



# MEMO TO CITY COUNCIL

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## Request to Include Topic on the City Council Agenda

**From:** Tori Cleary, Community Development      **Meeting Date:** November 24, 2020  
**Presenter:** Tori Cleary      **Estimated Time:** 0.0  
**Topic:** Resolution No. 20-2244: Authorizing the Mayor to Sign Agreements Between the City of Meridian and Enumerated Recipients of Idaho Rebounds – Municipal Small Business Grant Funds

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### Recommended Council Action:

Please authorize the Mayor to sign, on behalf of the City, grantee agreements with 25 approved recipients of Coronavirus Aid, Relief, and Economic Security Act (CARES) Act funds available through the Meridian Small Business Grant Program, in order to facilitate the timely disbursement of such funds.

### Background:

The State of Idaho has received federal financial assistance from the Coronavirus Relief Fund, though the Coronavirus Aid, Relief, and Economic Security (CARES) Act. A portion of these funds were made available to cities, including the City of Meridian, for disbursement to local small businesses. In September, the City Council approved the designation of \$1 million from the City's CARES Act allocation to establish a Municipal Small Business Grant (MSBG) Program, and on September 11, 2020, the State approved Meridian's MSBG program. Through this program, the City will disburse MSBG funds to Meridian small businesses for the reimbursement of eligible expenses incurred due to the COVID-19 pandemic.

Several Meridian businesses, including the twenty-five (25) listed in this resolution, submitted applications to the City for MSBG funds. Applications were reviewed by Community Development Department/Economic Development Division staff to verify qualifying businesses/organizations, ensure eligibility of requested reimbursements, and secure accompanying documentation. Applications were then forwarded to a review committee, comprised of a member of the Meridian Chamber of Commerce Economic Development Committee, and representatives of the Finance Department, and the Mayor's Office. The eligible expenses were forwarded to the State, and the State agreed that these 25 grantees and the City-approved expenses are eligible for MSBG funds. The last step is for the State to release these funds to the City, which will then disburse the funds to the approved grantees.

As with all grant disbursements, the City will require the selected grantees to enter into an Agreement with the City establishing terms and conditions of the use of such funds. The City will ask each grantee to enter into the sample agreement that is attached to the resolution.

In order to facilitate the timely disbursement of MSBG funds to the grantees, the City Council will, by this resolution, authorize the Mayor to sign these 25 agreements on behalf of the City, following execution of the agreement by the grantee. Under the terms of the agreement, the City's obligation to disburse funds will attach only upon receipt of the MSBG funding from the State.