



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: November 13, 2020

RE: **Report on the Disbursement of CARES Act Funds Through November 13, 2020**

Attached for City Council review is a copy of the Finance Director's Report on the Disbursement of CARES Act funds through November 13, 2020. Mr. Newell will attend the City Council meeting of November 19, 2020, in order to address any questions and/or concerns that Councilmembers may have.

MEMORANDUM
CITY OF KETCHIKAN, ALASKA
Finance Department
Office of the Finance Director

Bob Newell, Finance Director
Camille Nelson, Financial Analyst
Phone: (907) 228-5621
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TO: Karl R. Amylon, City Manager/KPU General Manager

FROM: Bob Newell, Finance Director

DATE: November 13, 2020

SUBJECT: Report on the Disbursement of CARES Act Funds – November 13, 2020

Attached to this memorandum is a report titled "Summary of CARES Act Disbursements to the Community" from Inception Through November 13, 2020. The intent of this report is to show the City Council the progress the City has made in disbursing CARES Act funds to the community.

At its meeting of July 2, 2020, the City Council passed and approved Resolution No. 20-2780, which appropriated \$7,119,347 from CARES Act funds to establish six programs designed to provide needed assistance to the residents and businesses of our community. At its meeting of September 17, 2020, the City Council adopted Resolution No. 20-2790, amending the 2020 General Government Operating and Capital Budget to appropriate the remaining funds allotted to the City under the CARES Act. As a result of this resolution, funds appropriated for the CARES Act programs increased from \$7.12 million to 12.28 million. The programs approved are as follows:

<u>Program</u>	<u>Amount</u>
Electric Utility Subsidy	\$ 600,000
Moorage Subsidy	299,347
Daycare Assistance - Round 1	350,000
Daycare Assistance - Round 2	350,000
Small Business Assistance	1,480,000
Residential Rent and Mortgage Assistance - Round 1	1,000,000
Residential Rent and Mortgage Assistance - Round 2	4,850,000
Nonprofit Relief and Recovery	270,000
City COVID-19 Expenses:	
Public Safety Wages and Benefits	2,460,018
General and Administrative Expenses	622,286
Total	<u>\$ 12,281,651</u>

As of November 13, 2020, the City has disbursed into the community \$5,825,488 of the \$12,281,651 available for distribution from CARES Act funds. The City has spent about 98.4% of the first installment of its CARES Act award and is now eligible for the second installment. The amount of the second installment is \$3,181,152. The City will be eligible for third installment once it has spent at least 80% of the combined total of the first and second installment.

Additional details about each program have been provided in the attached report. The community appears to be showing a high level of interest in the second round of the Residential Rent and Mortgage Assistance Program. As a result, the City expects to see the pace of spending pickup over

Karl R. Amylon
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the next two months. The City has been advised that the funds appropriated for the first round of the Daycare Assistance Program have been fully spent. The City is waiting for a final invoice from AEYC. The Port and Harbors Department will be forwarding applications for Moorage Assistance Program next week. This program has not been updated since the last report due to staff absences and illnesses.

Please let me know if you have any questions.

City of Ketchikan
Summary of CARES Act Disbursements To The Community
From Inception Through November 13, 2020

Residential Rent and Mortgage Assistance Program * ROUND 1				
Budgeted Amount	Total Applications Submitted	Applications Processed	Total Disbursed	Remaining Balance
\$ 1,000,000.00	628	628	\$ 988,628.00	\$ 11,372.00

Residential Rent and Mortgage Assistance Program * ROUND 2				
Budgeted Amount	Total Applications Submitted (Sept / Oct)	Applications Processed (Sept / Oct)	Total Disbursed	Remaining Balance
\$ 4,850,000.00	2072	2053	\$ 1,990,132.23	\$ 2,859,867.77

Electric Utility Subsidy Payment Program				
Budgeted Amount	Total Applications Submitted	Applications Processed	Total Disbursed	Remaining Balance
\$ 600,000.00	1495	1495	\$ 705,427.19	\$ (105,427.19)

Moorage Subsidy Program				
Budgeted Amount	Total Applications Submitted	Applications Processed	Total Disbursed	Remaining Balance
\$ 299,347.00	266	239	\$ 79,235.94	\$ 220,111.06

Nonprofit Relief and Recovery *				
Budgeted Amount	Total Applications Submitted	Applications Processed	Total Disbursed	Remaining Balance
\$ 270,000.00	32	32	\$ 350,000.00	\$ (80,000.00)

Daycare Assistance Program** ROUND 1				
Budgeted Amount	Total Applications Submitted	Applications Processed	Total Disbursed	Remaining Balance
\$ 350,000.00	10	10	\$ 232,065.00	\$ 117,935.00

Daycare Assistance Program** ROUND 2				
Budgeted Amount	Total Applications Submitted	Applications Processed	Total Disbursed	Remaining Balance
\$ 350,000.00				\$ 350,000.00

Small Business Assistance***				
Budgeted Amount	Total Applications Submitted	Applications Processed	Total Disbursed	Remaining Balance
\$ 1,480,000.00	N/A		\$ 1,480,000.00	\$ -

Total Budgeted	\$ 9,199,347.00	****
Total Disbursed	\$ 5,825,488.36	
Total Remaining	\$ 3,373,858.64	

* Program is administered by Community Connections

**Program is administered by the Southeast Alaska Association for the Education of Young Children (AEYC)

*** Program is administered by the Ketchikan Gateway Borough

**** Does not include \$2,460,018 for public safety employees and \$622,286 for the City's internal COVID-19 costs.