpose of holding the necessary public hearings to process the land use related relief applications currently pending. The Corporation Counsel has drafted an indemnification agreement that is to be executed by each applicant and property owner prior to an electronic public hearing being held. The indemnification agreement is intended to protect the Village from any challenges an interested party may make contesting an electronic public hearing. To date, there is no guidance or caselaw on the lawfulness or the requirements to make such electronic public hearings lawful, so the Village is requiring those applicants that stand to benefit from the public hearing to agree to defend the Village if any such lawsuit were to be filed challenging the sufficiency of an electronic public hearing. This also gives the applicants, who do not want to take any risks without further guidance for an electronic public hearing or until in-person hearings can take place, the opportunity to withdraw or request a postponement of their applications.
  - b. The meetings of the Board of Fire and Police Commissioners, Board of Trustees of the Police Pension Fund and the Board of Trustees of the Firefighters’ Pension Fund are expressly allowed to be held for the purpose of conducting necessary Village business.
  - c. The Village Manager is given authority to convene meetings when, in the Village Manager’s opinion, matters needed for the operations of the Village require immediate action.

2. Waiver of or delay in collection of late fees.

- a. Late fees for Wilmette Vehicle stickers will be imposed on July 31, 2020 instead of May 15, 2020.
- b. Other late fees or a delay in collection in such late fees (including payment plans) may be authorized by the Village Manager.

3. Expansion of outdoor seating for Downtown restaurants.

- a. The Governor recently announced that outdoor dining may be able to take place beginning on or about May 29, 2020. In order to help facilitate the ability of restaurants to provide diners with space to eat while keeping social distancing requirements in place, the Village is looking at ways to expand outdoor seating to additional locations within the Village's Downtown. The Fourth Amended Emergency Declaration gives the Village Manager the authority to expand outdoor seating to Village streets, Village parking lots, and on Village right-of-way even when such area is not directly adjacent to the restaurant. The Fourth Amended Emergency Declaration still requires certain safeguards and requirements to protect the Village from any liability as well as ensures the safe use of the expanded outdoor seating areas.

The Current Emergency Declarations will expire on May 26, 2020, and in order to continue to be in effect, the Village Board must extend it to their next Village Board meeting which is set for June 9, 2020. If for some unforeseen reason the Village Board cannot meet on June 9<sup>th</sup>, the Current Emergency Declarations would extend to the date in which the Village Board does meet.

**Budget Impact**

The business assistance programs contained within the declaration will be funded by General Fund reserves.

**Documents Attached**

1. Resolution #2020-R-30 Extending the Declaration of an Emergency Affecting the Public Health and Wellbeing due to the Outbreak of COVID-19 Virus.

**RESOLUTION NO. 2020-R-30**

**A RESOLUTION EXTENDING THE DECLARATION OF AN EMERGENCY  
AFFECTING THE PUBLIC HEALTH AND WELLBEING DUE TO THE OUTBREAK  
OF COVID-19 VIRUS**

**WHEREAS**, the Village of Wilmette, Cook County, Illinois (the “Village”) is a home rule municipal corporation as provided in Article VII, Section 6 of the 1970 Constitution of the State of Illinois and, pursuant to said constitutional authority, may exercise any power and perform any function pertaining to its government and affairs for the protection of the public health, safety, morals and welfare; which includes declaring emergencies concerning the declaration of local disasters or public health emergencies and providing for the authority of local officials to take such actions as may be necessary to protect the public health, safety and welfare in the event of a disaster or other local emergency; and

**WHEREAS**, State of Illinois Governor JB Pritzker issued a Gubernatorial Disaster Proclamation in response to the outbreak of Coronavirus Disease 2019 (“COVID-19”); and

**WHEREAS**, Governor Pritzker has issued multiple Executive Orders to help combat the spread of COVID-19; and

**WHEREAS**, one of the Executive Orders was issued on April 30, 2020 (April 30, 2020 Executive Order”); and

**WHEREAS**, the April 30, 2020 Executive Order requires face coverings for individuals when social distancing is not able to be maintained; and

**WHEREAS**, the April 30, 2020 Executive Order also requires businesses to provide face coverings to their employees when those employees may come within six feet of another employee or a customer; and

**WHEREAS**, in order to prevent the spread of COVID-19 in the Village, and to protect the residents, business community members, employees and officials of the Village from disease

and death, to help assist businesses in the short term to remain viable and open to the public, to provide the residents with the ability to obtain food items in the safest and most efficient way possible, and to provide the Village's business community with the ability to continue to safely serve patrons as allowed by the Executive Orders, the Village President issued a Declaration of Local Disaster and Public Health Emergency on March 17, 2020, pursuant to Illinois Municipal Code Section 5/11-1-6, the Illinois Emergency Management Agency Act Section 3305/11 and Chapter 2, Article XL of the Village Code; and

**WHEREAS**, on March 24, 2020, the Village Board adopted Resolution 2020-R-17, A Resolution Declaring an Emergency Affecting the Public Health and Wellbeing due to the Outbreak of COVID-19 Virus ("Emergency Declaration") which extended the Village President's Declaration of Local Disaster and Public Health Emergency to April 14, 2020; and

**WHEREAS**, On April 7, 2020, the Village President issued an Amended Declaration of Local Disaster and Public Health Emergency Declaration which mirrored the existing Emergency, but also added provisions for the enforcement of social distancing requirements and prohibitions against gatherings of more than ten people.

**WHEREAS**, the Amended Declaration of Local Disaster and Public Health Emergency also authorized the sale of all alcoholic beverages in a sealed container for pickup or delivery from restaurants within the Village; and

**WHEREAS**, on April 14, 2020, the Village Board adopted Resolution 2020-R-25, A Resolution Extending the Emergency Affecting the Public Health and Wellbeing Due to the Outbreak of COVID-19 Virus which extended the Amended Declaration of Local Disaster and Public Health Emergency to April 28, 2020 or until the Village Board could legally and safely conduct its next Village Board Meeting; and

**WHEREAS**, on April 17, 2020 the Village President issued a Second Amended Declaration of Local Disaster and Public Health Emergency which mirrored the existing Amended Emergency Declaration, but also added provisions of requiring individuals to wear a face covering when inside, whether working or shopping, any business open to the public, or any time an individual is riding in public transportation; and

**WHEREAS**, on April 28, 2020, the Village Board adopted Resolution 2020-R-27, A Resolution Extending the Emergency Affecting the Public Health and Wellbeing Due to the Outbreak of COVID-19 Virus which extended the Second Amended Declaration of Local Disaster and Public Health Emergency to May 12, 2020 or until the Village Board could legally and safely conduct its next Village Board Meeting; and

**WHEREAS**, on May 1, 2020, the Village President issued a Third Amended Declaration of Local Disaster and Public Health Emergency which mirrored the existing Amended Emergency Declaration, except it amended the provisions on the sale of alcoholic beverages by removing restrictions that the sale of alcohol be accompanied with the sale of food; and

**WHEREAS** on May 12, 2020 the Village Board adopted Resolution 2020-R-29, A Resolution Extending the Emergency Affecting the Public Health and Wellbeing Due to the Outbreak of COVID-19 Virus which extended the Third Amended Declaration of Local Disaster and Public Health Emergency to May 26, 2020 or until the Village Board could legally and safely conduct its next Village Board Meeting; and

**WHEREAS**, the Village Board desires to further extend the emergency declaration and provide for additional emergency provisions in a Fourth Amended Emergency Declaration which shall be in effect until its next scheduled meeting.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Wilmette as follows:

**SECTION ONE: Recitals Incorporation.** The above recitals are incorporated into this section one as if fully set forth.

**SECTION TWO: Extension of Local Disaster and Public Health Emergency.** The Fourth Amended Emergency Declaration is hereby adopted and shall be an extension of the Third Amended Emergency Declaration and shall remain in effect to June 9, 2020, which may be further extended by the Village President if the Village Board cannot lawfully and safely conduct its meeting. Such an extension beyond June 9, 2020 shall be made in writing and delivered to the Village Clerk and each Village Trustee and shall be in effect until the Village Board can legally and safely conduct a Village Board meeting. The Fourth Amended Declaration of Local Disaster and Public Health Emergency is attached as Exhibit A.

**SECTION THREE:** This Resolution shall be in full force and effect from and after its passage as provided by law.

**ADOPTED** by the President and Board of Trustees of the Village of Wilmette, Illinois, on the 26<sup>th</sup> day of **May 2020** according to the following roll call vote:

**AYES:**            None.

**NAYS:**            None.

**ABSTAIN:**        None.

**ABSENT:**         None.

\_\_\_\_\_  
Village Clerk

**Approved on May 26, 2020**

\_\_\_\_\_  
Village President

Attest:

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Village Clerk

APPENDIX A

FOURTH AMENDED DECLARATION OF LOCAL DISASTER  
AND PUBLIC HEALTH EMERGENCY – VILLAGE OF WILMETTE

# **Fourth Amended Declaration of Local Disaster and Public Health Emergency Village of Wilmette May 26, 2020**

I, Robert T. Bielinski, do hereby issue this Fourth Amended Declaration of Local Disaster and Public Health Emergency for the Village of Wilmette, this 19<sup>th</sup> day of May 2020 (“Fourth Amended Declaration”).

## Introduction

WHEREAS, the Village President issued a Declaration of Local Disaster and Public Health Emergency on March 17, 2020 (“Declaration”) in response to the outbreak of Coronavirus Disease 2019 (“COVID-19”); and

WHEREAS, the Village President issued an Amended Declaration of Local Disaster and Public Health Emergency on April 7, 2020 (“Amended Declaration”); and

WHEREAS, the Village President issued a Second Amended Declaration of Local Disaster and Public Health Emergency on April 17, 2020 (“Second Amended Declaration”); and

WHEREAS, the Village President issued a Third Amended Declaration of Local Disaster and Public Health Emergency on May 1, 2020 (“Third Amended Declaration”); and

WHEREAS, the Village Board approved and extended the Third Amended Declaration to May 26, 2020; and

WHEREAS, since that time COVID-19 has continued to spread; and

WHEREAS, Governor Pritzker has issued multiple additional Executive Orders (“Executive Orders”), since the Declaration was issued, to help combat the spread of COVID-19; and

WHEREAS, as part of those Executive Orders, Governor Pritzker has issued stay-at-home orders, social distancing requirements, closed all public and private schools, closed all non-essential business, and prohibited gatherings of more than 10 people; and

WHEREAS, the Executive Orders authorize the local governments to help enforce the social distancing requirements and the restrictions on gatherings over 10 people; and

WHEREAS, in order to prevent the spread of COVID-19 in the Village, and to protect the residents, business community members, employees and officials of the Village from disease and death, the Village residents shall comply with and follow the Executive Orders’ requirements of social distancing; and

WHEREAS, since the Amended Declaration was issued, the Centers for Disease Control and Prevention (“CDC”) has issued guidance and recommendations that the use

of a cloth face covering in public settings where other social distancing measures are difficult to maintain (e.g. grocery stores) will help slow the spread of COVID-19; and

WHEREAS, since the Second Amended Declaration was issued, Governor Pritzker issued another Executive Order extending the stay at home requirements through the month of May, as well as the provisions of the previously issued Executive Orders to May 29, 2020.

WHEREAS, in order to further prevent the spread of COVID-19 in the Village, and to protect the residents, business community members, employees and officials of the Village from disease and death, the Village residents shall comply with and follow the Executive Orders in regards to face coverings; and

WHEREAS, in order to further prevent the spread of COVID-19 in the Village, and to protect the residents, business community members, employees and officials of the Village from disease and death, to provide the residents with ability to obtain food items in the safest and most efficient way possible, and to provide the Village's business community with the ability to continue to safely serve patrons as allowed by the Executive Orders, I find it necessary to issue this Fourth Amended Declaration to implement emergency regulations and orders, all as set forth in the Fourth Amended Declaration.

#### Statement of Authority

This Fourth Amended Declaration is issued pursuant to the authority vested in the office of Village President by the Illinois Municipal Code Section 5/11-1-6, the Illinois Emergency Management Agency Act Section 3305/11 and Chapter 2, Article XL of the Village Code.

#### Declaration

I hereby declare that a local disaster and public health emergency exists in the Village of Wilmette, for the reasons set forth in this Fourth Amended Declaration.

#### Emergency Regulations and Orders

I hereby direct and order the following:

1. *Emergency Purchasing.* Pursuant to Section 6-132 (Emergency Procurement) of the Village Code, the Village Manager shall make emergency purchases as necessary under the circumstances without prior approval from the Village Board. Any such purchases, over the Village Manager's purchasing authority, shall be submitted to the President and Board of Trustees for ratification at their next regular meeting.
2. *Emergency Staffing.* The Village Manager may implement such emergency staffing protocols and procedures as may be necessary for the preservation of the public health and safety, and for the preservation of the health of Village employees. The Village Manager is authorized to implement alternative staffing protocols, procedures, and shifts for the Village's various departments, including the Village's Police Department and Fire Department. The Village Manager is also authorized to hire any personnel or engage a consultant on a

temporary basis needed to preserve the health, safety and welfare of the Village's residents.

3. *Closure of Public Buildings to the Public.* The Village's owned and operated buildings, except the front lobby of the Village's police department, shall be closed to the general public.
4. *Meeting Cancellation/Postponement.* The Village Manager shall cancel or postpone, to the extent possible and feasible, all regularly scheduled public meetings for the duration of the disaster declaration. Pursuant to the Executive Orders, all necessary and required meetings may be held electronically and shall only have agenda items that require immediate action by the relevant board, committee or commission. Such meetings shall attempt to comply with the encouragements stated in the Executive Orders when holding electronic meetings. A summary of all meetings shall be posted on the Village's website within 48 hours from the conclusion of said meeting.

*Meetings of the Zoning Board of Appeals, Plan Commission, Appearance Review Commission, and Historic Preservation Commission.*

The meetings of the Zoning Board of Appeals, Plan Commission, Appearance Review Commission, and Historic Preservation Commission (collectively referred to as "Board and Commissions") are deemed necessary and required to further conduct business of the Village and may be held electronically. These electronic meetings may be held on dates and at times that differ than the regularly scheduled meetings of the respective Board and Commissions. Pending applications before such Board and Commissions that require immediate action in the discretion of the respective Board and Commissions may be heard at an electronic public meeting pursuant to this Fourth Amended Declaration.

The public hearing for each application may be held electronically when an applicant has requested to proceed with its application and has executed an indemnification agreement provided by the Village ("Indemnification Agreement"). The Community Development Director is authorized to execute the Indemnification Agreement on behalf of the Village.

Each chair of the respective Board and Commissions, along with the Village's Corporation Counsel and the respective Village staff liaison, may develop temporary Rules of Order designed to promote an efficient and orderly electronic meeting and electronic public hearing. The temporary Rules of Order will be submitted for adoption before the respective Board and Commissions for their approval. The temporary Rules of Order shall supersede any contradictory provisions of the Village Code or contradictory provisions of any previously adopted rules of order of the respective Board and Commissions.

### *Meetings of the Board of Fire and Police Commissioners*

The meetings of the Board of Fire and Police Commissioners are deemed to be necessary and required to further conduct business of the Village and may be held electronically. The agenda items for said meetings in relation to the hiring of a police officer or firefighter require immediate action and may be placed upon the Board of Fire and Police Commissioners' agenda. Other agenda items may be placed upon an agenda and be heard at an electronically held public meeting in the discretion of the Village Manager.

### *Meetings of the Board of Trustees of the Police Pension Fund and the Board of Trustees of the Firefighters' Pension Fund.*

The meetings of the Board of Trustees of the Police Pension Fund and the Board of Trustees of the Firefighters' Pension Fund are deemed to be necessary and required to further conduct business of the Village and may be held electronically. The agenda items for said meetings in relation to the operation and management of the respective pension funds require immediate action and may be placed upon the appropriate Board's agenda. Other agenda items may be placed upon an agenda and be heard at an electronically held public meeting in the discretion of the Village Manager.

### *Other Meetings.*

The Village Manager is authorized to convene a meeting of the appropriate board, committee, or commission and place any items on an agenda for review by the appropriate board, committee, or commission, when in the Village Manager's opinion such matters pose an immediate need to the operations of the Village.

### *5. Social Distancing, Groups of More than Ten People Prohibited, Face Coverings.*

- A. To the extent individuals are using shared or outdoor spaces when outside their residence, they must at all times and as much as reasonably possible maintain social distancing of at least six feet from any other person.
- B. Gatherings of more than ten people is prohibited unless exempted by one or more of the Executive Orders.
- C. Any individual who is over age two and able to medically tolerate a face-covering (a mask or cloth face-covering) shall be required to cover their nose and mouth with a face-covering when in a public place and unable to maintain a six-foot social distance. Face-coverings are required in public indoor spaces such as stores.

Businesses designated as Essential Businesses and Operations (as defined by the April 30, 2020 Executive Order) and businesses not designated as Essential Businesses and Operations that are engaged in Minimum Basic Operations (as defined by the April 30, 2020 Executive Order) shall provide face coverings to all employees who are not able to maintain a minimum six-foot social distance at all times.

6. *Suspension of Certain Village Regulations.*

- A. The Village shall authorize the curbside pickup or the offsite delivery of alcoholic beverages to patrons for all Village of Wilmette liquor licensed establishments where consumption of alcohol can take place on such premises (“Licensee”) in the following manner:
1. the Licensee may offer for sale alcoholic beverages contained in sealed containers as otherwise allowed by law; and
  2. the Licensee may offer for sale beer from a tap in a Growler or Crowler (whether manufactured at the establishment or sold for resale) for consumption off site. All Growlers and Crowlers must be properly sealed and sanitized as required by the Illinois Liquor Control Act.
  3. the alcoholic beverages cannot be delivered, sold, or possessed by anyone under the age of 21; and
  4. the Licensee’s employee or agent must first obtain adequate proof of age from the patron that ordered the alcoholic beverage prior to that patron receiving that alcoholic beverage.
- B. The Village Manager may authorize the expansion of outdoor seating upon public right-of-way, Village streets, and Village owned property. The Village Manager may close Village streets and Village owned parking lots to vehicular traffic for the purposes of allowing outdoor seating for restaurants located in the Village’s Downtown.

All current Village of Wilmette Outdoor Restaurant Seating and Cooking Licenses (“License”) shall remain in effect except the number of tables and seating may be reduced pursuant to Social Distancing requirements. All existing and new Licenses must comply with the Social Distancing requirements imposed by the Executive Orders.

The Village shall waive the application and fee requirements of the Licenses for new outdoor seating requests or when the existing outdoor seating area is expanded beyond the grant of authority under existing Licenses and shall allow for the expansion of outdoor seating for restaurants located within the Village’s Downtown pursuant to the following regulations and rules:

1. Licensees shall execute an agreement to indemnify, defend, and hold harmless the Village for any and all claims for liability or damages arising from the operation of the outdoor restaurant seating area. The Village Manager is authorized to execute this agreement on behalf of the Village.
  2. Licensees shall provide the Village with a certificate of general liability insurance, workers compensation insurance, and, if applicable, dram shop insurance for the new or expanded outdoor seating area. The amount of required liability coverage shall be in an amount not less than \$2,000,000.00 combined single limit per occurrence for bodily injury, property damage and personal injury with a general aggregate of \$4,000,000.00 limit. The Village shall be named as an additional insured on a primary and non-contributory basis under the policy or coverage by original endorsement signed by a person authorized to bind coverage.
  3. Outdoor seating shall only be granted to an operator of business that holds a valid Village of Wilmette Category I and II Food Handler License.
  4. No outdoor keeping or storage of food or beverages to be served shall be permitted. No open keeping or storage of used dishes, utensils or food scraps shall be permitted. Self-closing outside trash containers shall be provided as required by the Village.
  5. Operation of outdoor restaurant seating areas not located in a Village street shall be permitted only at such times as the main place of business is open, and in no event before 6:00 a.m. or after 11:00 p.m. The hours for outdoor seating that is located on a Village street or Village parking lot shall be determined by the Village Manager.
  6. No animals, except those assisting the disabled, shall be allowed in the outdoor restaurant seating or cooking area.
  7. The sale and consumption of alcoholic beverages in the outdoor seating area shall be restricted by the liquor license governing the restaurant. Any outdoor seating area where alcoholic beverages are sold or consumed shall be clearly delineated and shall be supervised at all times by an employee of the restaurant. No alcoholic beverages may be removed from the outdoor seating area, except to the interior of the restaurant.
  8. The licensee shall remove all tables, chairs, stands, and other equipment or furnishings at the conclusion of operating hours every day.
  9. No electrical appliances or conductors, open flame devices, petroleum products or other flammable liquids, other than candles or lanterns of a type approved by the Village Manager, shall be placed or kept in the outdoor seating area.
- C. The Village shall waive the application and permit requirements needed to allow for curb loading zones and install signage for such loading zones next to or in close proximity of a Licensee's front door. This loading zone shall be used for patrons to be able to easily receive and pay curbside for purchases of menu items from the Licensee.

- D. The Village shall not issue any permits for solicitors, public demonstrations when such demonstrations may include ten (10) or more people, or a temporary use for the purpose of holding a special event if such event will include ten (10) or more people.
- E. The 100 percent increase to the amount of the vehicle license fee or tax that is imposed on May 15, 2020 pursuant to Section 14-54 of the Wilmette Village Code shall be delayed and shall be imposed on July 31, 2020. This provision shall apply retroactively to May 15, 2020 and shall survive any termination or expiration of this emergency declaration.
- F. The Village Manager shall have the authority to delay collection or institute a payment plan for any fees imposed for Village permits, licenses, and utilities. The Village Manager shall have the authority to waive late fees or delay imposition of late fees for all late fees imposed for Village permits, licenses, and utilities.

#### Duration of Local Disaster Declaration

The Village, based upon the public gathering guidelines of the federal and state governments, and pursuant to the encouragement of public bodies to postpone consideration of public business when possible per the Executive Orders and, in accordance with this Fourth Amended Declaration, the Village Board will not be able to physically meet at its next regularly scheduled Village Board meeting. The Village Manager is directed and authorized to schedule an electronic meeting for May 26, 2020, unless doing so is unfeasible, then such an electronic meeting shall be held as soon as practically possible thereafter.

Therefore, pursuant to Section 2-1124 of the Village Code, this Fourth Amended Declaration herein shall be in effect until such time as the Village Board shall conduct its next meeting.

Signed and sealed with the official seal of the Village of Wilmette on this 26<sup>th</sup> day of May 2020.

By:

\_\_\_\_\_  
Robert T. Bielinski,  
Village President – Village of Wilmette

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Village Seal



## Village Manager’s Office

**SUBJECT:** Approval of Economic Relief Grant Expenditures

**MEETING DATE:** May 26, 2020

**FROM:** Erik Hallgren, Assistant Village Manager

<b>BUDGET IMPACT:</b>	Total Economic Relief Program Budget:	\$531,000.00
	<u>Total Economic Relief Program Expense:</u>	<u>\$247,613.67</u>
	Total Remaining Funds:	\$283,386.33

*This agenda item is deemed a matter of necessity and must be heard at this time to approve the economic relief grants. Approval of grant expenses are required at each Village Board meeting per Section 5 of Resolution 2020-R-17 and Section 3 of Resolution 2020-R-25 relating to the emergency declaration.*

### **Background**

The Village of Wilmette recognizes that coronavirus (COVID-19) has put a substantial burden on the Village’s small business community. The Governor of Illinois issued a ‘Stay at Home’ order that started on Saturday, March 21 and is expected to remain in effect for the duration of the Gubernatorial Disaster Proclamation. This order which requires all “non-essential” businesses to close and prevents other businesses such as restaurants from operating as they typically do (carryout, curbside pick-up, and delivery only), will continue to place economic pressure on the Wilmette business community.

To combat the economic impact of COVID-19, the Village Board approved an economic relief program on Tuesday, March 24, 2020 in the amount of \$375,000. On Tuesday, April 14, the Village Board approved extending the economic relief program to service based businesses in the Village in the amount of \$156,000. Combined the two programs offer \$531,000 in grants to local businesses. The intent of the economic relief program is to provide immediate assistance to support small businesses impacted by the current public health crisis. Eligible local businesses can use these grants for short-term financial needs such as payroll, paying vendors, and paying suppliers. The program has the intent of preserving the Wilmette business community and local economy.

### **Discussion**

Included in this request for approval of economic relief grant expenditures are applications that were submitted and processed through May 18, 2020. Applications submitted and processed after this date will be included in future expenditure approval requests.