

M E M O R A N D U M

To: Tom Harmer, Town Manager
From: Susan Smith, Finance Director
Report date: January 19, 2021
Meeting date: February 1, 2021
Subject: Request for Authorization to Execute an Interlocal Agreement with Sarasota County for CARES Act Funding

Recommended Action

Authorize the Town Manager to execute the Interlocal Agreement with Sarasota County for CARES Act Funding.

Background

The State of Florida declared a State of Emergency due to the COVID-19 pandemic on March 9, 2020. On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law by President Trump, creating the Coronavirus Relief Fund, providing approximately \$8.3 Billion to the State of Florida. On July 23, 2020 Sarasota County and FDEM entered into Agreement No. Y2263 providing funds to Sarasota County to which the County may provide financial assistance to individuals and entities impacted by COVID-19 pandemic.

On October 1, 2020, the County established an allocation of financial assistance for public sector entities and Longboat Key has been allocated the following:

- Health & Medical \$38,661;
- Safety and Security Law Enforcement \$12,855; and
- Safety and Security Other \$62,732.

The County agrees to pay the Town a maximum of \$114,248.00 under this agreement, on a cost reimbursement basis.

The Town signed a similar interlocal agreement with Manatee County which established its own method of allocating funds. The Town's invoices to be claimed for reimbursement are required to be split between Manatee (33.62%) and Sarasota County (66.38%) based on the percentage of the population that represents each County as of the 2019 U.S. Census Estimates. The \$114,248 is Sarasota County's portion of the costs eligible for reimbursement to the Town.

There are specific guidelines we must follow to receive funding as outlined in the Interlocal Agreement. The Town must identify costs incurred as a result of COVID-19 and the expenses must be in accordance with, but not limited to, the following requirements:

- Only necessary expenditures incurred by the Town due to public health emergency with respect to the Coronavirus Disease (COVID-19) shall be included;
- Expenditures shall not be accounted for in the most recently approved Budget as of March 27, 2020;
- Expenditures shall be incurred by the Town during the period that begins March 1, 2020 and ends on December 30, 2020; and
- Costs may include employee payroll, associated fringe, personal protective equipment, COVID-19 testing, supplies and equipment necessary to facilitate interacting with member of the public and social distance requirements, adapt the organization to COVID-19 or to otherwise comply with recommended CDC guidelines.

The Finance Department has already submitted reimbursement requests to both Sarasota County and Manatee County.

This Interlocal Agreement shall terminate on May 1, 2021. To enter into the Agreement requires authorization from the Town Commission.

Staff Recommendation

Authorize the Town Manager to execute the Interlocal Agreement with Sarasota County for CARES Act Funding.

Attachments

Town of Longboat Key CARES Act Interlocal Agreement (Available in Town Clerk's Office)

End of Agenda Item