



## Village Manager’s Office

**SUBJECT:** Approval of Economic Relief Grant Expenditures and Review of Grant Programs

**MEETING DATE:** June 9, 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>\$252,430.99</u>
	Total Remaining Funds:	\$278,569.01

*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 June 1, 2020. Applications submitted and processed after this date will be included in future expenditure approval requests.

### *Sales Tax Rebate Grant Program*

Through Monday, June 1, there were a total of seventy (70) applications, which were all reviewed by staff. Sixty (60) applications have been approved for disbursement; This disbursement requests includes two (2) applications, the other applications were approved by the Village Board at prior meetings. There has been a total of \$218,397.65 approved through the sales tax program, with \$3,663.87 included in this disbursement request.

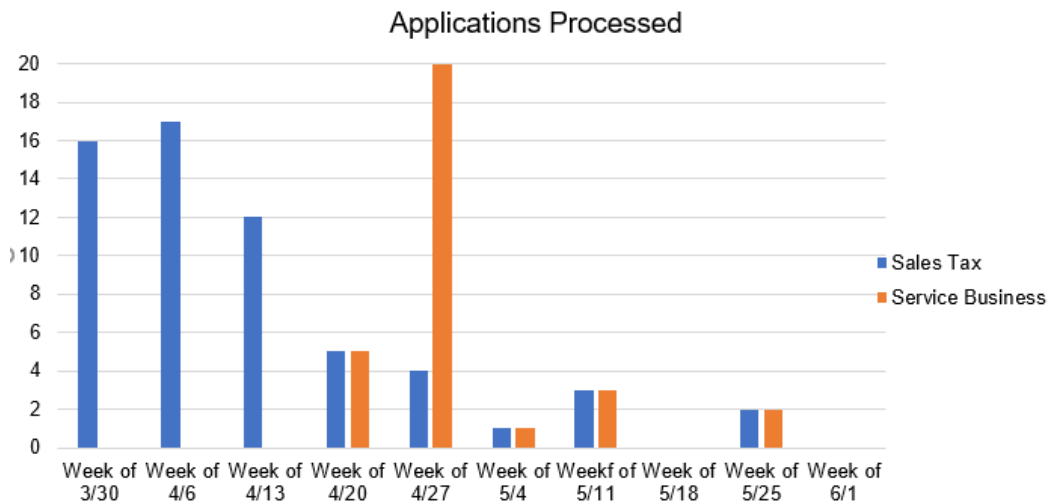
### *Service Business Grant Program*

Through Monday, June 1, there were a total of thirty-seven (37) applications, which were all reviewed by staff. Thirty-one (31) applications have been approved for disbursement. This disbursement requests includes two (2) applications, the other applications were approved by the Village Board at prior meetings. There has been a total of \$34,033.34 approved through the grant program, with \$1,153.45 included in this disbursement request.

This total amount included in this approval of expenditures for the two rebate programs is \$4,817.32. 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 application has been in place for 10 weeks and the service business grant program application has been in place for 7 weeks. In each of the programs the number of applications has gradually declined after the first several weeks of the application period. Below is a chart of applications processed for payment since the inception of the program.



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 grant program guidelines should be reviewed. It is staff's recommendation that a review of the program guidelines and maximum grant values should be reviewed.

### *Program Options*

There are several options for consideration for the economic relief grant expenditures. Below are three primary options which may be combined or modified.

- **Option #1** – Allow for the additional distribution of funds to service based businesses up to half of one percent (0.50%) of annual revenues. Service based businesses had a cap of \$1,500 per grant, this cap was set because of the unknown revenues generated by service businesses and the amount of businesses that would apply for the grant. Of the thirty-one (31) businesses awarded a grant, there are fifteen (15) businesses that would be eligible for additional funds if the cap was increased. Increasing the cap from \$1,500 to half of one percent (0.50%) of annual revenues would come at an expense of **\$34,150** based upon current submissions.
- **Option #2** – Increase the value of disbursements for the sales tax rebate grant program. Disbursements made to date have totaled \$218,397.65 at half of one percent (0.50%) of sales tax eligible revenues. Increasing that value by an incremental quarter of one percent (0.25%) would come at an expense of **\$109,199** based upon current submissions.
- **Option #3** – Maintain the existing balances in the sales tax and service business grant programs and re-review in Fall 2020. While the State of Illinois has moved from Phase II to Phase III in recent weeks there is still uncertainty regarding the future of COVID-19, the potential for a second wave of infections, and the impact that could have on businesses in the future.

### **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.

	<b>Budget</b>	<b>Expense</b>	<b>Remaining</b>
Sales Tax Rebate Grant	\$375,000	\$218,397.65	\$156,602.35
Service Business Grant	\$156,000	\$34,033.34	\$121,966.66
<b>Totals</b>	<b>\$531,000</b>	<b>\$252,430.99</b>	<b>\$278,569.01</b>

### **Attachments**

1. Listing of Business Grants
2. Accounts Payable Warrant 060320-3, dated June 3, 2020 - \$4,817.32
3. Presentation of Program Options

**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 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 APPROVED
Golden Berry	609.90	051320-4 APPROVED
John's Shoes	42.90	051320-4 APPROVED
William Harris Lee & Co	791.22	060320-3
Dowize Bistro	2,872.65	060320-3
<b>TOTAL</b>	<b>\$218,397.65</b>	

**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 APPROVED
Actor's Training Center	1,149.62	051320-4 APPROVED
John's Shoes	264.64	051320-4 APPROVED
Green Plus Cleaners	400.65	060320-3
Linden Cleaners	752.80	060320-3
<b>TOTAL</b>	<b>\$ 34,033.34</b>	

PAID WARRANT REPORT

WARRANT: 060320-3

TO FISCAL 2020/06 01/01/2020 TO 12/31/2020

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
4630 DOWIZE BISTRO	91107	06/01/20	124896		74744	P	06/03/20	11191060 449500	CONTINGENCY - REGULAR	2,872.65
	INVOICE: 4630-052720									
VENDOR TOTALS			2,872.65	YTD INVOICED				2,872.65	YTD PAID	2,872.65
4632 TEA & GRILL, INC.	91109	06/01/20	124899		74745	P	06/03/20	11191060 449500	CONTINGENCY - REGULAR	400.65
	INVOICE: 4632-052720									
VENDOR TOTALS			400.65	YTD INVOICED				400.65	YTD PAID	400.65
4633 LINDEN CLEANERS	91110	06/01/20	124900		74746	P	06/03/20	11191060 449500	CONTINGENCY - REGULAR	752.80
	INVOICE: 4633-052720									
VENDOR TOTALS			752.80	YTD INVOICED				752.80	YTD PAID	752.80
4631 WILLIAM HARRIS LEE & CO., INC	91108	06/01/20	124897		74747	P	06/03/20	11191060 449500	CONTINGENCY - REGULAR	791.22
	INVOICE: 4631-052720									
VENDOR TOTALS			791.22	YTD INVOICED				791.22	YTD PAID	791.22
REPORT TOTALS										4,817.32

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	4	4,817.32

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