

## MEMORANDUM

To: City Council

From: Alfred D. Lott, ICMA-CM, CPM  
City Manager

Subject: Resolution R-49-20 and the Bowie COVID-19 Recovery Assistance Program

Date: July 2, 2020

**INTRODUCTION:** The enacted Resolution will establish the Bowie COVID-19 Recovery Assistance Program.

### **BACKGROUND AND DISCUSSION:**

After direction from the City Council to develop an assistance plan for businesses impacted by COVID-19, the City's Economic Development Committee (EDC) met and prepared a report. On May 18, 2020 Council received that report from the EDC and directed City staff to review it and prepare for a public hearing and consideration for adoption. On June 15, 2020 Council reviewed a staff report and draft resolution R-37-20 proposing the program, made changes to the program, then tabled action until the July 6, 2020 City Council meeting. This is a new resolution that incorporates program changes made by Council through their discussion of and action on Ordinance O-6-20 taken on June 15, 2020.

There are two elements of the Program:

Assistance for individuals and families to be provided through the Bowie Interfaith Food Pantry and Emergency Aid Fund (Food Pantry) and through Employ Prince George's (EPG).

Funding to provide assistance to Bowie residents and families from the Food Pantry will be under the same terms and conditions of their existing funding from the City.

Funding to provide assistance to workers from EPG is to support its Hourly Worker Relief Fund and funds provided shall be used to provide cash assistance to individuals residing in the incorporated City of Bowie; previous recipients of aid from EPG may reapply if funds are available. To the extent that EPG can support a donor-directed fund, any donations made in support of residents in the City of Bowie will increase the amount available via the Hourly Worker Relief

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Fund for this purpose. The City of Bowie will provide for an administrative fee of 2% to EPG.

Assistance for Bowie businesses to be provided through additional training. The training will be provided by the Bowie Business Innovation Center (Bowie BIC) and a partnership they will establish with the Greater Bowie Chamber of Commerce for the purpose of providing training and assistance for Bowie based small businesses through the next 12 months. This grant will be issued using the existing City procedure for providing the annual operating grant to the Bowie BIC.

The total amount needed to implement the Program was appropriated by Council on June 15, 2020 via Ordinance O-6-20.

**RECOMMENDATION:** We recommend that Council adopt Resolution R-49-20 establishing the Program.

Attachment:

1. Resolution R-49-20

**RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**ESTABLISHING THE BOWIE COVID-19 RECOVERY ASSISTANCE PROGRAM**

**WHEREAS**, the current COVID-19 pandemic has adversely impacted the fiscal and operational health of businesses in the City of Bowie (“the City”); and

**WHEREAS**, the City Council desires to assist individuals and families in the City to meet certain basic needs during the pandemic; and

**WHEREAS**, the City Council desires that businesses in the community recover and reopen as quickly as possible under current restrictions imposed at the State or County level in order to combat the further spread of the virus; and

**WHEREAS**, the City Council believes that the establishment of a program to help individuals, families, and qualified business assistance organizations will further the aforementioned goals.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Bowie, MD that the Bowie COVID-19 Recovery Assistance Program be and hereby is established and the City Manager is authorized and directed to implement the Program, subject to funding by separate Council action, as follows:

There shall be a grant to the Bowie Interfaith Pantry and Emergency Aid Fund, Inc. (commonly called the Bowie Food Pantry) to assist it in providing assistance to Bowie residents and families under the same terms and conditions of its existing funding from the City, which grant will be administered by the City’s Community Services Department.

There shall be a grant to Employ Prince George’s Hourly Worker Relief Fund to be used to provide cash assistance to individuals residing in the incorporated City of Bowie; previous recipients of aid from EPG may reapply if funds are available. To the extent that EPG can support a donor-directed fund, any donations made in support of residents in the City of Bowie will increase the amount available via the Hourly Worker Relief Fund for this purpose. The City of Bowie will provide for an administrative fee of 2% to EPG. This grant will be administered by the City’s Economic Development Office.

There shall be a grant to the Bowie Business Innovation Center (Bowie BIC) to use in partnership with the Greater Bowie Chamber of Commerce for the purpose of providing training and assistance for Bowie-based small businesses through the next 12 months. This grant will be included in the annual operating grant to the Bowie BIC and will be administered by the City's Economic Development Office.

**INTRODUCED AND ADOPTED**, by the Council of the City of Bowie, Maryland at a Regular Meeting on July 6, 2020

WITNESS:

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Awilda Hernandez, City Clerk

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Timothy J. Adams, Mayor