

MILACA TOWNSHIP AGENDA
Special Meeting of Town Board
Monday, September 21, 2020
Townhall @ 7pm

1. **CALL TO ORDER**

- a. Pledge of Allegiance
- b. Review and approve special meeting agenda

2. **PURPOSE OF SPECIAL MEETING**

- a. Discussion of how to allocate CARES allocation
 - i. \$40,075
- b. Potential grant process
 - i. Determine eligibility requirements
 - 1. Program timeline
 - 2. Eligible businesses and/or individuals
 - a. Business size/annual revenue limits
 - b. Residency requirements/limitations
 - c. Operation timeline requirements
 - d. Limitations on received other federal/state/city grants/funding
 - 3. How to handle individuals w/multiple businesses
 - ii. Potential grant amounts
 - iii. Application process
 - 1. Internal process for grant review, approval, follow-up communication along w/direct board approval and documentation
 - iv. Marketing / advertisement of the program
- c. Considerations
 - i. Risk management
 - ii. Reimbursement program
 - iii. Documentation and substantiation of eligible expenditures
 - 1. Necessary expenditures incurred due to the COVID-19 public health emergency
 - 2. Not accounted for in the budget most recently approved as of March 27, 2020
 - 3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020
- d. Other uses?
 - i. Township level – cleaning, elections, payroll, administration
 - ii. Fire department – governmental entity transfer

3. **ADJOURNMENT**

The next Regular Town Board Meeting will be on Monday, October 12, 2020 at 7pm