Council Memorandum

May 19, 2020

To: Honorable Mayor Hall and Members of the City Council
From: Laura Rocha, Deputy City Manager, Administrative Services
Via: Geoff Patnoe, Assistant City Manager
Re: Additional Materials Related to Staff Report Item No. 9 – COVID-19 Actions and Expenditures Report

This memorandum provides a breakdown of the costs of the city’s extensive emergency response efforts by department and type of cost as of May 15, 2020. These expenses are being tracked to understand the financial impact of COVID-19 on the city and to request state and the federal government reimbursement for eligible expenses. The next update will be provided on June 9, 2020.

<table>
<thead>
<tr>
<th>Department</th>
<th>Description of Item or Service</th>
<th>Purchase Order Amount Remaining</th>
<th>Expenditures to Date</th>
<th>Committed Funds</th>
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</thead>
<tbody>
<tr>
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Administrative Services Branch
1635 Faraday Avenue | Carlsbad, CA 92008 | 760-602-2415
<table>
<thead>
<tr>
<th>Department</th>
<th>Description of Item or Service</th>
<th>Purchase Order Amount Remaining</th>
<th>Expenditures to Date</th>
<th>Committed Funds</th>
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<tbody>
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<td>Grand Total</td>
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</table>

**Methodology**

The amounts above were compiled using data from the city's accounting system and inputs, estimates and data from department management analysts.

**Definitions**

- Cleaning supplies include disinfecting wipes, hand sanitizers, etc.
- Meals and meal supplies consist of senior meal program and meals at the emergency operations center.
- Protective gear includes, masks, gloves and other protective wear.
- IT equipment includes laptops, earbuds, adapters, etc.
- Salaries and wages represent staff hours worked on COVID-19 activities.

**Funding received**

On April 17, 2020 Carlsbad received $50,344 from the CARES Act Provider Relief Fund. The payment was automatic for hospitals and other healthcare providers on the front lines of the coronavirus response, including the city’s first responders. The distributed amount is based on the city’s share of 2019 Medicare fee for service reimbursements that the city receives for ambulance bills. The funding received will offset future COVID-19 reimbursement claims.
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On May 7, 2020 Carlsbad received $118,070 from the CARES Act Award of Housing Voucher program funds from the U.S. Department of Housing and Urban Development (HUD). The payment was automatically distributed by HUD for COVID-19 response and is restricted to Section 8 administrative expenses.

cc: Scott Chadwick, City Manager
    Celia Brewer, City Attorney