

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

DRAFT

CITY COUNCIL MEETING DATE: May 26, 2020

AGENDA ITEM:	
Business Rent Relief Grant Program	
PREPARED BY:	DIRECTOR APPROVAL:
Sandy Langdon, Finance Director	
DEPARTMENT:	
Finance	
ATTACHMENTS:	
Business Rent Relief Grant Program Draft	
BUDGET CODE:	AMOUNT:
	\$250,000
SUMMARY:	

The Coronavirus Aid, Relief, and Economic Security Act provides for direct distribution to states and local government entities with populations of 500,000 or more. The State of Washington has now shared a portion of its distribution with cities and counties that fall below the 500,000 population threshold. The allocation is based on the same formula that was used for the direct distribution, \$30.00 per capita. The City of Marysville allocation is \$2,034,600. These funds will be distributed on a reimbursement basis beginning on March 1, 2020 and ending on October 31, 2020.

These funds provide for necessary expenditures incurred due to the public health emergency with respect to the COVID-19. Expenditures may include addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions. It is this economic support that the proposed Business Rent Relief Grant Program would address.

The proposed Business Rent Relief Grant Program would allot \$250,000 with a limit of \$4,000 per applicant/business. Businesses would have to be located within city limits, be current with business licenses, have no more than 25 employees, been negatively impacted by COVID-19, and have been in business on or before 1/1/2020.

Application period would be open for a two week period. Applications received will be reviewed for eligibility by Finance and forwarded to Economic Development Committee for recommendation to Mayor.

RECOMMENDED ACTION:

Staff recommends that Council authorize the Mayor to initiate and administer the Business Rent Relief Grant Program, including final grant awards.

RECOMMENDED MOTION:

I move to authorize the Mayor to initiate and administer the Business Rent Relief Grant Program, including final grant awards.

City of Marysville Business Rent Relief Grant Program - DRAFT

Applications will be open May 28th and will be accepted through June 11th.

No applications will be accepted after this deadline. Mailed applications must be received by deadline.

Mail application to: Marysville Cares
City of Marysville, 1049 State Ave., Marysville, WA, 98270

Apply on-line or email application to: renthelp@marysvillewa.gov

Questions: Contact (TBD)

Background:

The City of Marysville announces the availability of funds for small businesses through the Marysville Business Rent Relief Program. Funding through the Federal 2020 CARES Act to Marysville by a grant from the WA Department of Commerce.

Goal: COVID-19 is causing a catastrophic economic impact nationwide and Marysville small businesses are no exceptions. Small businesses are vital to our Marysville community by providing jobs to our residents and through sales tax collections to support the services that are critical to our public. The Business Rent Relief Grant is a piece to the overall recovery.

Funding:

The City has \$250,000 to distribute to qualifying small businesses for grants up to \$4,000 to cover 1 to 2 months of rent/lease/mortgage (up to \$4,000 per award). Grants will be awarded 1 time per business.

Eligibility Criteria (must meet all of the following):

- Have a physical location in Marysville city limits (not including home occupancy businesses)
- Have a current Marysville/WA State business license (one application per business license)
- Have 25 or fewer full time employees (including owner)
- Have experienced business interruptions, loss of sales, closure or curtailed operations, or other negative financial impacts on the business due to restrictions imposed to address COVID-19
- Are applying for eligible lease/rent/mortgage payments
- Must be at least 51% majority owner in the business
- Must have been in business on or before 1/1/2020

Eligible costs:

Eligible costs are for payment or reimbursement of existing and current lease/rent/mortgage payments. Documentation of expense is required.

Application Information

Date:

Submitted by:

Title:

Business owner name:

Business name:

Type of business:

Business address:

Number of years in business in Marysville:

Applicant home address:

Contact telephone:

Contact email:

UBI number:

DUNS number:

City of Marysville business license number:

Business organization format: sole proprietor LLC corporation partnership

Number of employees, including yourself: full time part-time

Application Questions

1. Provide a short description of your business:
2. Describe business interruptions, loss of sales, closure or curtailed operations, or other negative financial impacts on the business due to restrictions imposed to address COVID-19:
3. Have you had to furlough or lay off employees? Explain
4. Will this grant significantly help you to re-open, retain/rehire employees, avoid bankruptcy, etc.?
5. Request amount (maximum request is 4,000):
6. What is your current monthly rent/lease/mortgage payment amount?
7. Have you received any other financial assistance?
8. Have you prepared a recovery plan for your business?

Attachments

Proof of current monthly rent/lease mortgage

Business License

Proof of 51% majority owner in business

Owner Name

Owner Signature

Date