



MONROE CITY COUNCIL

Agenda Bill No. 20-110

SUBJECT:	<i>Approval of Small Business Relief Grant Awards</i>
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
07/28/2020	Executive	Rich Huebner	Rich Huebner	New Business Item #1

Discussion: 07/28/2020

Attachments: 1. Recommended Small Business Relief Grant award matrix

REQUESTED ACTION: Approve the recommended Small Business Relief Grant awards and authorize the Mayor to execute the necessary agreements.

POLICY CONSIDERATION:

Should the city enact the recommendations of the Small Business Relief Grant review committee?

DESCRIPTION/BACKGROUND:

At its June 9, 2020 Regular Business Meeting, the City Council approved a contract with the state Department of Commerce for receipt of Coronavirus Relief Funds (CRF). As part of its approval of the contract, Council approved the staff-recommended CRF budget summary, which allocated \$110,000 to the Monroe CARES grant program. As stated on the record in that meeting, the initial allocations were planned to be \$60,000 to the Small Business Relief Grant and \$50,000 to the Community Relief Grant.

The Small Business Relief Grant gave priority to Monroe businesses that had not previously been eligible for or received other Federal, State and/or County grant funds. Monroe CARES grant funds were made available to cover costs to local businesses associated with the impact of the COVID-19 pandemic, such as rent, utilities, payroll, and business license fees.

A committee was formed consisting of city staff and Economic Development Advisory Board (EDAB) members to review criteria and applications of other state and local grant programs. From that effort, a draft grant application was prepared by staff and reviewed by the full EDAB membership.

The City published the grant application and Notice of Available Funds on Wednesday, June 17. A new City webpage was published describing the grant's eligibility criteria and link to the grant application form, and details of the grant and a link to the new page were provided in the City News section of the City's webpage, on the City and Mayor Thomas's Facebook pages, and in the *Monroe This Week* newsletter. 24 applications were received by the Tuesday, June 30 application deadline.

An application review committee was formed consisting of Management Analyst Rich Huebner, Economic Development Specialist James Palmer, and EDAB members Allan Dye, Sally King and Bridgette Tuttle. The review committee thoroughly reviewed all applications and presented its award recommendations at the July 23 EDAB meeting. The award recommendations, totaling \$50,370 as detailed in Attachment No. 1, were unanimously approved by the EDAB.

Local grant programs to assist businesses with business interruptions are an expressly allowed use of CRF funds, per the contract approved by Council on June 9, 2020.

FISCAL IMPACT:

Approval would authorize the mayor to execute contracts with local businesses totaling \$50,370. This outlay was not included in the 2020 adopted budget. However, per the contract with the state Department of Commerce, approved by Council on June 9, CRF funds are expressly available only for expenses not accounted for in the City's adopted budget, and the full value of the program will be reimbursed to the City.

TIME CONSTRAINTS:

1. Approval of the Small Business Relief Grant award recommendations is requested as soon as possible.
2. Per the Coronavirus Relief Funds contract, the city must expend all funds it plans to seek reimbursement for by October 31, 2020.
3. Approval of the Small Business Relief Grant award recommendations will enable the City to execute the necessary agreements in a timely manner, to ensure funds are expended by the October 31 deadline.

ALTERNATIVES:

1. Amend various Small Business Relief Grant awards, in whole or in part, prior to approval.
2. Decline to approve the Small Business Relief Grant award recommendations.



Agenda Bill No. 20-111

Attachment No. 1

SUBJECT:	<i>Small Business Relief Grant award matrix</i>
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DESCRIPTION/BACKGROUND:

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Applicant Business Name	Recommended Grant Amount
Adams Pawn Monroe	\$2,500.00
AJ's Salon	\$2,125.00
Artifex Manufacturing, LLC	\$3,000.00
Bliss Yoga Studio, LLC	\$5,000.00
Cascade Beer Candi Company	\$1,000.00
CrossFit Monroe	\$3,625.00
Discovery Leadership	\$0.00
Drive Right Washington, LLC	\$0.00
El Tijeras Hair Salon	\$2,720.00
Embroidery for the Soul	\$3,000.00
Farmhouse Kitchens	TBD
Gaia Organic Juice Bar, LLC	\$2,400.00
Hou Monroe, LLC	\$0.00
Ideal Lifestyle, LLC	\$2,900.00
Jump Rattle & Roll, LLC	TBD
M & M Antiques	\$4,500.00
Man Cave Barber Shop, LLC	\$2,800.00
Monroe Financial	\$1,000.00
Monroe Insurance	\$1,000.00
Pacific Tree Management	\$2,125.00
S & S Bricks, Inc.	\$2,500.00
Shannon's Hair (at AJ's Salon)	\$2,875.00
Sharinabean's on Main	\$3,000.00
Stonewood Construction Services, LLC	\$2,300.00
Total:	\$50,730.00