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**Adopting Public Emergency Resolution No. 460 -
Establishing a Program Funding and Implementation
Plan for the City's CARES Act Relief Funds and
Authorizing the City Manager to Enter into an
Interagency Agreement with the Washington State
Department of Commerce for Coronavirus Relief Funds**

John Norris, Assistant City Manager

June 8, 2020



Background

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- March 27 - Federal CARES Act appropriated \$2 trillion in funding for COVID response
- Relief Funds included in CARES Act – can be used for medical, public health, payroll, COVID-related, and economic support expenses
- April 27 – State of WA awards \$300 million in Relief Funds to local governments through Dept. of Commerce
- Shoreline will receive \$1,691,000 in Relief Funds; must be spent by October 31
- Must enter into Interagency Agreement with Dept. of Commerce to receive funds



Relief Funds – Program Funding and Implementation Plan

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\$981,100 - City direct COVID-19 Response

\$410,000 - Small Business Support Program

\$300,000 - Human Services Support Program

\$1,691,000 - Total



City COVID-19 Expenses

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- Covers \$981,000 in City costs of responding to COVID-19 Emergency
- City expenditure reimbursement examples include:
 - City payroll expenses and paid leave expenses for COVID response
 - Expenses for additional disinfection of public areas and facilities and purchase of PPE
 - Modification to City buildings for employee and public safety
 - Telework expenses
 - Portion of COVID-19 Community Response Grant Program
 - Business outreach and communication



Small Business Support Program

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- \$500,000 City-administered grant fund
- \$410,000 – CARES Act Relief Funds; \$90,000 - King County funding
- Grant awards up to \$20,000; partial grants could also be awarded
- Grant applications reviewed by staff; recommendation to the City Manager who will award
- Grant recipients required to enter into a Grant Agreement with the City



Small Business Support Program

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Eligibility Criteria

- Fewer than 25 employees
- In business since July 1, 2019
- Physical location within Shoreline in a commercial zone
- Experienced a loss of income due to COVID-19
- Business in good standing

Evaluation Criteria

- Quality of recovery plan
- Focus on serving general consumer categories, such as dining, entertainment, beauty services, etc.
- Independent business
- Number of jobs at risk
- Historically marginalized/underrepresented business



Small Business Support Program

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- ***Eligible Business Expenses***

- Payment of rent or required monthly loan payments
- Payments of regular wages, taxes, and typical benefits to employees
- Payment for personal protective equipment (PPE), sanitizer, disinfectant, or other supplies, equipment or physical changes in relation to the COVID-19
- Typical operating costs and expenses
- Typical draw or wages on a regular interval to owner



Small Business Support Program

Next Steps

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- Issue press release - June 9
- Application available online – June 12
- Application deadline – June 22
- Applications reviewed by staff – June 23-30
- Recommendations to the City Manager – July 1
- Grant award notices to businesses and grant agreements entered into – early July
- Grant award checks mailed – mid-July

Human Services Support Program

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| Food Support Program | Funding Amount |
|--|------------------|
| Shoreline School District Summer Sack Lunch and Breakfast Program – <i>supports staffing cost for distribution at four sites</i> | \$10,000 |
| Food Voucher Program – <i>provides up to 468 families access up to \$320 in additional food support over the summer</i> | \$150,000 |
| Shoreline-Lake Forest Park Senior Center Meal Delivery Program - <i>covers meal provision through the end of the year</i> | \$25,000 |
| Total | \$185,000 |

Human Services Support Program

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- Additional \$115,000 for unplanned expenses related to PPE and COVID-19 related cleaning supplies and activities
- Reimbursement to our agency partners
- Expenditures since March 23rd are eligible
- Total of \$300,000 for Food Support Program and partner agency PPE and COVID-19 related support



Proposed Council Action Tonight

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- Adoption of Public Emergency Resolution No. 460
- Authorizing the City Manager to Enter into an Interagency Agreement with the Washington State Department of Commerce for Coronavirus Relief Funds
- Council Rule of Procedure 6.1.B - public comment should follow tonight's staff presentation



Recommendation

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- Staff recommends that Council move to adopt Public Emergency Resolution No. 460 and authorize the City Manager to enter into an Interagency Agreement with the Washington State Department of Commerce for \$1,691,100 in Coronavirus Relief Funds.

