



Village Manager's Office

SUBJECT: Approval of Economic Relief Grant Expenditures

MEETING DATE: June 23, 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>\$275,429.19</u>
	Total Remaining Funds:	\$255,570.81

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.

At the June 9, 2020 Village Board meeting, the Village Board revisited the grant program guidelines to determine if the program should be modified. Based upon Village Board discussion it was determined that the maximum grant value for service businesses would be increased from \$1,500 to \$5,000.

Discussion

Included in this request for approval of economic relief grant expenditures are applications that were submitted and processed through June 15, 2020. Applications submitted and processed after this date will be included in future expenditure approval requests.

Sales Tax Rebate Grant Program

Through Monday, June 15, there were a total of seventy (70) applications, which were all reviewed by staff. Sixty (60) applications have been approved for disbursement; This disbursement request includes no new applications. There has been a total of \$218,397.65 approved through the sales tax program, with no funds included in this disbursement request.

Service Business Grant Program

Through Monday, June 15, there were a total of thirty-eight (38) applications, which were all reviewed by staff. Thirty-two (32) applications have been approved for disbursement. This disbursement requests includes one (1) application, the other applications were approved by the Village Board at prior meetings. This disbursement includes \$315.39 in new application requests.

Additionally, based upon the Village Board’s decision to increase the maximum grant value to \$5,000, there were fifteen (15) businesses eligible for an incremental value based upon their annual revenues. This disbursement request includes \$22,682.81 in incremental disbursements.

There has been a total of \$57,031.54 approved through the service business grant program.

This total amount included in this approval of expenditures is \$22,998.20. Attachment #1 includes a summary of the businesses receiving grants through both programs.

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	\$218,397.65	\$156,602.35
Service Business Grant	\$156,000	\$57,031.54	\$98,968.46
Totals	\$531,000	\$275,429.19	\$255,570.81

Attachments

1. Listing of Business Grants
2. Accounts Payable Warrant 061020-4, dated June 10, 2020 - \$315.39
3. Accounts Payable Warrant 061720-3, date June 16, 2020 - \$22,682.81

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 APPROVED
Linden Cleaners	752.80	060320-3 APPROVED
Total Body Restore	315.39	061020-4
Salon Fusion	3,500.00	061720-3
Redefined Fitness	3,500.00	061720-3
Music Theater Works	3,500.00	061720-3
Gold Medal Cleaners	3,345.35	061720-3
Northwest Passage	2,175.71	061720-3
Wilmette Auto Care	1,841.00	061720-3
Studio North Academy of the Performing Arts	1,395.20	061720-3
Wilmette Massage Therapy	1,236.77	061720-3
Organic Nails & Spa	677.55	061720-3
Dog Wash	568.37	061720-3
Center for Oriental Medicine	352.25	061720-3
Forever Young Nails	269.74	061720-3
Personal Fitness Training	227.48	061720-3
Pilates Central	88.53	061720-3
CrossFit Wilmette	4.86	061720-3
TOTAL	\$ 57,031.54	

PAID WARRANT REPORT

WARRANT: 061020-4

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		
4638 OLGA A. BATRICH	91256	06/08/20	125046		74807	P	06/10/20	11191060 449500	CONTINGENCY - REGULAR	315.39	
	INVOICE: 4638-060820										
VENDOR TOTALS		315.39 YTD INVOICED		315.39 YTD PAID				REPORT TOTALS		315.39	

TOTAL PRINTED CHECKS	COUNT	AMOUNT
	1	315.39

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PAID WARRANT REPORT

WARRANT: 061720-3

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	
4554 JASON BUSSELL	91349	06/10/20	125141		74875	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	352.25
	INVOICE:	4554-061020								
VENDOR TOTALS			1,852.25	YTD INVOICED				1,852.25	YTD PAID	352.25
4564 JDP FITNESS, LLC	91350	06/10/20	125142		74876	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	4.86
	INVOICE:	4564-061020								
VENDOR TOTALS			1,504.86	YTD INVOICED				1,504.86	YTD PAID	4.86
4566 THE DOG WASH ACQUISITION CORP.	91351	06/10/20	125143		74877	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	568.37
	INVOICE:	4566-061020								
VENDOR TOTALS			2,068.37	YTD INVOICED				2,068.37	YTD PAID	568.37
4567 STELLA CHOI	91352	06/10/20	125144		74878	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	269.74
	INVOICE:	4567-061020								
VENDOR TOTALS			1,769.74	YTD INVOICED				1,769.74	YTD PAID	269.74
9090 GOLD MEDAL CLEANERS	91353	06/10/20	125145		74879	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	3,345.35
	INVOICE:	9090-061020								
VENDOR TOTALS			4,845.35	YTD INVOICED				4,845.35	YTD PAID	3,345.35
4570 MUSIC THEATER WORKS	91354	06/10/20	125146		74880	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	3,500.00
	INVOICE:	4570-061020								
VENDOR TOTALS			5,000.00	YTD INVOICED				5,000.00	YTD PAID	3,500.00
4572 THE NORTHWEST PASSAGE OUTING CLUB, INC.	91355	06/10/20	125147		74881	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	2,175.71
	INVOICE:	4572-061020								
VENDOR TOTALS			3,675.71	YTD INVOICED				3,675.71	YTD PAID	2,175.71
4573 ORGANIC NAILS, INC.	91356	06/10/20	125148		74882	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	677.55
	INVOICE:	4573-061020								
VENDOR TOTALS			2,177.55	YTD INVOICED				2,177.55	YTD PAID	677.55
4584 PD WILMETTE AUTO CARE, LLC.	91361	06/10/20	125153		74883	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	1,841.00
	INVOICE:	4584-061020								

PAID WARRANT REPORT

WARRANT: 061720-3

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	
VENDOR TOTALS				3,341.00	YTD INVOICED			3,341.00	YTD PAID	1,841.00
4574 PERSONAL FITNESS TRAINING, LTD.	91357	06/10/20	125149		74884	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	227.48
	INVOICE: 4574-061020									
VENDOR TOTALS				1,727.48	YTD INVOICED			1,727.48	YTD PAID	227.48
4577 PILATES CENTRAL, INC.	91358	06/10/20	125150		74885	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	88.53
	INVOICE: 4577-061020									
VENDOR TOTALS				1,588.53	YTD INVOICED			1,588.53	YTD PAID	88.53
4578 RE-DEFINED FITNESS, INC.	91359	06/10/20	125151		74886	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	3,500.00
	INVOICE: 4578-061020									
VENDOR TOTALS				5,000.00	YTD INVOICED			5,000.00	YTD PAID	3,500.00
4516 SALON FUSION, LTD.	91362	06/10/20	125154		74887	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	3,500.00
	INVOICE: 4516-061020									
VENDOR TOTALS				5,979.30	YTD INVOICED			5,979.30	YTD PAID	3,500.00
4581 STUDIO NORTH ACADEMY OF THE PERFORMING ARTS	91360	06/10/20	125152		74888	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	1,395.20
	INVOICE: 4581-061020									
VENDOR TOTALS				2,895.20	YTD INVOICED			2,895.20	YTD PAID	1,395.20
4557 WILMETTE MASSAGE THERAPY CENTER, INC.	91363	06/10/20	125155		74889	P	06/17/20	11191060 449500	CONTINGENCY - REGULAR	1,236.77
	INVOICE: 4557-061020									
VENDOR TOTALS				2,736.77	YTD INVOICED			2,736.77	YTD PAID	1,236.77
REPORT TOTALS										22,682.81

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	15	22,682.81

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