



## MEMORANDUM

**To:** Mayor and City Council

**From:** Mike Land, City Manager and Mindi Hurley, Director of Community Development

**Date:** July 14, 2020

**Reference:** Consider approval of two Resolutions approving the City of Coppel's allocation of funds from the CARES Act for social services and local businesses; and authorizing the Mayor to sign.

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Dallas County and Denton County are providing CARES Act Funding to municipalities located in each county to assist with expenditures related to COVID-19. These funds are allocated to each municipality based on population within the respective county. From Dallas County, the City of Coppel will receive \$2,228,490, which is based on \$55 per resident with a current population estimate of 40,518 in Dallas County. From Denton County, the City of Coppel will receive \$45,210, which is based on \$55 per resident with a current population estimate of 822 in Denton County. The qualifying expenditures for these funds include medical, public health measures, governmental services and employment or business economic support that occur between the dates of March 1, 2020 and December 30, 2020.

Due to COVID-19, numerous businesses in the City of Coppel were required to close their doors or limit their service offerings. As a result, these businesses have suffered. In order to help them in their recovery efforts, the City would like to expend some of the CARES Funding dollars to provide economic support to those businesses through forgivable grants. Of the \$2,273,700 the City of Coppel will receive, \$1,650,000 will be dedicated to providing grants to Coppel businesses.

### **BUSINESS ECONOMIC SUPPORT:**

The City will administer two grant programs for qualifying businesses. Both programs have been approved by Dallas County. The following provides general details of each program and a breakdown and explanation of how the funds will be allocated:

#### I. Coppel Cares Restaurant Assistance Grant Program-

The City of Coppel is dedicating \$660,000 to the Coppel Cares Restaurant Assistance Grant Program. Restaurants will be awarded forgivable grants. Grants will be awarded based on occupancy load. The restaurant will be awarded \$55 per allowable occupant. Criteria to qualify:

- The restaurant must be located within the city limits of Coppel and must be in current compliance with the City of Coppel Code of Ordinances, including all applicable zoning and land use ordinances;
- The restaurant must not be in any litigation with the City of Coppel or the County in which they are located;
- The restaurant must have a physical store front in Coppel;
- The restaurant must demonstrate that they have endured a 25% or greater reduction in sales/business after March 1, 2020 due to the COVID-19 pandemic;

#### II. Coppel Cares Business Retrofit Grant Program-

- The City of Coppel is designating \$990,000 to the Coppel Cares Business Retrofit Grant Program. Businesses retrofitting their physical space to meet public health and/or safety concerns will be reimbursed for expenditures up to \$5,000. Examples of items eligible for reimbursement include plexiglass barriers, cleaning supplies that are used to clean common contact surfaces, hand sanitizing stations, PPE supplies, costs to create an on-line purchasing system, contactless faucets, upgrading to a contactless payment system, upgrading sanitation systems (such as UV systems), antimicrobial furniture, cubicle height extenders, desk dividers or privacy panels, quick flex walls and costs to install plexiglass or protective barriers.

The City will encourage businesses to purchase all available items from a Coppel business when possible. A comprehensive list of available items that are eligible for reimbursement and Coppel businesses that provide them will be made available on the website. While staff has made every effort to identify those Coppel businesses that provide reimbursement eligible items, we will continue to update that list as we are made aware of additional businesses that provide eligible items. All purchases will be reimbursed after receipt is submitted, and the grant will not exceed the amount spent by the business to retrofit their business. In all cases, the maximum grant amount each month will not exceed \$5,000. Criteria to qualify:

- The business must be located within the city limits of Coppel and must be in current compliance with the City of Coppel Code of Ordinances, including all applicable zoning and land use ordinances;
- The business must not be in any litigation with the City of Coppel or the County in which they are located;
- The business must have a physical store front in Coppel;
- The business must be open to the public to conduct business.

There will be a call for applications once per month every month until all funds have been distributed. A business may qualify for both grant programs. Businesses that have not previously received a grant will be given higher priority when considering applications. A schedule will be made available on the website for subsequent monthly application periods. After businesses have been notified that they have been awarded a grant, they will also be responsible for turning in all necessary paperwork by a specified date in order to receive their grant. Those dates will also be published on the website.