



**CITY COUNCIL
STAFF REPORT**

DATE: January 7, 2020
TO: Mayor and City Council
FROM: John W. Donlevy, Jr., City Manager
SUBJECT: Covid 19 Relief for Residents and Businesses

RECOMMENDATION:

That the City Council and City Staff review options for relief for residents and businesses to help resolve impacts from the Covid 19 pandemic.

BACKGROUND:

With the Covid 19 pandemic impacting our community, Staff has been working to establish resources both locally and from State/Federal sources to help bring relief to our businesses.

Local Relief Options:

- **Transient Occupancy Tax:** The Winters Hotel and Abbey House have both been hit especially hard by State directives, literally closing the businesses. In response, the Director of Financial Management has offered the deferral of payments for TOT and payment options. Each business is required to submit the required reports, however and payment schedule can be established.
- **Utility Payments:** Staff is proposing the waiver of late fees for both water and sewer payments. Businesses and residents can have the option of partial or deferred payments with an established agreement. The City cannot waive utility payments, but for those impacted the option of lesser and deferred utility payments can be an option.

In the case of utility payments, any unpaid utility bills as of August 1 would be placed on the property tax bills as a lien.

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- **Outreach and Publicity:**

The City has been working to help push information to businesses and residents to keep the Winters economy moving.

There are basically two main resources we have established.

1. Covid Related Resources Website.
2. Businesses Open For Business Publication

Covid Related Resources for Winters Business Community (external links):

The City has established a website with the following resources and information for businesses:

[\(PRINTABLE: copy of this page in pdf\)](#)

The Governor has issued a [Shelter in Place order](#) in response to Covid-19. We know that sheltering in place puts an incredible strain on our local business owners who are struggling to keep their doors open in the face of such unprecedented circumstances.

The City of Winters has compiled a list of helpful resources for our local business community with information on how to apply for small business loans, unemployment and other critical support.

US Small Business Administration

The US Small Business Administration offers federal disaster loans for business, private nonprofits, homeowners and renters. There is a three-step process to apply for a loan of up to \$2 million.

- You can apply online at <https://disasterloan.sba.gov/ela>
- Applications can also be mailed to: U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, TX, 76155
- SBA's customer service can be reached at (800) 659-2955 or TTY (800) 877-8339 or disastercustomerservice@sba.gov.
- The California Small Business Development Center [Covid-19 guide](#) has detailed information on how to apply for loans.

California Labor and Workforce Development Agency

[This CLWDA chart](#) outlines available benefits for workers impacted by Covid-19.

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Unemployment Insurance Work Sharing Program

If your business has slowed due to Covid-19 and you are trying to keep operations going, you may find assistance through this program.

- [The UI Work Sharing Program](#) helps businesses retain workers by reducing hours and wages by no more than 60 percent and partially offsetting wage loss with UI benefits.

Unemployment Benefits

If your business must temporarily lay off workers due to Covid-19, they can apply for Unemployment Insurance benefits.

- [File for a claim online](#) on the California Employment Development Department website.
- Note: Workers who expect to return to work in your company in a few weeks will not be required to actively seek work if they are able and available to return to work and meet all other eligibility criteria. The EDD will explain the requirements to your workers during application.

Payroll Tax Extension

Covid-19 may make it hard for some businesses to file or pay their payroll taxes on time. Businesses directly affected by this can request a 60-day extension on state payroll reports and deposit state payroll taxes without penalty.

- You must submit a written request for an extension (noting the impact of Covid-19 on your business) within 60 days of the original delinquent date of payment or return.
- Information can be found on the [State of Emergency Disaster Fact Sheet](#).
- You can call the EDD Taxpayer Assistance Center with questions at (888) 745-886 or TTY (800) 547-9565.

Rapid Response Program Assistance through Solano County EDC

You can also get assistance if you are facing potential layoffs or plant closures through the Rapid Response Program through the Solano EDC (Winters is a member)

- You can meet with program staff to discuss your needs, help avoid layoffs and support your employees through the process.
- Services include worker skill upgrading, customized training, career counseling, job search assistance, help with filing unemployment claims and more.
- Contact April Ziomek-Portillo, Sr. Manager of Business Services with the Workforce Development Board (WDB) of Solano County at (707-863-3569) or aziomek@solanowdb.org

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Businesses Open for Business:

The City has established the following document which is being updated daily to help folks learn of opportunities in Winters.

http://www.cityofwinters.org/wp-content/uploads/2020/03/2020_0320WintersOpenBusiness.pdf

Open to Ideas:

The entire Covid 19 situation is dynamic and fluid at this time. Staff is open to ideas and direction on measures which can be

FISCAL IMPACT: None by this action.