

Memorandum

REPORT TO: City Commission

FROM: Kristin Donald, Finance Director

SUBJECT: Approve the Local Government Entity Reimbursement for COVID-19 Submission and Ratify the City Manager and Mayor's Signatures

MEETING DATE: February 2, 2021

AGENDA ITEM TYPE: Finance

RECOMMENDATION: Approve the Local Government Entity Reimbursement for COVID-19 submission and ratify the City Manager and Mayor's signatures of the Local Government Entity Certification Form.

STRATEGIC PLAN: 7.5. Funding and Delivery of City Services: Use equitable and sustainable sources of funding for appropriate City services, and deliver them in a lean and efficient manner.

BACKGROUND: COVID-19 local government reimbursement is through the Governor's Coronavirus Relief Fund (CRF) contained in the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") and assistance through the Federal Emergency Management (FEMA) Public Assistance (PA) grant program authorized under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

The CARES Act provides that payments from the CRF may only be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the local government; and
3. were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

In order to receive reimbursement for costs incurred due to COVID-19 related expenditures, the Department of Administration Local Government Services Bureau and the Governor's Office of Budget and Program Planning have developed a process to be used to compile and submit reimbursement

request. Requests for reimbursement must be submitted and will be reimbursed within 30 days of these deadlines. An entity will receive a maximum of four payments.

The City has followed this guidance for this final submission. This final submission is only for direct costs that were not budgeted. Please note that the total on the reimbursement submission is not what we will be reimbursed. In addition, this is just a request and based on our interpretation of constantly changing information regarding eligible expenditures.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by the Commission.

FISCAL EFFECTS: Nothing at this time, we will know what is funded once the application is processed.

Attachments:

[LGE-Certification-Form-for-COVID-19-Reimbursement-March-1---October-31.pdf](#)

[LGE-COVID-19-Reimbursement-Form_March-1-Oct-31.xlsx](#)

Report compiled on: January 21, 2021