



Village Manager’s Office

SUBJECT: Approval of Economic Relief Grant Expenditures

MEETING DATE: May 26, 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>\$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.

Sales Tax Rebate Grant Program

Through Monday, May 18, there were a total of sixty-eight (68) applications, which were all reviewed by staff. Fifty-eight (58) applications have been approved for disbursement; This disbursement requests includes three (3) applications, the other applications were approved by the Village Board at prior meetings. There has been a total of \$214,733.78 approved through the sales tax program, with \$2,664.75 included in this disbursement request.

Service Business Grant Program

Through Monday, May 4, there were a total of thirty-three (33) applications, which were all reviewed by staff. Twenty-nine (29) applications have been approved for disbursement. This disbursement requests includes three (3) applications, the other applications were approved by the Village Board at prior meetings. There has been a total of \$32,879.89 approved through the grant program, with \$2,004.31 included in this disbursement request.

This total amount included in this approval of expenditures for the two rebate programs is \$4,669.06. Attachment #1 includes a summary of the businesses receiving grants through both programs.

Program Updates

Staff has continued to monitor the number of applications for each of the grant programs. The sales tax rebate program has been in place for 9 weeks and the service business grant program has been in place for 6 weeks. In each of the programs the number of applications has gradually declined after the first several weeks of the application period. Based upon Village Board discussion of the grant programs, staff included a stipulation in the program rules that would allow the Village Board to revisit the grant program and determine if the maximum value of the grants should be increased.

Based upon the current application and disbursement rate, staff recommends allowing two additional weeks to allow for additional applications to be submitted. At the June 9, 2020 Village Board meeting, staff recommends a review of the program guidelines and maximum value of the grants.

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	\$214,733.78	\$160,266.22
Service Business Grant	\$156,000	\$32,879.89	\$123,120.11
Totals	\$531,000	\$247,613.67	\$283,386.33

Attachments

1. Listing of Business Grants
2. Accounts Payable Warrant 051320-4, dated May 13, 2020 - \$4,669.06

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
Haniq'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 APPROVED
Chantilly Lace	4,504.62	042920-1 APPROVED
Rolf Salon	339.98	042920-1 APPROVED
The Big Tomato Pizza	370.06	050620-1 APPROVED
AO Sushi	8,893.03	050620-1 APPROVED
Tsing Tao	2,011.95	051320-4
Golden Berry	609.90	051320-4
John's Shoes	42.90	051320-4
TOTAL	\$214,733.78	

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 APPROVED
Hot Cuts	818.58	042920-1 APPROVED
Tres Bien Nails & Spa	1,151.45	042920-1 APPROVED
Dimavera	1,169.30	042920-1 APPROVED
Dog Wash	1,500.00	042920-1 APPROVED
Forever Young Nails	1,500.00	042920-1 APPROVED
Pilates Central	1,500.00	042920-1 APPROVED
Personal Fitness Training	1,500.00	042920-1 APPROVED
Top Spa Nails	698.50	042920-1 APPROVED
Wilmette Auto Care	1,500.00	042920-1 APPROVED
Northwest Passage	1,500.00	042920-1 APPROVED
Studio North Academy of the Performing Arts	1,500.00	042920-1 APPROVED
Shawn Mossell/Wilmette Hypnosis Center & Massage	293.53	042920-1 APPROVED
Redefined Fitness	1,500.00	042920-1 APPROVED
Staley Martial Arts	917.83	042920-1 APPROVED
Music Theater Works	1,500.00	042920-1 APPROVED
Friendly Nails	844.54	042920-1 APPROVED
CrossFit Wilmette	1,500.00	042920-1 APPROVED
Organic Nails & Spa	1,500.00	042920-1 APPROVED
Gold Medal Cleaners	1,500.00	042920-1 APPROVED
Reavy Fitness	463.81	050620-1 APPROVED
J&J Cleaners	590.05	051320-4
Actor's Training Center	1,149.62	051320-4
John's Shoes	264.64	051320-4
TOTAL	\$ 32,879.89	

Paid Warrant Report #: 051320-4

Checks prepared on: 5/13/20

Check range: 74949 to 74553

Number of checks: 5

Number of invoices paid in warrant: 6

Total amount of check batch: \$ 4669.06

I have reviewed the accompanying Warrant Report and approve the checks to be issued.

Village Manager

PAID WARRANT REPORT

WARRANT: 051320-4

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	
4617 ACTORS TRAINING CENTER	90863	05/12/20	124649		74549	P	05/13/20	11191060 449500	CONTINGENCY - REGULAR	1,149.62
	INVOICE: 4617-051220									
VENDOR TOTALS				1,149.62	YTD INVOICED			1,149.62	YTD PAID	1,149.62
4615 GOLDEN BERRY, INC.	90860	05/12/20	124646		74550	P	05/13/20	11191060 449500	CONTINGENCY - REGULAR	609.90
	INVOICE: 4615-051220									
VENDOR TOTALS				609.90	YTD INVOICED			609.90	YTD PAID	609.90
4618 J&J CLEANERS	90864	05/12/20	124650		74551	P	05/13/20	11191060 449500	CONTINGENCY - REGULAR	590.05
	INVOICE: 4618-051220									
VENDOR TOTALS				590.05	YTD INVOICED			590.05	YTD PAID	590.05
4616 JOHN KATSIBRINAKIS	90861	05/12/20	124647		74552	P	05/13/20	11191060 449500	CONTINGENCY - REGULAR	42.90
	INVOICE: 4616-051220									
	90865	05/12/20	124651		74552	P	05/13/20	11191060 449500	CONTINGENCY - REGULAR	264.64
	INVOICE: 4616-051220-1									
VENDOR TOTALS				307.54	YTD INVOICED			307.54	YTD PAID	307.54
1703 NORTH CHINA MANDARIN RESTAURANT, INC.	90862	05/12/20	124648		74553	P	05/13/20	11191060 449500	CONTINGENCY - REGULAR	2,011.95
	INVOICE: 1703-051220									
VENDOR TOTALS				2,011.95	YTD INVOICED			2,011.95	YTD PAID	2,011.95
REPORT TOTALS										4,669.06

TOTAL PRINTED CHECKS	COUNT	AMOUNT
	5	4,669.06

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