



To: VILLAGE COUNCIL
From: KYLE COLEMAN, DEPUTY VILLAGE MANAGER
Date: OCTOBER 29, 2020
RE: "CARES" ACT OVERVIEW AND ACTION OPTIONS DRAFT

As we approach the holiday season and the end of the calendar year, we are quickly running out of time to expend available CARES Act reimbursement funds. **It is critical that we make this decision by Friday, November 6th**, to allow sufficient time to execute this plan.

Timeline

- September 1, 2020: Lee County Board of County Commissioners allocates \$478,157 to Estero.
- December 31, 2020: Deadline to expend CARES Act-eligible funds.
- January 2, 2021: Deadline to submit reimbursement requests.

Restrictions

- Distributions to individuals, nonprofits and other organizations are not eligible for reimbursement. These restrictions include:
 - reimbursement of their costs
 - payment for mortgage/rent/utilities
 - donations
- Economic development programs are not eligible, including:
 - gift card purchases and distributions
 - business grants

All reimbursement requests are subject to (multiple) County and Federal reviews and there exists some uncertainties among communities about what is an eligible expense.



Also, the Village is not obligated to spend our allocation. We can return unused funds to the County, and they to the Federal government without penalty. To this point, we believe that several local governments will return funds.

The Village may also supplement these County and Federal funds with local General Fund dollars should these commitments be viewed as “life-safety” expenditures.

Past Expenditures

Thus far, the Village has expended \$110,000 on items we believe to be eligible for reimbursement. This includes the PPE care package giveaway on October 24th, where nearly 4,000 packages were distributed to the public. These expenditures are outlined below.

Completed Operational Expenditures (totaling about \$55,500) including:

- laptops for council and staff (\$45,000)
- council chambers computers and audio (\$5,300)
- Village hall deep cleaning (through October) (\$4,900)
- reusable masks (\$300)

Completed PPE Expenditures (totaling about \$54,500), including:

- n-95 masks (\$31,700)
- reusable masks (\$13,200)
- hand sanitizer (\$4,700)
- reusable totes (\$4,400)
- miscellaneous (car rental, parking) (\$500)

Upcoming Expenditures

There are several planned expenditures that mark a continuation or execution of previously stated Council policy. These are outlined below, and represent a total expected cost of \$12,000.

Planned Operational Expenditures (totaling about \$12,000), including:

- teleconferencing improvements (\$5,800)
- plexi-glass installation in Village hall (\$5,000)
- Village hall deep cleaning (through December) (\$1,200)



Decision Point

The Village has spent or will spend about \$122,000 of the \$478,157 reimbursement allocation. **About \$355,657 in available reimbursement funds remain. The Village Council will be asked to provide direction on what projects, if any, should be pursued.**

Several projects believed to be reimbursement eligible are outlined below, in no particular order. All projects can be completed by the stated deadline, if approved by Friday, November 6th. The costs are estimates at this stage. A matrix of all available options is provided at the end to support discussion.

Option 1: Council & Staff Testing (totaling \$0-\$2,500-?)

- Method A (\$0): Advise Staff and Council to attend Century Link Stadium testing site. This is a molecular test, which is most accurate, does not require an appointment and is free to the public.
- Method B (\$2,500): Advise Staff and Council to attend *MedExpress* testing site (at the corner of Estero parkway and US-41, adjacent to Walmart). This is also a molecular test, does not require an appointment and is free to those on Medicare.
- Method C (?): If it is determined that Methods 1 and 2 are not acceptable, an alternative solution can be researched. This option complicates our timeline, but is possible.

Option 2: Community Testing (totaling \$0-\$130,000-?)

- Method A (\$0): Advise the community to attend the Century Link Stadium testing site.
- Method B (\$130,000): Provide a mobile testing site, rotated through 10-20 locations in Estero, both in and out of gated communities, over a month's time. This assumes 50 tests per day, at a cost of \$130 each.
- Method C (?): If it is determined that Methods 1 and 2 are not acceptable, an alternative solution can be researched. **This option complicates our timeline, but it is possible.**

Option 3: Care Package Distribution (totaling \$0-?)

- Method A (\$0): Distribute remaining ~1,000 care packages (masks, hand sanitizer, reusable bags, information flyers) via Councilmembers
- Method B (\$0): Distribute remaining care packages via partner nonprofits (Estero Chamber of Commerce, ECCL, Rotary Club, Elks Club, etc.)



- Method C (?): If it is determined that Methods 1 and 2 are not acceptable, an alternative solution can be researched. **This option complicates our timeline, but is possible.**

Option 4: Residential Mask Distribution (totaling \$105,600-\$125,600-?)

- Method A (\$125,600): Mail two Estero-branded masks to each home in Estero.
- Method B (\$105,600): Distribute two Estero-branded masks to each home in Estero, via Councilmembers.
- Method C (\$105,600): Distribute two Estero-branded masks to each home in Estero, via partner nonprofits.
- Method D (?): If it is determined that Methods 1, 2 and 3 are not acceptable, an alternative solution can be researched. **This option complicates our timeline, but is possible.**

Option 5: Business Mask Distribution (totaling \$52,800-?)

- Method A (\$52,800): Distribute requisite number of masks to each Estero business, via Councilmembers.
- Method B (\$52,800): Distribute requisite number of masks to each Estero business, via nonprofit partners.
- Method C (?): If it is determined that Methods 1, 2 and 3 are not acceptable, an alternative solution can be researched. **This option complicates our timeline, but is possible.**

	Option 1	Option 2	Option 3	Option 4	Option 5
Method A	1A: \$0	2A: \$0	3A: \$0	4A: \$125,600	5A: \$52,800
Method B	1B: \$2,500	2B: \$130,000	3B: \$0	4B: \$105,600	5B: \$52,800
Method C	1C: ?	2C: ?	3C: ?	4C: \$105,600	5C: ?
Method D				4D: ?	

The maximum total expenditure on new projects (given the listed options above) is \$310,900, which would leave \$44,757 in available reimbursement funds. The remaining funds could be expended via increases to any of the above proposals (more testing, more masks, etc.). This is a draft proposal, with final cost estimates needed for several of these items. **A decision is needed by Friday, November 6th to ensure that these projects can be executed by the stated County deadlines.**

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