Legislation Text

File #: BILL NO. 20-194, **Version:** 1

An Ordinance allocating additional Coronavirus Relief Funds to certain non-profit entities and authorizing the City Manager to execute agreements to distribute the same on behalf of the City of Lee's Summit.

Issue/Request:
An Ordinance allocating additional Coronavirus Relief Funds to certain non-profit entities and authorizing the City Manager to execute agreements to distribute the same on behalf of the City of Lee's Summit.

Proposed Committee Motion:
I move to recommend to City Council for approval of an Ordinance allocating additional Coronavirus Relief Funds to certain non-profit entities and authorizing the City Manager to execute agreements to distribute the same on behalf of the City of Lee's Summit.

Proposed City Council Motion:
FIRST MOTION: I move for second reading of an Ordinance allocating additional Coronavirus Relief Funds to certain non-profit entities and authorizing the City Manager to execute agreements to distribute the same on behalf of the City of Lee's Summit.

SECOND MOTION: I move for adoption of an Ordinance allocating additional Coronavirus Relief Funds to certain non-profit entities and authorizing the City Manager to execute agreements to distribute the same on behalf of the City of Lee's Summit.

Background:
On September 14, 2020 the City Council directed staff to allocate an additional $150,000.00 in Cornavirus Relief Funds to certain non-profit entities, and to work with those entities through a modification process of their existing applications. On September 16, 2020 each applicant received a notice of the additional process moving forward.

On September 23, 2020 a Technical Assistance meeting was held with each of the interested applicants. At this meeting the requirements for the funding and the application were reviewed. Questions were also answered by the staff review group. Applications were due back to the City by 5:00 pm on September 30, 2020. The City received nine applications in response to the second round of funding, and the applications requested an aggregate of $225,577.85 in funding.

Individual interviews were held with each applicant on October 5, 2020 and October 6, 2020. The interviews provided an opportunity for the review group to ask questions and seek clarity on the applications. Each applicant also had the opportunity to provide additional relevant information. Upon conclusion of the interviews, the staff review group prepared the attached funding recommendation for consideration by the City Council. Of the $225,577.85 requested, $92,969.57 was deemed to be ineligible per the CARES Act requirements.

Information below this line outlines the process utilized for the initial allocation of $335,000 of Coronavirus Relief Funds.

$335,000 has been set aside for distribution to Lee's Summit nonprofit organizations. These funds are to be awarded based on expenses incurred or business interruption losses as a result of responding to or mitigating against the impacts of COVID-19. Multiple requests were received and evaluated based on the following criteria:

- Access to and receipt of other funding sources to respond to and mitigate against COVID-19; Percent of other funds received that will be used to provide specified service
- Clear and specific correlation between planned use of funds and how such service/activity responds to and mitigates against COVID-19
- Estimated number of Lee's Summit citizens and/or businesses that will benefit from services/activity
- Demonstrated ability and plan to reach and assist a broad and diverse group of Lee's Summit citizens and/or businesses
- Percentage of funds that will spent within the City of Lee's Summit boundaries and be used to directly benefit Lee's Summit citizens and/or businesses
- Experience in providing assistance to public

All sub-recipients must also comply with the Federal Regulations associated with the CARES Act, U.S. Department of Treasury Guidance and Frequently Asked Questions documents. Additional consideration was given to expenses that have already been incurred, clarity of the overall request, amount of on-going operational expenses, and the ability to utilize the funds within the required time.

$623,624.49 was requested. Not all of the requests received were deemed to be eligible expenses. Please see the attached exhibit for the complete allocation recommendation.

The review committee included members of City Staff from various departments and included:

Dan White, Chief Counsel of Management and Operations
Amy Koeneman, Administration Manager, Development Services
Sarah Tilbury, CDBG Administrator, Development Services
Alysia Townsend, Safety & Wellness Specialist, Human Resources
Glenda Masters, Cultural Arts Manager, Cultural Arts

Ryan Elam, Director of Development Services

Staff recommends approval of the Ordinance.