



## CITY COUNCIL MEETING MEMORANDUM

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| <b>ITEM:</b> Resolution 2021-10; Council Resolution of Support, The Brown Bag, Inc. | <b>DEPARTMENT:</b> City Administration                                      |
| <b>AGENDA SECTION:</b> New Business   | <b>SUBMITTED BY:</b> Callie Jo McFarland,<br>Community Development Director |
| <b>ATTACHMENTS:</b><br>(X) RESOLUTION<br>( ) OTHER SUPPORTING DOCUMENTS             | <b>DATE:</b> February 15, 2021  |

### **BACKGROUND:**

As part of the COVID-19 support and recovery, the State of Illinois is allowing local governments to apply for the Downstate Small Business Stabilization Program Grant on behalf of eligible local businesses. The grant award would be 60 days of working capital expenses, up to \$25,000. The business must provide proof of those expenses, once opening back up (or opening to full operation), and must do so within 1 year from the grant award.

The Brown Bag Incorporated has been a part of the Monticello community since 1973, normally employing 13 full and part time individuals. The restrictions as they relate to COVID-19 have faced the owner with the decision to significantly reduce operations to varying capacities, curbside pickup and delivery. The City has asked for a grant of \$25,000 from the State of Illinois Department of Commerce and Economic Opportunity, and if awarded, it would be provided to the business for eligible working capital expenses.

All the required documentation has been submitted to date by the business. The City would be responsible for the close-out reporting of the grant.

### **RECOMMENDED ACTION:**

It is recommended that the City Council discuss and approve this agreement.