



Village Manager's Office

SUBJECT: Approval of Sales Tax Grant Program Expenditures

MEETING DATE: April 14, 2020

FROM: Erik Hallgren, Assistant Village Manager

BUDGET IMPACT:

Program Budget:	\$ 375,000.00
Program Expense:	\$ 85,756.08
Remaining Funds:	\$ 289,243.92

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, which currently extends through April 30, 2020. 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. The intent of the economic relief program is to provide immediate assistance to support small businesses such as restaurants, retail stores and other local merchants impacted by the current public health crisis. This economic relief program rebates a portion of the Village's share of municipal sales tax to eligible local businesses and can be used 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

The application process for the economic relief program opened on Thursday, March 26 and has been promoted through a variety of means including direct emails, coordination with the Chamber of Commerce, social, media, E-News, press releases, and posting to the Village website.

Included in this sales tax grant program expenditures approval request are applications that were submitted and processed through March 31, 2020. Applications submitted and processed after this date will be included in future expenditure approval requests.

Through Tuesday, March 31, there were a total of twenty-two (22) applications, which were all reviewed by staff. Sixteen (16) applications were approved for disbursement and are included in this approval request. Two (2) of the applications were returned to the applicant for additional information and four (4) of the applications were denied based upon program eligibility requirements. Checks for the sixteen (16) eligible applications were processed and sent to the businesses on April 3, 2020.

The businesses that are included in this expenditure approval request include:

Business Name	Amount
Homer's Ice Cream, Inc	\$7,313.78
Hanig's Footwear	\$3,204.77
Bella Cosa Jewelers	\$1,935.37
Convito Café & Market	\$14,663.67
Fuel	\$1,268.00
Heart Auto Care	\$7,829.92
Kashian Bros	\$3,479.37
Love's Yogurt	\$ 816.90
Napolita Pizzeria & Wine Bar	\$9,988.77
Nick's Neighborhood Bar & Grill	\$7,306.95
Pescadero Seafood & Oyster Bar	\$16,168.92
Ross Wetzel Studio	\$1,458.70
Salon Fusion	\$979.30
Thai Inbox	\$3,071.85
Yellow Bird	\$5,721.35
Yogaview	\$548.46
TOTAL	\$85,756.08

Budget Impact

The sales tax rebate program is funded by General Fund reserves. Of the original \$375,000 program, \$85,756.08 have been expended. The remaining authorized funds in the economic relief program total \$289,243.92.

Attachments

1. Accounts Payable Warrant 040120-2, dated March 31, 2020

PAID WARRANT REPORT

WARRANT: 040120-2

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	
4502 BELLA COSA, INC.	90090	03/31/20	123870		74084	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	1,935.37
	INVOICE:	4502-033120								
VENDOR TOTALS			1,935.37	YTD INVOICED				1,935.37	YTD PAID	1,935.37
4504 BETISE, INC	90091	03/31/20	123871		74085	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	14,663.67
	INVOICE:	4504-033120								
VENDOR TOTALS			14,663.67	YTD INVOICED				14,663.67	YTD PAID	14,663.67
4514 TIMOTHY C. LENON	90102	03/31/20	123882		74086	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	1,268.00
	INVOICE:	4514-033120								
VENDOR TOTALS			1,268.00	YTD INVOICED				1,268.00	YTD PAID	1,268.00
4513 HANIG'S FOOTWEAR, INC.	90101	03/31/20	123881		74087	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	3,204.77
	INVOICE:	4513-033120								
VENDOR TOTALS			3,204.77	YTD INVOICED				3,204.77	YTD PAID	3,204.77
4506 FORREST DUXLER	90092	03/31/20	123872		74088	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	7,829.92
	INVOICE:	4506-033120								
VENDOR TOTALS			7,829.92	YTD INVOICED				7,829.92	YTD PAID	7,829.92
924 HOMER'S ICE CREAM	90107	03/31/20	123887		74089	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	7,313.78
	INVOICE:	924-033120								
VENDOR TOTALS			7,313.78	YTD INVOICED				7,313.78	YTD PAID	7,313.78
29940 KBW FLOORING, LLC	90105	03/31/20	123885		74090	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	3,479.37
	INVOICE:	29940-033120								
VENDOR TOTALS			3,479.37	YTD INVOICED				3,479.37	YTD PAID	3,479.37
4507 LOVE'S WILMETTE, LTD.	90093	03/31/20	123873		74091	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	816.90
	INVOICE:	4507-033120								
VENDOR TOTALS			816.90	YTD INVOICED				816.90	YTD PAID	816.90
4508 1126 CENTRAL RESTAURANT, LLC	90094	03/31/20	123874		74092	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	9,988.77
	INVOICE:	4508-033120								

PAID WARRANT REPORT

WARRANT: 040120-2

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		9,988.77		YTD INVOICED		9,988.77		YTD PAID		9,988.77
4509 NICK'S RESTAURANT, LLC	90095	03/31/20	123875		74093	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	7,306.95
		INVOICE: 4509-033120								
VENDOR TOTALS		7,306.95		YTD INVOICED		7,306.95		YTD PAID		7,306.95
4510 1167 WILMETTE RESTAURANT, LLC.	90096	03/31/20	123876		74094	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	16,168.92
		INVOICE: 4510-033120								
VENDOR TOTALS		16,168.92		YTD INVOICED		16,168.92		YTD PAID		16,168.92
4516 SALON FUSION, LTD.	90103	03/31/20	123883		74095	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	979.30
		INVOICE: 4516-033120								
VENDOR TOTALS		979.30		YTD INVOICED		979.30		YTD PAID		979.30
1357 SHAWNEE SERVICE GARAGE, INC.	90098	03/31/20	123878		74096	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	VOID
		INVOICE: 1357-033120								
VENDOR TOTALS										
4517 BANGKOK INBOX, INC.	90104	03/31/20	123884		74097	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	3,071.85
		INVOICE: 4517-033120								
VENDOR TOTALS		3,071.85		YTD INVOICED		3,071.85		YTD PAID		3,071.85
24260 ROSS WETZEL STUDIOS	90097	03/31/20	123877		74098	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	1,458.70
		INVOICE: 24260-033120								
VENDOR TOTALS		1,458.70		YTD INVOICED		1,458.70		YTD PAID		1,458.70
4511 THE YELLOW BIRD COMPANY	90099	03/31/20	123879		74099	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	5,721.35
		INVOICE: 4511-033120								
VENDOR TOTALS		5,721.35		YTD INVOICED		5,721.35		YTD PAID		5,721.35
4512 YOGAVIEW, LLC	90100	03/31/20	123880		74100	P	04/01/20	11191060 449500	CONTINGENCY - REGULAR	548.46
		INVOICE: 4512-033120								
VENDOR TOTALS		548.46		YTD INVOICED		548.46		YTD PAID		548.46

Paid Warrant Report #: 040120-2 - Grants - Economic Relief

Checks prepared on: 4/1/20

Check range: 74084 - to 74100

Number of checks: 17

Number of invoices paid in warrant: 17

Total amount of check batch: \$ [REDACTED] \$85,756.08

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

Village Manager

**Note: check # 74096 for Shawnee Service Center will not be mailed. They have withdrawn their application per Erik Hallgren.*