



STAFF REPORT

To: Summit County Council
From: Janna Young, Deputy County Manager
Matt Leavitt, Financial Officer
Date of Meeting: January 13, 2021
Type of Item: Summary of CARES Act Expenditures
Process: Work Session

Requested Council Action

None

Background

On March 27, 2020, President Trump signed the Coronavirus Aid, Relief and Economic Security (CARES) Act, which Congress developed to provide relief to state and local governments in their response to the COVID-19 public health emergency.

This legislation provided \$1.25 billion in federal money to the State of Utah, \$934.8 million of which was paid directly to the state government (the remaining amounts were direct appropriations to Salt Lake County and Utah County due to their population size).

The State decided to distribute a portion of its \$934.8 million payment to Utah counties and municipalities.

Summit County directly received \$5,938,785 in CARES Act funds, allocated in three different tranches paid in June, August, and October. The municipalities located in Summit County also received their own allocations. When factoring in what Park City, Kamas City, Francis City, Oakley City, Coalville City, and the Town of Henefer received, a total of \$10.05 million of CARES Act funding went to Summit County.

Eligible Expenditures

The CARES Act provides that payments may only be used to 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 local government's most recently approved budget as of March 27, 2020 (the date of enactment of the CARES Act)
3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Spending Deadline

Initially, counties and cities had until November 30, 2020 to spend all CARES Act monies received, which was a state-imposed deadline (the federal spending deadline was December 31, 2020). Summit County was granted an extension from the state, allowing us to spend CARES Act dollars through December 31, 2020 to cover temporary staff we had supporting the Health Department with contact tracing and case investigations, among other outstanding expenditures.

On December 27, 2020, President Trump signed into law a new stimulus bill that extended the spending deadline for CARES Act funds through December 31, 2021, among other extensions to relief programs related to the COVID-19 pandemic. The state informed counties and cities soon after this extension became official that the state's new deadline for spending CARES Act funds is June 30, 2021. While the federal bill does allow additional time beyond June 30, given that the prior deadline was very near at the time it was extended, the Governor's Office felt June 30th provided sufficient time for counties and cities to spend all CARES Act funds.

Unfortunately, since the extension occurred so close to the original deadline, Summit County spent most of the funds we had been allocated and will not benefit greatly from this extension. Where this extension will be helpful is giving the County more time to spend the funds allocated to the mass vaccination clinics, which have not yet been spent entirely.

Summary of Summit County's CARES Act Expenditures

At previous Council meetings, staff has presented proposed expenditure plans for each of the three funding tranches on which the Council provided direction. Now that most of the County's funds have been expended, Staff wanted to report to the Council a summary of where all the monies went and address questions.

As challenging as it was to spend close to \$6 million in a very short period with rules and restrictions tied to it, CARES Act funds were extremely beneficial in providing relief to both the County organization and to the community.

As illustrated in the following chart, a large portion of the funding (a combined total of approximately \$2.3 million) went towards County COVID-19 related payroll (including pandemic payments to employees), equipment (hardware for employees to telework, EOC, VMS signs, and mobile command), materials and supplies, and improvements of our facilities to make them safer for staff and the public. Another significant allotment went to community aid and assistance (close to \$2.3 million), and the local school districts (\$481,356).

Included in the community aid and assistance expenditures are*:

- \$3,000 to the County’s Health promotion team for virtual physical education classes at elementary schools
- \$100,000 for the Junior Livestock booster fund at the County Fair
- \$110,000 to the Park City Chamber of Commerce, Visitors Bureau for tourism marketing
- \$1.01 million for small business and nonprofit grants
- \$1.05 million to Park City Community Foundation for community assistance/COVID-19 relief grants**

*NOTE 1: Not reflected in the list is the personal protective equipment (PPE), such as masks, gloves, and hand sanitizer that the County provided to local businesses and vulnerable populations. While originally budgeted in the County’s CARES Act tranches, the state, from whom we ordered the materials, did not charge us for them. The County distributed the equivalent of close to \$200,000 on PPE to the public.

**Note 2: Later this quarter, the Park City Community Foundation will present to the Council more detail regarding the nonprofit organizations that received grants and on which relief services they used the funds.

Summary of Summit County’s CARES Act Expenditures	
Category	Amount
Salaries & Benefits	\$610,000
Equipment	\$785,500
Facility Improvements & Rentals	\$451,095
Materials & Supplies***	\$926,150
Testing & Vaccinations	\$898,040
Community Aid & Assistance	\$1,223,000
Community Relief Grants	\$1,045,000
Total:	\$5,938,785

***Materials and Supplies includes the \$481,356 provided to the Park City School District and South Summit School District combined. These monies reimbursed the districts for costs they incurred for PPE, sanitization equipment, and other supplies to keep schools open and safe for students and staff. This line item also includes monies provided to the Park City Fire District, reimbursing them for sanitization materials.

Conclusion

Overall, as a community, Summit County received a little over \$10 million in federal relief dollars from the CARES Act when considering all the allocations that went to both the County and municipalities. The cities did a tremendous job of covering their own expenses related to the emergency and providing relief to the community in the form of grants to businesses, utility payments, and support to the schools, among other assistance. Summit County worked well with the cities in assisting with CARES Act compliance and coordinating expenditure plans.

Summit County benefitted greatly from this federal relief funding. Compared to all the other counties in the state, Summit County's expenditure plan was by far the most complex, covering myriad eligible expenditures to spread the relief as far as possible. A tremendous amount of work from multiple County departments and staff went into implementing the expenditure plan and spending these monies quickly.

Specifically, Helen Strachan in the County Attorney's Office served as counsel, reviewing expenditures for eligibility, and drafting funding agreements. She also provided legal assistance to the Special Service Districts and cities.

Jeff Jones, Economic Development Director, created and implemented the small business and nonprofit grant programs, which included a partnership with Mountainlands Association of Governments, developing the rating criteria, and reviewing and ranking all the applications received.

Ron Boyer, IT Director, and Alan Siddoway in the Sheriff's Office equipped the Emergency Operations Center.

Ron also procured a cellular gateway to improve connectivity across the County for emergency communications and more effective teleworking. Phil Bartholomew, Brian Craven, and Ed Woolstenhulme, also in the IT Department, purchased, imaged, and deployed laptops, monitors, and other hardware and software employees needed to successfully telework.

Mike Crystal, Cindy Sipe, Jaclyn Rowser, Kayli Hudson, and other individuals from the County's Facilities Department procured and installed touchless appliances, plexiglass, and sanitization devices to make our facilities safer for employees and the public.

Phil Bondurant, Chris Crowley, and Cindy Keyes in the Health Department purchased supplies and equipment needed to expand testing in the County and prepare for mass vaccination clinics. They also hired and managed the

contracts for temporary staffing for contact tracing, case investigations, and business compliance with health orders.

Derek Siddoway, Communications and Public Engagement Director, initiated and managed contracts for communications assistance, marketing, and the livestock booster fund for the County Fair. He was also instrumental in procuring branded cloth, reusable masks for the three areas of the County, and launching the #OneSummit marketing campaign.

Ed Wilde in the Sheriff's Office and the school resource officers purchased and handed out gift cards to local high school students for going above and beyond to comply with the facemask order and other COVID-19 protocols.

Derrick Radke, Public Works Director, procured several variable message signs to help with wayfinding and communications.

Kathryn McMullin, Emergency Manager, procured a mobile command center and other equipment to effectively manage emergencies regardless of where they occur in the County.

Matt Leavitt, Clay Coleman, and the entire Finance Department provided critical support in completing purchase requisitions and the accounting of all the dollars spent, as well as offering guidance for the grant programs and strategies to maneuver around the restrictions to accomplish what the Council wanted to with the dollars.

Thanks to this team, and many others, the County was successful in fully utilizing close to \$6 million in federal relief funding to provide critical assistance to the County and to many individuals, families, and businesses in the Community.

**Summit County's Updated CARES Act Expenditure Plan –
All Tranches**

Allocation	Item/Expenditure	Amount
JUNE Tranche	Expanded testing in the County (PCR & Antibody)	\$40,000
	First half of PPE and equipment expenditures for mass vaccinations and drive-thru clinics	\$300,000
	Gift cards for high school students for mask compliance education & to support local businesses	\$10,000
	Contact tracing, case investigations, business compliance contractors (majority covered by a Health Dept grant)	\$40,000
	IT upgrades to improve telework capabilities for public employees (cellular gateway, fiber at Fairgrounds, hardware)	\$200,000
	Communications related to COVID-19 health orders (includes staff positions & contract with Riester marketing and advertising)	\$100,000
	EOC equipment for two centers (2 conference phones, 10 laptops, 6 desk phones, service for the phones, high-quality printers, scanners, zoom licenses, misc. cords)	\$40,000
	Facilities improvements (touchless appliances in bathrooms; UV light sanitization; modifications to workspaces to facilitate social distancing; Ledges panels)	\$251,095
	Grant program to small businesses and nonprofits	\$600,000
TOTAL:		\$1,581,095
Allocation	Item/Expenditure	Amount
AUGUST Tranche	County payroll for employees working on the COVID-19 emergency response	\$764,530
	IT improvements to facilitate telework & emergency response (equipment for employees; network enhancements; cameras; software; WiFi (courthouse & external buildings)	\$300,000
	Livestock Sale Booster Fund	\$100,000
	Emergency Manager for Recovery Planning	\$50,000
	Temporary staffing: facilities cleaning/sanitizing; Nursing Director; DMV crowd control	\$200,000
	Assistance to individuals/families - partnership with PC Community Foundation	\$545,000
	School Districts Support: PCSD: Parent packets, touchless fixtures for restrooms, audio enhancements for remote learning, sanitization and PPE supplies, signage, and janitorial contract (\$431,356.47) South Summit: Plexiglass & sanitization materials (\$50,000)	\$481,356
TOTAL:		\$2,440,886

Tranche	Item/Expenditure	Amount
OCTOBER Tranche	Second half of PPE and equipment for mass vaccinations	\$197,000
	Various community needs identified by the Health Promotion team (senior care kits, play works)	\$3,000
	Storage for mass vaccinations equipment (lease for rental unit)	\$15,000
	Rapid tests and machines for local businesses in compliance with Governor's shortened quarantine	\$200,000
	People's Health Clinic medical professionals to conduct rapid tests for schools	\$6,865
	County expenses on mitigation or/response to COVID-19 (including payroll, purchases, etc.)	\$140,000
	Flu vaccines for part-time and seasonal County employees, and reimbursement to County health plan for the cost of COVID-19 testing of employees	\$1,500 (vaccine) \$35,000 (tests)
	VMS message towable units for COVID-19 communications, and wayfinding/directions for mass vaccination clinics (5 signs at \$19,100 each)	\$95,000
	Emergency Manager mobile command vehicle and equipment to use for mass vaccination coordination/communications, PPE distribution to first responders, and scenarios involving temporary clinical facilities (if local hospital exceeds capacity)	\$110,000
	8 mobile emergency support function workstation pods for the EOC	\$9,440
	EMS Sanitization Equipment/Materials	\$34,000
	Communications about health orders	\$50,000
	Remarketing tourism (coordinated marketing campaign with the Park City Chamber, Visitors Bureau)	\$110,000
	Second round of grants to local businesses	\$410,000
	Second round of grants to PCCF for relief to individuals/families	\$500,000
TOTAL:		\$1,916,805

TOTAL for ALL TRANCHES: \$5,938,786
Max Grant Award \$5,938,786