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## Memorandum

To: Honorable Chairman and Members of the Board of Trustees  
From: Roger Kolman, City Manager  
Re: Coweta Coming Together for Business  
Date: 6/29/2020

### **BACKGROUND**

#### Coweta Coming Together for Business

At the June 1<sup>st</sup> meeting of the Coweta City Council, a program to assist local small businesses in recovering and reopening following the Covid-19 pandemic was discussed. Staff has had the opportunity to review what other cities have done to help their business communities recover and proposes a program with the following general parameters:

- The program will be funded by a transfer from the General Fund (City) to the Coweta Industrial Development Authority (CIDA)
- CIDA will appoint a committee of local business leaders to review the applications received and make recommendations regarding the amount of the grant
- Eligible costs would include costs incurred during the shutdown, i.e. rent, payroll, utilities and/or costs incurred to reopen, i.e. PPE, cleaning supplies
- Individual business grants would be limited to 1 cent of the 3 cents of sale taxes remitted by that business to the City of Coweta in April, May and June of 2019, with a maximum of \$3,000.
- Applicants will need to be current with the State of Oklahoma and the City of Coweta for taxes and utilities
- Program is limited to \$30,000 in total

The draft application for Coweta Coming Together for Business is attached to this staff report for further background information.

Staff recommends that the CIDA Trust Authority Trustees appoint the following local business leaders to the review committee for this program: Sarah Wells (Chamber of Commerce), Michael Lyles (First National Bank of Coweta), Jake Dwyer (RCB Bank), and Shannon Berg-Lawley (BancFirst).

### **STAFF RECOMMENDATION**

Staff recommends approval of Coweta Coming Together for Business Program as discussed.

### **ATTACHMENTS**

CCT Guidelines and Application