



Village Manager’s Office

SUBJECT: Approval of Economic Relief Grant Expenditures

MEETING DATE: May 12, 2020

FROM: Erik Hallgren, Assistant Village Manager

BUDGET IMPACT:	Total Economic Relief Program Budget:	\$531,000.00
	<u>Total Economic Relief Program Expense:</u>	<u>\$242,944.61</u>
	Total Remaining Funds:	\$288,055.39

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 4, 2020. Applications submitted and processed after this date will be included in future expenditure approval requests.

Sales Tax Rebate Grant Program

Through Monday, May 4, there were a total of sixty-five (65) applications, which were all reviewed by staff. Fifty-five (55) applications have been approved for disbursement; This disbursement requests includes five (5) applications, the other applications were approved by the Village Board at prior meetings. There has been a total of \$212,069.03 approved through the sales tax program, with \$15,356.52 included in this disbursement request.

Service Business Grant Program

Through Monday, May 4, there were a total of thirty-two (32) applications, which were all reviewed by staff. Twenty-six (26) applications have been approved for disbursement. This disbursement requests includes twenty-one (21) applications, the other applications were approved by the Village Board at prior meetings. There has been a total of \$30,875.58 approved through the sales tax program, with \$24,977.03 included in this disbursement request.

This total amount included in this approval of expenditures for the two rebate programs is \$40,333.55. Attachment #1 includes a summary of the businesses receiving grants through both programs.

Program Updates

Staff has continued to receive feedback about the grant program. There have been several inquiries from franchise businesses seeking to be eligible for the program. Additionally, staff has received applications from several gas stations with the statement that they do not have franchise agreements but rather supply or distribution agreements. When drafting the program rules for the sales tax rebate grant, staff did not have the intent of disbursing funds to gas stations. To protect the Village against these unforeseen scenarios staff included in the Terms and Conditions of the program rules the following statement, *"The Grant Program shall be administered in the sole discretion of the Village and nothing in this program creates a right to any business to receive any funds or creates an obligation of the Village to expend any funds."* Therefore, staff will be updating the program rules to explicitly exclude gas stations from program eligibility.

Budget Impact

The economic relief grant programs are funded by General Fund reserves. The below chart shows the breakdown of budget and expense for each grant program.

	Budget	Expense	Remaining
Sales Tax Rebate Grant	\$375,000	\$212,069.03	\$162,930.97
Service Business Grant	\$156,000	\$30,875.58	\$125,124.42
Totals	\$531,000	\$242,944.61	\$288,055.39

Attachments

1. Listing of Business Grants
2. Accounts Payable Warrant 042920-1, dated April 29, 2020 - \$30,606.65
3. Accounts Payable Warrant 050620-1, dated May 6, 2020 - \$9,726.90

SALES TAX GRANT PROGRAM

Business Name	Amount	Disbursement
Yogaview	548.46	040120-2 APPROVED
Love's Yogurt	816.90	040120-2 APPROVED
Salon Fusion	979.30	040120-2 APPROVED
Fuel	1,268.00	040120-2 APPROVED
Ross Wetzel Studio	1,458.70	040120-2 APPROVED
Bella Cosa Jewelers	1,935.37	040120-2 APPROVED
Thai Inbox	3,071.85	040120-2 APPROVED
Hanig's Footwear	3,204.77	040120-2 APPROVED
Kashian Bros	3,479.37	040120-2 APPROVED
Yellow Bird	5,721.35	040120-2 APPROVED
Nick's Neighborhood Bar & Grill	7,306.95	040120-2 APPROVED
Homer's Ice Cream, Inc	7,313.78	040120-2 APPROVED
Heart Auto Care	7,829.92	040120-2 APPROVED
Napolita Pizzeria & Wine Bar	9,988.77	040120-2 APPROVED
Convito Café & Market	14,663.67	040120-2 APPROVED
Pescadero Seafood & Oyster Bar	16,168.92	040120-2 APPROVED
Wilmette Theater	442.05	040820-1 APPROVED
Shabahang Royal Carpet	1,016.96	040820-1 APPROVED
H. Marion Framing Studio	1,091.21	040820-1 APPROVED
Hubba Hubba	1,411.10	040820-1 APPROVED
Gordon Salon	1,432.25	040820-1 APPROVED
Wilmette Flowers	1,444.45	040820-1 APPROVED
JP McCarthy's Pizza & Grill	1,853.75	040820-1 APPROVED
Irving's For Red Hot Lovers	2,257.40	040820-1 APPROVED
John Plunkett Interiors	2,663.70	040820-1 APPROVED
Lambrecht's Jewelers	2,700.65	040820-1 APPROVED
Village Audio Video	3,731.75	040820-1 APPROVED
Wilmette Auto Body	4,580.30	040820-1 APPROVED
Torino Ramen	4,811.61	040820-1 APPROVED
The Noodle Café	5,397.55	040820-1 APPROVED
Complete Birkenstock	5,942.54	040820-1 APPROVED
Depot Nuevo	7,346.10	040820-1 APPROVED
The Backyard Barbecue Store	10,966.04	040820-1 APPROVED
Akai Hana	10,249.20	041520-1 APPROVED
Al's Meat	1,939.05	041520-1 APPROVED
Fuenfer Jewelers	6,987.20	041520-1 APPROVED
Valley Lodge	10,355.44	041520-1 APPROVED
Velosmith	2,936.00	041520-1 APPROVED
Ridgeview Grill	6,428.60	041520-1 APPROVED
Exhibit	607.15	041520-1 APPROVED
Chuck Wagon	597.90	041520-1 APPROVED
Mona Lisa Stone & Tile	766.55	041520-1 APPROVED
Vibrato	2,194.23	041520-1 APPROVED
Akira Sushi	1,295.88	042220-3 APPROVED
Alchemy	1,082.21	042220-3 APPROVED
Cigary	1,312.19	042220-3 APPROVED
DDK Kitchen Design	1,509.53	042220-3 APPROVED
Hotcakes	1,242.44	042220-3 APPROVED
Morning Glory	1,355.45	042220-3 APPROVED
Trendy Taco	1,008.00	042220-3 APPROVED
Rouzati Rugs	1,248.83	042920-1
Chantilly Lace	4,504.62	042920-1
Rolf Salon	339.98	042920-1
The Big Tomato Pizza	370.06	50620-1
AO Sushi	8,893.03	50620-1
TOTAL	\$ 212,069.03	

SERVICE BUSINESS GRANT PROGRAM

Business Name	Amount	Disbursement
Salon Fusion	1,500.00	042220-3 APPROVED
Center for Oriental Medicine	1,500.00	042220-3 APPROVED
Jon Kailey Salon	1,056.42	042220-3 APPROVED
OutatTime	342.13	042220-3 APPROVED
Wilmette Massage Therapy	1,500.00	042220-3 APPROVED
North Shore Music	619.49	042920-1
Hot Cuts	818.58	042920-1
Tres Bien Nails & Spa	1,151.45	042920-1
Dimavera	1,169.30	042920-1
Dog Wash	1,500.00	042920-1
Forever Young Nails	1,500.00	042920-1
Pilates Central	1,500.00	042920-1
Personal Fitness Training	1,500.00	042920-1
Top Spa Nails	698.50	042920-1
Wilmette Auto Care	1,500.00	042920-1
Northwest Passage	1,500.00	042920-1
Studio North Academy of the Performing Arts	1,500.00	042920-1
Shawn Mossell/Wilmette Hypnosis Center & Massage	293.53	042920-1
Redefined Fitness	1,500.00	042920-1
Staley Martial Arts	917.83	042920-1
Music Theater Works	1,500.00	042920-1
Friendly Nails	844.54	042920-1
CrossFit Wilmette	1,500.00	042920-1
Organic Nails & Spa	1,500.00	042920-1
Gold Medal Cleaners	1,500.00	042920-1
Reavy Fitness	463.81	50620-1
TOTAL	\$ 30,875.58	

PAID WARRANT REPORT

WARRANT: 042920-1

TO FISCAL 2020/04 01/01/2020 TO 12/31/2020

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
4585 LARISA OLSON	90592	04/28/20	124376		74362	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	4,504.62
	INVOICE:	4585-042820								
VENDOR TOTALS			4,504.62	YTD INVOICED				4,504.62	YTD PAID	4,504.62
4564 JDP FITNESS, LLC	90572	04/28/20	124356		74363	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE:	4564-042820								
VENDOR TOTALS			1,500.00	YTD INVOICED				1,500.00	YTD PAID	1,500.00
4565 DIMAVERA HAIR SALON	90573	04/28/20	124357		74364	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,169.30
	INVOICE:	4565-042820								
VENDOR TOTALS			1,169.30	YTD INVOICED				1,169.30	YTD PAID	1,169.30
4566 THE DOG WASH ACQUISITION CORP.	90574	04/28/20	124358		74365	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE:	4566-042820								
VENDOR TOTALS			1,500.00	YTD INVOICED				1,500.00	YTD PAID	1,500.00
4567 STELLA CHOI	90575	04/28/20	124359		74366	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE:	4567-042820								
VENDOR TOTALS			1,500.00	YTD INVOICED				1,500.00	YTD PAID	1,500.00
4568 FRIENDLY NAILS & SPA, LLC	90576	04/28/20	124360		74367	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	844.54
	INVOICE:	4568-042820								
VENDOR TOTALS			844.54	YTD INVOICED				844.54	YTD PAID	844.54
9090 GOLD MEDAL CLEANERS	90577	04/28/20	124361		74368	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE:	9090-042820								
VENDOR TOTALS			1,500.00	YTD INVOICED				1,500.00	YTD PAID	1,500.00
4569 HOT CUTS PLUS, INC.	90578	04/28/20	124362		74369	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	818.58
	INVOICE:	4569-042820								
VENDOR TOTALS			818.58	YTD INVOICED				818.58	YTD PAID	818.58
4570 MUSIC THEATER WORKS	90579	04/28/20	124363		74370	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE:	4570-042820								

PAID WARRANT REPORT

WARRANT: 042920-1

TO FISCAL 2020/04 01/01/2020 TO 12/31/2020

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4571 NORTH SHORE MUSIC, INC.	90580	04/28/20	124364		74371	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	619.49
	INVOICE: 4571-042820									
VENDOR TOTALS				619.49	YTD INVOICED			619.49	YTD PAID	619.49
4572 THE NORTHWEST PASSAGE OUTING CLUB, INC.	90581	04/28/20	124365		74372	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE: 4572-042820									
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4573 ORGANIC NAILS, INC.	90582	04/28/20	124366		74373	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE: 4573-042820									
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4584 PD WILMETTE AUTO CARE, LLC.	90591	04/28/20	124375		74374	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE: 4584-042820									
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4574 PERSONAL FITNESS TRAINING, LTD.	90583	04/28/20	124367		74375	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE: 4574-042820									
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4577 PILATES CENTRAL, INC.	90584	04/28/20	124368		74376	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE: 4577-042820									
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4578 RE-DEFINED FITNESS, INC.	90585	04/28/20	124369		74377	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE: 4578-042820									
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4586 ROLF SALON	90593	04/28/20	124377		74378	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	339.98
	INVOICE: 4586-042820									
VENDOR TOTALS				339.98	YTD INVOICED			339.98	YTD PAID	339.98

PAID WARRANT REPORT

WARRANT: 042920-1

TO FISCAL 2020/04 01/01/2020 TO 12/31/2020

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
4587 ROUZATI RUGS, INC.	90594	04/28/20	124378		74379	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,248.83
	INVOICE: 4587-042820									
VENDOR TOTALS				1,248.83	YTD INVOICED			1,248.83	YTD PAID	1,248.83
4580 STALEY MARTIAL ARTS, LLC	90587	04/28/20	124371		74380	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	917.83
	INVOICE: 4580-042820									
VENDOR TOTALS				917.83	YTD INVOICED			917.83	YTD PAID	917.83
4581 STUDIO NORTH ACADEMY OF THE PERFORMING ARTS	90588	04/28/20	124372		74381	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,500.00
	INVOICE: 4581-042820									
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
4582 TOP SPA NAILS, P.C.	90589	04/28/20	124373		74382	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	698.50
	INVOICE: 4582-042820									
VENDOR TOTALS				698.50	YTD INVOICED			698.50	YTD PAID	698.50
4583 TRES BIEN NAILS & SPA, INC.	90590	04/28/20	124374		74383	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	1,151.45
	INVOICE: 4583-042820									
VENDOR TOTALS				1,151.45	YTD INVOICED			1,151.45	YTD PAID	1,151.45
4579 SHAWN MOSSELL	90586	04/28/20	124370		74384	P	04/29/20	11191060 449500	CONTINGENCY - REGULAR	293.53
	INVOICE: 4579-042820									
VENDOR TOTALS				293.53	YTD INVOICED			293.53	YTD PAID	293.53
REPORT TOTALS										30,606.65

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	23	30,606.65

** END OF REPORT - Generated by Lucy Pristovnik **

PAID WARRANT REPORT

WARRANT: 050620-1

TO FISCAL 2020/05 01/01/2020 TO 12/31/2020

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
4603 SEA RANCH, INC.	90731	05/05/20	124516		74441	P	05/06/20	11191060 449500	CONTINGENCY - REGULAR	8,893.03
	INVOICE: 4603-050520									
VENDOR TOTALS				8,893.03	YTD INVOICED			8,893.03	YTD PAID	8,893.03
2178 AL MARTINEZ, INC.	90732	05/05/20	124517		74442	P	05/06/20	11191060 449500	CONTINGENCY - REGULAR	370.06
	INVOICE: 2178-050520									
VENDOR TOTALS				370.06	YTD INVOICED			370.06	YTD PAID	370.06
4604 FITLIFE TRAINING, INC.	90733	05/05/20	124518		74443	P	05/06/20	11191060 449500	CONTINGENCY - REGULAR	463.81
	INVOICE: 4604-050520									
VENDOR TOTALS				463.81	YTD INVOICED			463.81	YTD PAID	463.81
REPORT TOTALS										9,726.90

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	3	9,726.90

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