



September 14, 2020

Jason Brown  
County Administrator  
1801 27th Street, Bldg. A  
Vero Beach, FL 32960

Subject: CARES Act Revised Spending Plan

Jason,

The City of Sebastian previously provided our spending plan via my letter dated July 27, 2020 for the initial \$924,322 allocated to us from the Coronavirus Relief Fund. After our actual experience with the spending categories and due to the need to promptly spend this allocation, we would like to modify the spending plan to the following:

**1. \$40,000.00 for COVID Required Direct Expenditures:**

The City will first use the allocation as reimbursement for the direct cost we have incurred for special supplies and equipment that was needed to handle operations during the pandemic. This will include such expenses as adding technology to connect employees working from home and for conducting remote public meetings; disinfectant supplies and equipment; wellness guards at workstations serving the public; non-contact thermometers; and other minor expenses that were considered necessary.

**2. \$80,000.00 to COVID Required Employee Sick Leave/Time:**

The City will next use the allocation as reimbursement for the unbudgeted payroll expenses on City of Sebastian employees whose time was diverted to functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency and payroll expenses of providing paid sick and paid family and medical leave to enable compliance with COVID-19 public health precautions.

**3. Yet to be Determined Amount to Provide Self-Testing Kits:**

The City desires to purchase self-testing kits that can be distributed to employees and residents. The individuals would have instructions for taking the sample and sending it to the laboratory, which would then mail back the results. This category will be used if needed to reach the \$924,322 allocation, if the other categories are not expended before September 30<sup>th</sup>.

**4. \$380,000 to COVID-19 Small Businesses and Their Employees Grants:**

It appears fairly certain that at least this amount will be expended before September 30<sup>th</sup>. Since applications for these grants were advertised as requiring submission before September 30<sup>th</sup>, the City may well exceed the \$380,000 before then.

**5. \$424,322 to COVID-19 Rent and Mortgage Relief:**

The City hopes to partner with the County to disperse as much of this allocation as possible prior to September 3<sup>th</sup>. Should this not be possible, the remainder of the total allocation will be used on the other categories as necessary to expend the total \$924,322 allocation.

Again, we appreciate that these funds have been made available. We anticipate that this letter will support the enclosed FIRST AMENDMENT TO INDIAN RIVER COUNTY CARES ACT AGREEMENT and be used as the referenced Revised Scope of Work in Paragraph 2. Please execute the FIRST AMENDMENT and return a copy to the City for our records.

Respectfully,



Paul E. Carlisle  
City Manager  
City of Sebastian

Attached: FIRST AMENDMENT TO INDIAN RIVER COUNTY CARES ACT AGREEMENT