

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 25, 2021
Item No.: 9.d

Department Approval

Michelle Dietrick

City Manager Approval

Samir T. Tanager

Item Description: Receive Final CARES Funding Expenditure Report

BACKGROUND

The City received an allocation of \$2,732,742 in federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funds through the State of Minnesota in July. The CARES Act allows these funds to only 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 government; (3) Were incurred during the period that began on March 1, 2020 and ends on December 30, 2020. Under guidance from the State of Minnesota, cities had to expend the CARES dollars by November 15, 2020.

At the September 28, 2020 City Council Meeting, the City Council approved the expenditure plan for the use of these funds. The prioritization of the use of these funds was to (1) reimburse direct unbudgeted purchases and services related to the COVID-19 public health emergency, (2) Economic assistance to businesses and residents through the Roseville Small Business Relief Fund and Residential Relief Fund, (3) Budgeted personnel and services diverted to a substantially different use, including public safety and other employees whose functions were diverted to other duties due to COVID-19.

The City reported final CARES fund expenditures in the following categories:

Improve Telework Capabilities of Public Employees	109,299.32
Medical Expenses-2 COVID tests	153.38
Personal Protective Equipment	178,709.81
Public Health Expenses	188,750.07
Small Business Assistance	332,113.00
Housing Support	135,905.86
Budgeted Personnel and Services Diverted to a Substantially Different Use	12,150.47
Payroll for Public Health and Safety Employees	1,775,660.09
Total Spent	2,732,742.00

Examples of cost incurred related to improving telework capabilities include purchase of laptops & monitors, cameras and microphones for desktop computers, software licensing, zoom meeting software licensing, city owned cell phones.

Personal protective equipment included costs associated with sanitizing products and personal protective equipment for public safety personnel – police and fire. This included N95 and other face masks, face shields, thermometers, sanitizer and cleaning supplies, protective gowns and gloves and Squad cleaning

26 equipment.

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28 Public Health expenditures include disinfection of public areas and other facilities in response to the
29 COVID emergency, public safety measures undertaken in response to COVID 19 and recovery planning
30 projects. This included N95 and other face masks, thermometers, sanitizer and cleaning supplies for non-
31 public safety personnel, plexiglass and other dividers at public counters, at license center and in the
32 council chambers.

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34 Budgeted personnel and services diverted to a substantially different use includes communications,
35 human resources and administration time spent communicating various stages of closure, writing and
36 communicating policies to address COVID and various other communications early in the pandemic.
37 Departments documented time spent addressing COVID related issues which were not part of their
38 normal job duties. The City has more documented costs than were claimed in this area.

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40 Payroll for public safety employees has been a reimbursable cost under all of the various CARES
41 directives. The City has more documented costs than were claimed in this area.

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43 The Roseville EDA contracted with Open to Business and Community Action Partnership of Ramsey &
44 Washington Counties to administer the small business and housing support grant programs. There were
45 31 business grants given out and 54 housing support grants given out during the short time frame of
46 September – November 15.

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48 **POLICY OBJECTIVE**

49 The City followed Council approved expenditure plan for the use of the CARES act funds.

50 **FINANCIAL IMPACTS**

51 Not applicable.

52 **STAFF RECOMMENDATION**

53 Staff recommends acceptance of this report as final accounting for the use of the CARES Act funds
54 received.

55 **REQUESTED COUNCIL ACTION**

56 Accept this report as the final accounting for the use of the Coronavirus Aid, Relief, and Economic
57 Security Act funds through November 15, 2020.

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Prepared by: Michelle Pietrick, Finance Director