



November 24, 2020

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

Subject: CARES Act Revised Spending Plan

Jason,

Paul Carlisle directed me to send you this Revised Spending Plan in consideration of the email he received from Kristin Daniels stating the County will be presenting a final CARES Act revision to the Board of County Commissioners on December 1, 2020.

The City of Sebastian previously provided our spending plan via a letter from Paul dated September 14, 2020 for the \$924,322 allocated to us from the Coronavirus Relief Fund. After the City's actual experiences to date, we would like to modify the spending plan to the following:

**1. \$255,000.00 for COVID Required Direct Expenditures:**

The City anticipates using this amount as reimbursement for the direct cost we have incurred and expect to continue using for special supplies and equipment needed to handle operations during the pandemic. This includes 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 expenses considered necessary to responsibly operate.

**2. \$110,000.00 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. \$403,500 to COVID-19 Small Businesses and Their Employees Grants:**

We discontinued this program as of September 20, 2020. We paid \$380,000 directly to small business owners impacted by the pandemic, plus another \$23,500 to those employees impacted that lived within our City limits and worked for those small businesses that qualified for those grants.

**4. \$40,000 to COVID-19 Rent and Mortgage Relief:**

The City hopes to spend about this amount or more on grants to landlords and mortgage holders that have City residents with past-due payments as a result of the pandemic. This program is still active and it is difficult to estimate how many applicants may be approved.

**5. \$115,822 Remainder to Other Qualified COVID-19 Expenditures:**

The remainder of the total allocation will be used as much as possible for additional expenditures in the above categories as necessary to expend the total \$924,322 allocation.

Again, we appreciate that these funds have been made available. We hope that this letter can address the need to present the revision to the Board of County Commissioners. I have attached a draft for a "Second Amendment to the Indian River County Cares Act Agreement" for your review. Should this be acceptable, let me know and we will obtain the necessary City signatures and forward it to you for execution by the County.

Respectfully,

Kenneth W. Killgore  
Administrative Services Director/CFO  
City of Sebastian

Attached: SECOND AMENDMENT TO INDIAN RIVER COUNTY CARES ACT AGREEMENT