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RESOLUTION NO. 460

A PUBLIC HEALTH EMERGENCY RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, ESTABLISHING A PROGRAM FUNDING AND IMPLEMENTATION PLAN FOR THE CITY OF SHORELINE'S CARES ACT RELIEF FUNDS.

WHEREAS, due to the COVID-19 public health emergency, the U.S. Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Public Law 116-136, which provides funding to assist individuals, businesses, and governments in responding to COVID-19; these funds are administered by the U.S. Treasury Department; and

WHEREAS, the U.S. Treasury Department has provided six (6) categories of primary allowable expense categories for CARES Funds: medical; public health; payroll; COVID-19 public health compliance measures; small business economic support; and other expenses necessary to the function of government; and

WHEREAS, for Washington cities such as Shoreline, CARES funds are distributed via the State of Washington which, has awarded Shoreline $1,691,100 in funding based on its population; and

WHEREAS, the City Council desires to establish a Program Funding and Implementation Plan that utilizes the City's CARES Funds for City-direct expenses; a small business support program; and a human services support program;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, HEREBY RESOLVES:

Section 1. Establishment of the City of Shoreline's CARES Act Relief Fund Program Funding and Implementation Plan.

A. The City Manager is directed to establish the CARES Act Relief Fund Program in an amount equal to that distributed to the City of Shoreline by Washington State in CARES Act funding and denote as such in the accounting records of the City. These funds shall be utilized in the following manner:

1. City-Direct COVID-19 Response Program $981,100
2. Small Business Support Program $410,000
3. Human Services Support Program $300,000

Section 2. Administration Procedures.

A. CARES Act Relief Funds shall be utilized for expenditures allowed pursuant to the CARES Act and guidance issued by the U.S. Treasury Department through October 31, 2020, unless another date is established by the U.S. Treasury Department or State of Washington.

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B. The City Council authorizes the City Manager, or designee, to execute any and all agreements and related documentation necessary to receive full and complete reimbursement of the City's allowable CARES Funds expenditures distributed under its CARES Act Relief Fund Program, including but not limited to an agreement with the State of Washington.

C. The City Council authorizes the City Manager, or designee, to execute any and all purchase orders or contracts with third-party vendors or organizations to distribute the City's CARES Act Relief Funds as provided for in this Resolution.

D. The City Manager is directed to develop an application process for the Small Business Support Program. This program shall permit businesses in good standing which have been operating within Shoreline since at least July 1, 2019 and with fewer than 25 staff members to receive a maximum of $20,000 in economic support for CARES Act eligible business expenses.

E. The City Manager is directed to distribute CARES Act Relief Funds in the following amount as part of the Human Services Support Program:

1. Food Support Program:
   a. Shoreline School District No. 412
      i. Summer Sack Lunch and Breakfast Program: $10,000
   b. Shoreline-Lake Forest Park Senior Center
      i. Meal Delivery Program: $25,000
   c. Summer Food Voucher Program: $150,000
      i. The City Manager is directed to develop a food voucher program. Eligible recipients shall be Shoreline families with children or other families with children enrolled in the Shoreline School District. The program will allow for distribution of up to two (2) vouchers of $160 each, for a maximum household distribution of $320. Vouchers are to be distributed until August 31, 2020.
2. Partner Agency COVID-19 Protection and Hygiene Supply Reimbursement Program: $115,000
   a. The City Manager is directed to develop a reimbursement process for the Partner Agency Program.
   b. This program shall permit current partner agencies to seek full reimbursement for expenses incurred between March 23, 2020 and May 31, 2020 for personal protection equipment and cleaning supplies or services.
   c. If reimbursable expenses exceed the funding amount, then each partner agency shall receive a proportional share of the total funding amount.
   d. If reimbursable expenses do not exceed the funding amount, then the remaining balance shall be transferred for use by any other CARES Act Funding Program(s) established herein at the discretion of the City Manager.

Section 3. Communication. The City Manager shall implement a communications plan to broadly disseminate the availability of CARES Act Relief Funds to City of Shoreline businesses and human services providers.

Section 4. Reporting. The City Manager shall provide a monthly report at the first regularly scheduled meeting of the City Council each month regarding utilization of the CARES Act Relief

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funds in the prior month and, shall include the businesses and human services providers that received funding.

Section 5. Effective date. This Resolution shall take effect and be in full force immediately upon passage by the City Council.

Passed by majority vote of the City Council in an open meeting this 8th day of June, 2020.

Will Hall, Mayor

ATTEST:

Jessica Simulcik Smith, City Clerk