



## Memorandum

**Date:** 10/6/2020

**Meeting of:** Committee of the Whole - Parks and Human Services

**File No.** CM 20-286

**Type:** Committee Memo

**TO:** Committee of the Whole - Parks and Human Services

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Planning and Community Development	Carol Helland	425-556-2107
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**DEPARTMENT STAFF:**

Planning and Community Development	Brooke Buckingham	Senior Human Services Planner
Planning and Community Development	Sarah Pyle	Community Development and Implementation Manager

**TITLE:**

CARES Act Round 2 Funding Plan

**OVERVIEW STATEMENT:**

The City has received notice that it is the recipient of additional Coronavirus Relief Funds made available through the passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES). Through Round 2 allocations, the City will receive an additional \$987,900. Staff is proposing that fund acceptance be placed on the consent agenda in order to facilitate both the allocation and expenditure of this time-sensitive funding.

☒ **Additional Background Information/Description of Proposal Attached**

**REQUESTED ACTION:**

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
N/A
- **Required:**  
N/A
- **Council Request:**  
N/A
- **Other Key Facts:**  
N/A

**OUTCOMES:**

This is an informational briefing in preparation for the upcoming Council Business meeting, scheduled for October 20, where Council will be asked to accept CARES Act Round 2 funding and endorse the plan outlined in Attachment A on the Consent Agenda.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
N/A
- **Outreach Methods and Results:**  
Human Services staff has coordinated with community partners to gather information and assess community needs, identifying ways in which funds can quickly be disbursed and have the greatest impact. Based on Round 1 grants provided through OneRedmond, we are also more informed regarding small business needs in our community.
- **Feedback Summary:**  
Rental assistance, food assistance, shelter and day center services, and small business support continue to be in high demand. The City is also seeking to cover various costs associated with mitigating COVID-19 and to secure additional Personal Protection Equipment as we enter the winter season.

**BUDGET IMPACT:**

**Total Cost:**

Round 1: \$1,975,800    Round 2: \$987,800

**Approved in current biennial budget:**      ☐ Yes      ☒ No      ☐ N/A

**Budget Offer Number:**

N/A

**Budget Priority:**

N/A

**Other budget impacts or additional costs:**      ☒ Yes      ☐ No      ☐ N/A

***If yes, explain:***

There are administrative costs associated with administering and monitoring contracts.

**Funding source(s):**

Coronavirus Aid, Relief, and Economic Security Act (CARES) Act Funds

**Budget/Funding Constraints:**

Per CARES guidelines, cities may cover and seek reimbursement for costs that: 1) Are necessary expenditures incurred due to the public health emergency with respect to COVID-19; 2) Were not accounted for in the budget most recently approved as of March 27, 2020; and 3) Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020. These may include expenditures incurred to allow the local government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures in response to second-order effects of the emergency, such as economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

☒ **Additional budget details attached**

Round 2 CARES Act funding will be used to support the same areas of need that were identified during City Council acceptance of the Round 1 funding. Funding will continue to be used to support food security, childcare and shelter

services, small business grants, and acquisition of personal protective equipment and other safety items. CARES Act funding can also be utilized for the purpose of rental assistance. 1406 sales tax credit funding, previously identified for rental assistance, will be redirected to address unmet needs identified in 2021. Attachment A provides a preliminary funding plan that will be revised as necessary to ensure that fund recipients are able to commit and distribute all the funds allocated to them by the CARES Act deadline.

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
7/21/2020	Business Meeting	Approve
10/6/2020	Committee of the Whole - Parks and Human Services	Receive Information

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
10/20/2020	Business Meeting	Approve

**Time Constraints:**

Expenses must be incurred by the end of this year, so providing sufficient notice to subgrantees is critical in order to meet these deadlines. All final requests for reimbursement must be received by the Department of Commerce no later than November 15, 2020.

**ANTICIPATED RESULT IF NOT APPROVED:**

If CARES Fund acceptance is not acted upon promptly, the opportunity to commit and distribute the funds in advance of the deadlines will be limited, and available Federal funding for COVID response in Redmond could be lost or diminished.

**ATTACHMENTS:**

[Attachment A: CARES Act Round 2 Funding Plan <Attachment%20A%20CARES%20Round%202%20Plan%20093020.xlsx>](#)