

# COVID-19

APRIL 8, 2020  
CITY COMMISSION UPDATE



CITY OF  
TALLAHASSEE

## Overview

Over the last four months, the novel coronavirus has spread across the globe, disrupting the safety, health, economy, and security of all societies. The Coronavirus Disease 2019 - commonly known as COVID-19 – was formally recognized as a threat to US communities in February 2020. Since February, the City of Tallahassee has been focused on protecting the community, preserving the health and safety of more than 3,000 City staff members, and delivering continued quality services to the Tallahassee area. To support these efforts, the City has made significant operational changes, developed new programs, and delivered new services, adapting continually to respond as new information becomes available. Many changes and modifications relate to services provided only by the City, and other programs are being established in partnership with the local medical sector and government partners. These include:

- Promoting CDC-recommended preventative measures since mid-to-late February.
- Modifying operational hours, services (including significant changes to Parks and Recreation services), and access to City facilities since early March to reduce public gatherings.
- Standing up a drive-through testing site at the Northwood Centre in early March, one of the first in the state and before there was a positive case in Leon County. The testing is being conducted by the local medical sector following agreed upon screening criteria. Approximately 100 patients have been tested each day.
- Implementing extended telework arrangements and limiting non-critical work travel.
  - Approximately 1,000 employees are telecommuting and an additional 1,500 are in rotational status.
  - Staff that are not able to work from home are operating on rotational schedules or are working individually or in small crews.
- Cancelling permitted events in March and April to reduce social gatherings in public.
- Cancelling City Commission and rescheduling CRA meetings in March to reduce public gatherings.
- Donating nearly 3,000 pounds of food in March to ensure those in need have food.
- Closing City offices to the public beginning March 23.
- Activating a \$1 million grant for local small businesses impacted by COVID-19. This action was taken jointly by the City and County Commissions through Blueprint and applies throughout the county.
- Suspending utility disconnects for non-payment and launching the Utility Relief Program for City utility customers facing financial hardships.
- Launching digital public meetings for the City Commission and CRA.

To date, these efforts seem to be slowing the transmission of the virus in our community. It has been reported that Tallahassee has one of the lowest per capita rates of infection in the Southeast. ***It is now important to be more vigilant than ever to take advantage of this result.*** As national, state, and local efforts to stem the impact of the pandemic move forward, the City remains focused on the health and safety of every member of the Tallahassee community.

This report summarizes the situational status of COVID-19 impacts on Tallahassee; City operational updates over the past month, new programs having an immediate impact on those the City serves; and an overview of Federal stimulus and aid packages to address the impact of COVID-19 and potential impact for Tallahassee.

## Situational Status

### Significant State and Community Actions

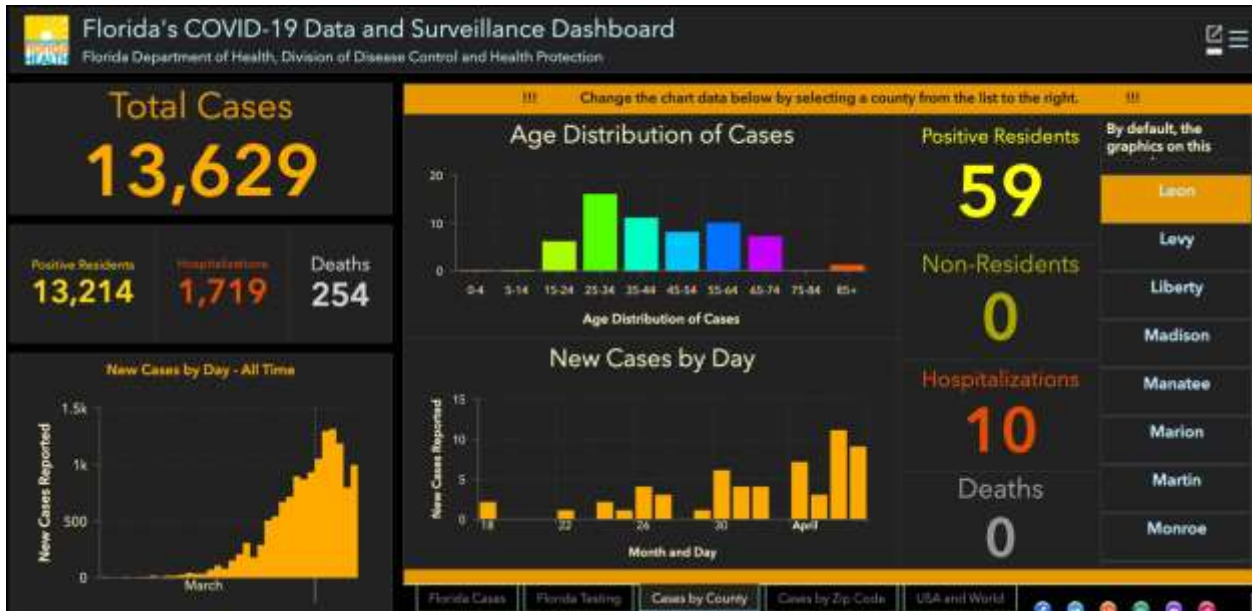
- March 11 – Testing site development began a week before the first positive test in Leon County.
- March 12 – City canceled Parks and Recreation activities, including Senior Center activities, and cancelled permitted community events, like Springtime Tallahassee.
- March 13 - Leon County Schools and local universities suspended on-campus learning.
- March 22-23 - State, County and City offices closed to the public.
- March 25 – County-wide Stay at Home Proclamation implemented.
- April 1 – State-wide Stay at Home Order, including suspension of non-essential activities and business, implemented.

On March 25, Leon County’s Stay at Home proclamation took effect. The proclamation, which was supported by City leadership, strongly encouraged all County and City residents to remain at home unless conducting essential activities and established a curfew from 11pm to 5am. The curfew was intended to mitigate the transmission of COVID-19 by promoting social distancing, limiting large gatherings, and protecting our most vulnerable populations from exposure to infection. This early, proactive measure reflects the City’s commitment to protecting its residents while minimizing the impact on the local economy.

One week later, Governor Ron DeSantis signed Executive Order 20-91, ordering all Floridians to limit their movement and personal interactions to essential activities and services. The Governor’s order took effect on April 3. Under the order, people who are 65 years of age or older, or who have underlying health conditions, are directed to stay at home.

As of Tuesday, April 7, the presence of COVID-19 in Leon County is as follows:

- 59 positive cases.
- Age range of positive cases: 19 to 86.
- 10 hospitalizations.
- Zero deaths.

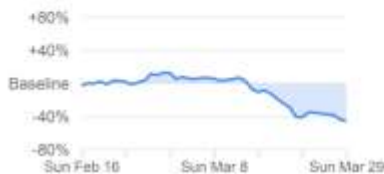


Early implementation of social distancing strategies has substantially changed day-to-day life in the Tallahassee area. COVID-19 Mobility Reports, provided by Google, show declines in individual movement across five types of locations, with residential movement showing the only increase. These data confirm that residents are adhering to the Stay At Home Order, which will help reduce the burden on the local healthcare infrastructure in the coming weeks.

## Leon County

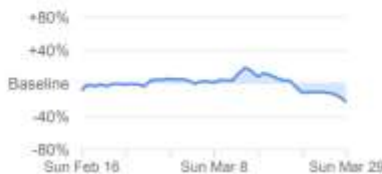
### Retail & recreation

-45% compared to baseline



### Grocery & pharmacy

-22% compared to baseline



### Parks

+0% compared to baseline



### Transit stations

-50% compared to baseline



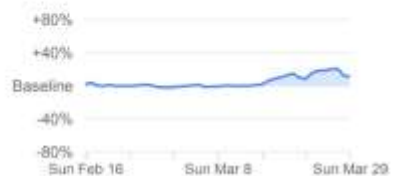
### Workplace

-36% compared to baseline



### Residential

+11% compared to baseline



Source: [www.google.com/covid19/mobility/](http://www.google.com/covid19/mobility/)

## Operational Updates

Beginning the second week of March, the City began making operational changes to prepare for and mitigate COVID-19's impact in Tallahassee. Many City services have been adjusted to limit public interaction to preserve the health and safety of the workforce and community residents, and continue with the delivery of critical services Tallahassee.

Early on, Tallahassee Memorial HealthCare's leadership discussed the idea for a drive-through test site. At that time, none existed in Florida and few were operating in the nation. Through the work of multiple departments, the City rapidly converted the Northwood Centre property into a drive-through testing site that is both centrally located and has adequate space to handle hundreds of vehicles per hour.

The drive-through testing site became fully operational on the morning of Wednesday, March 18<sup>th</sup>. This was made possible with the collaboration of multiple City departments including: Underground Utilities & Public Infrastructure (UUPI), Technology and Innovation, Tallahassee Police Department (TPD), the Tallahassee Fire Department (TFD), and the Electric and Gas Utility. TFD continues to manage day-to-day operation of the testing site, while medical professionals collect patient information and samples. TPD continues to ensuring the safety and privacy of patients.

The local drive-through testing site was one of the first in Florida. Governor DeSantis and healthcare professionals recognized the City's effort and leadership for setting up the site early in the response. Local healthcare providers have reported that the activation of the drive-through testing site has greatly reduced the strain on primary and urgent care providers, who are facing a shortage of personal protective equipment. As of Monday, April 6, more than 1,000 individuals have been screened at the testing site.



Note: The drive-through testing site was inactive on March 31 due to inclement weather

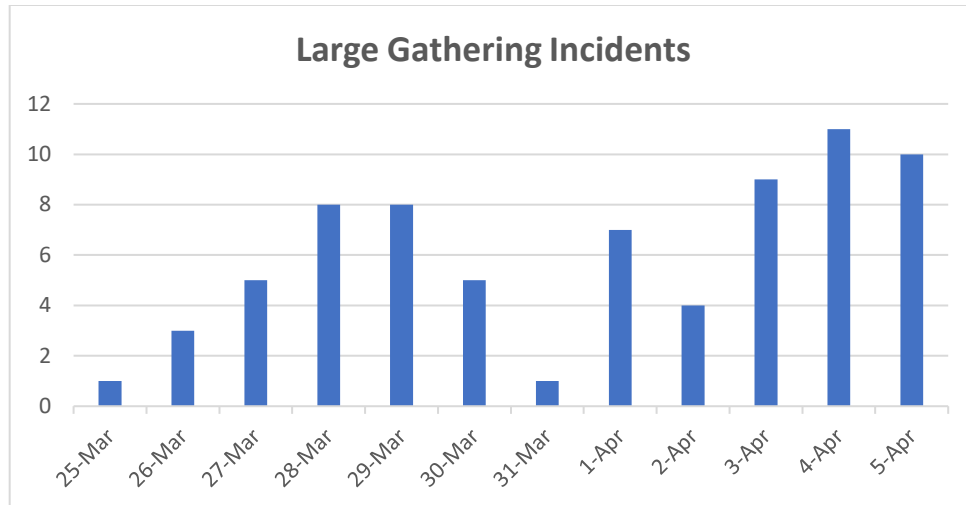
Below are the summarized updates for each department, as well as highlights of recent operational changes related to COVID-19.

Public Safety

TPD and TFD are coordinating continuously with community partners and local healthcare professionals to ensure the safety and wellbeing of all residents. Additionally, the City is taking multiple measures to preserve the health of first responders to ensure public safety efforts remain resilient throughout the public health crisis.

- TFD is operating the COVID-19 testing site at the testing site, and the TPD is providing security services.
- TPD has incorporated the Governor’s Stay at Home Order into its general orders.
- TPD is working with the State Florida Police Chief’s Association to ensure staff practices are consistent with the state and local law enforcement agencies.
- TPD has notified apartment complexes that they must implement rules and restrictions to ensure there are no gatherings of more than 10 people.
  - Over the 12-day period from March 25 to April 5, TPD has responded to 72 large gathering incidents at 52 locations. Locations and complaints include:

Date	Time	Location Name	Location Address	Complaint
3/25/20	8:41 PM	Villa Lucia Apartments	1845 Belle Vue Way	Loud party
3/26/20	5:21 PM	Catalyst Apartments	631 W Madison St	Pool party with approx. 25 people
3/26/20	7:15 PM	Residence	308 Wilson Green Blvd	Loud party with 25-30 cars
3/26/20	10:23 PM	Midtown Place Apartments	415 N Gadsden St	Apartment party with approx. 30 people
3/27/20	4:23 PM	Greenbriar Apartments	2110 Jackson Bluff Rd	Pool party with approx. 20 people
3/27/20	8:38 PM	Food Vendor	Polk Dr/S Meridian St	Group of 45-50 people at food vendor
3/27/20	9:01 PM	Greenbriar Apartments	2110 Jackson Bluff Rd	Party above Apt. 1
3/27/20	10:16 PM	Residence	306 S Lipona Rd	Loud party with 15-20 people
3/28/20	5:02 PM	Nine at Tallahassee	924 W Pensacola St	Large party
3/28/20	6:10 PM	Woodlands Apartments	2195 W Tennessee St	Large gathering in parking lot
3/28/20	6:27 PM	Residence	2223 Belle Vue Way	Loud party with more than 10 people
3/28/20	7:27 PM	Tallahassee Midtown Arcade Amusement Center	1885 Northwood Blvd	Approx 40 people inside the business
3/28/20	8:59 PM	Residence	1828 Hartsfield Rd	Loud party
3/28/20	10:15 PM	Residence		Loud party
3/28/20	10:36 PM	Private Property	Holton St/Okaloosa St	Party
3/28/20	10:40 PM	Mission Hills Apartments	2425 Mission Rd	Large party in complex with more than 10 people
3/29/20	12:36 AM	Woodlands Apartments	2195 W Tennessee St	Large party in parking lot
3/29/20	1:03 AM	Woodlands Apartments	2195 W Tennessee St	Party at Apt. 12210
3/29/20	1:09 AM	Woodlands Apartments	2195 W Tennessee St	Gathering of more than 10 people
3/29/20	3:52 AM	Players Club Apartments	222 Ocala Rd	Loud party
3/29/20	5:41 PM	Catalyst Apartments	631 W Madison St	Pool party with approx. 40 people
3/29/20	8:30 PM	Private Property	2114 Croydon Dr	Large gathering of more than 13 vehicles
3/29/20	9:02 PM	Private Property	Kissimmee St/Keith St	Loud block party with 15 to 20 cars
3/29/20	11:38 PM	Residence	728 Gold Nugget Trl	Large party
3/30/20	2:07 AM	Legacy Suites	415 Chapel Dr	Loud party
3/30/20	5:31 PM	Residence	239 Westridge Dr	Party with approx. 20 - 25 people
3/30/20	11:02 PM	College Town Apartments at Madison St.	W Madison St/S Woodward Ave	Loud gathering with at least 10 people
3/31/20	9:50 PM	Parkway Square Apartments	2855 Apalachee Pkwy	Apartment party with more than 10 people
4/1/20	12:30 PM	Residence	208 Westwood Dr	Party
4/1/20	3:06 PM	Residence	421 Prince St	Loud party with close to 30 people
4/1/20	6:24 PM	Private Property	Escambia Dr/Columbia Dr	Gathering of around 15 people
4/1/20	7:30 PM	Vacant Lot	S Meridian St/Polk Dr	Large gathering
4/1/20	7:53 PM	Maryland Oaks Crossing	3109 Bicycle Rd	Loud party with approx 30 people
4/1/20	9:28 PM	Maryland Oaks Crossing	3109 Bicycle Rd	Loud gathering blocking laundry room with approx 30-40 people
4/1/20	10:23 PM	Residence	3076 N Fulmer Cir	Loud party
4/2/20	4:28 PM	Residence	Ox Bottom Manor Dr/Borderline Dr	10-15 people playing basketball and riding scooters
4/2/20	5:11 PM	Residence	3304 Sugar Berry Way	Approx 15 kids outside playing basketball
4/2/20	5:48 PM	Lafayette Park	501 Ingleside Ave	10 people on tennis courts
4/2/20	7:55 PM	Corner Pocket Bar & Grill	2475 Apalachee Pkwy	People hanging out
4/3/20	5:40 PM	Private Property	221 Westridge Dr	Large gathering
4/3/20	8:09 PM	Residence	Mayhew St/Airport Dr	Large groups playing beer pong in front yard
4/3/20	9:38 PM	Residence	1571 Spruce Ave	Party in backyard
4/3/20	10:05 PM	Residence	Jim Lee Rd	Large party with approx. 10-20 people
4/3/20	10:06 PM	Griffin Heights Apartments	1010 Basin St	Block party advertised on Facebook
4/3/20	10:34 PM	Private Property	Indiana St/Joe Louis St	Large gathering
4/3/20	11:01 PM	Residence	1240 N Bronough St	Loud party across the street from listed address
4/3/20	11:04 PM	Arbor Trace at Canopy Apartments	2700 Welaunee Blvd	Large party, Building 4
4/3/20	11:35 PM	Residence	1676 Kay Ave	Loud party across the street from listed address
4/4/20	12:10 AM	Social 1600 Apartments	1600 Old Bainbridge Rd	Loud party
4/4/20	4:36 AM	Westwood Condos	1440 Ocala Rd	Large party
4/4/20	6:04 PM	Reservation Condominiums	317 Hayden Rd	Crowd of 8-12 people
4/4/20	7:28 PM	Stadium Centre Apartments	699 W Gaines St	Large group of people in courtyard
4/4/20	7:35 PM	Residence	2802 Sterling Dr	Large pool party with more than 10 people
4/4/20	7:53 PM	Residence	3076 N Fulmer Cir	Large party with more than 10 people
4/4/20	8:14 PM	Residence	3138 S Fulmer Cir	Large party with over 10 people
4/4/20	9:10 PM	Residence	Sheridan Rd/Devra Dr	Large party
4/4/20	9:25 PM	Dominos Pizza	1528 W Tennessee St	Gathering of homeless people behind listed location
4/4/20	11:47 PM	Residence	2002 Greenwood Dr	Loud party with 6-8 cars in the street
4/5/20	12:01 AM	Monroe Apartment Homes	2667 Old Bainbridge Rd	Large party
4/5/20	12:05 AM	Mission Hills Apartments	2425 Mission Rd	Large party
4/5/20	12:05 AM	Residence	599 Chicopee St	Loud party
4/5/20	12:48 AM	Residence	2002 Greenwood Dr	Loud party
4/5/20	3:11 PM	Woodlands Apartments	2195 W Tennessee St	Group of people on back patio
4/5/20	6:12 PM	Tallahassee Midtown Arcade Amusement Center	1885 Northwood Blvd	Business open with more than 10 people inside
4/5/20	6:28 PM	Godby High School	1717 W Tharpe St	Group of 20 kids playing football
4/5/20	7:31 PM	Charleston Ridge Condos	1320 Hendrix Rd	Large party
4/5/20	7:41 PM	Residence	1809 Atkamire Dr	Large gathering with approx 13 people



- TPD and TFD have implemented new protocols for responding to someone with a known respiratory issue or flu-like symptoms during calls for service.
  - If the patient answers yes to any of the qualifying questions (e.g. have you traveled, have you come into contact with someone with a known case of COVID-19, are you experiencing respiratory issues, etc.), responders will wear enhanced personal protective equipment (PPE) when answering the call.
  - TFD is working with Leon County EMS to limit contact with non-critical patients by gathering medical history from a distance, giving the patient a surgical mask, and encouraging non-critical patients to stay home and not go to the ER.
- TPD has stopped responding to EMS and TFD calls unless the presence of law enforcement is necessary. If so, TPD officers wear enhanced PPE.
  - Daily “check on” meetings are cancelled until further notice to limit large gatherings.
  - Only responding to calls that are priority 1 and 2 with suspects on scene; all other service calls are handled over the phone.
  - Investigations unit is on a rotational schedule.
  - At risk officers are given the option to work remotely.
- All TPD and TFD administrative staff are working remotely.
- TPD patrol operations are fully staffed.
- Staff is working with the Leon County Health Department to ensure first responders have access to expedited testing when needed.
- TFD is working with Leon County Emergency Management to staff the Emergency Operations Center, currently at Level 2.
- TFD is coordinating with health care providers and the State Division of Emergency Management.

*Parks, Recreation and Neighborhood Affairs*

While City parks, trails, and green spaces are open to the public, all other facilities are closed, and special activities are cancelled until further notice. These changes have helped mitigate the spread of COVID-19. Staff are monitoring locations to ensure residents practice social distancing and do not congregate.



- All public special events have been canceled through May 10. No new permits will be issued until further notice.
- All Parks, Recreation and Neighborhood Affairs facilities are closed to the general public.
- All City playgrounds, dog parks, the skate park, RC car track, pump track, and tennis, pickleball, racquetball, and sand volleyball courts are closed to the public.
- All room and pavilion rentals have been canceled. No new reservations are being accepted at this time.
- All Neighborhood First community meetings for Frenchtown, Griffin Heights, and Providence have been cancelled.
- Staff continues to remind residents to keep at least six feet between themselves and others.
- Staff are monitoring City parks to prevent congregation of groups.
- The Animal Service Center is providing adoption, stray surrender, and reclaim of lost pets, services during regular business hours by appointment only.
  - Animal Control is only responding to emergency calls (sick, injured or aggressive stray animals), investigations of animal cruelty or abandonment and stray dogs
- The department continues to issue permits for feeding the homeless and are adding new language to the permits to ensure providers follow CDC guidelines.

### Human Resources

Staff with the City's Human Resources (HR) department is actively working with other departments to promote the health, safety, and security of staff, while ensuring there is ample capacity to address workforce disruptions that emerge as a result of implemented social distancing measures. To date, the following operational adjustments have been put in place:

- The City has implemented telecommuting assignments across all departments where possible. Approximately 1,000 employees are telecommuting.
- The City has made staffing adjustments across the organization to preserve staff and ensure essential service delivery.
  - Electric field crews are dispersed to remote locations to ensure they are distanced from each other.
  - Customer Operations staff are working from home, including the Utility Call Center.
  - Growth Management is operating with less than one-third of staff in the office on a rotational basis, and inspection crews are working out of trucks.
  - UUPI has reduced staffing density across all of its operations by moving to a rotational schedule and postponing low priority duties.
  - Technology and Innovation staff are working remotely with the exception of those who are assigned to the radio shop, infrastructure, TPD, and TFD who are working on a rotational basis.
- Federal and state guidelines are being incorporated to properly address cases of employees afflicted by the virus or who are unable to work due to children being out of school/childcare because of COVID-19.
- Staff is tracking time for employees using extra sick leave and those on rotational schedules for potential reimbursement opportunities.

- The City has provided employees and contractors with a letter to indicate they are essential personnel, allowing them to continue working through the Governor’s Stay at Home Executive Order.
- Personnel are being moved interdepartmentally, based on the current need to ensure employees are able to reach their required hours.
- Consistent with the state-wide Stay at Home Order, departments are working directly with employees over 65 years old or with significant underlying medical conditions who are not already working from home. The Governor’s Office has clarified that essential employees over 65 may elect to work. Employees 65 years and older or with specific underlying medical conditions that cannot work safely or telecommute will be placed on administrative leave.

### Utility Services

Electric, Gas, and UUPI are committed to providing uninterrupted services to customers through the duration of the COVID-19 crisis. These departments have fully implemented a preservation of staffing plan to protect the wellbeing of staff and ensure workforce capacity is available to provide essential services. The UUPI department took a lead role in the set-up and activation of the Northwood Centre testing site, and Electric completed the installation of power lines, while Technology and Innovation established the necessary Wi-Fi connectivity for City and healthcare staff. The measures below have been implemented:

- UUPI and the Electric and Gas Utility (E&G) facilitated the set-up of the Northwood Center testing site and continue to provide critical operational assistance.
- UUPI collaborated with the Communications Department to create a vital public service announcement to help residents distinguish non-flushable items for protection of the City’s wastewater collection system.
- E&G systems are operating well with no reported issues.
- E&G field crews have been dispersed to remote locations to maximize social distancing.
- The Electric Control Center operations staff operates the City’s electric grid, and the operators at the power plants operate the generating units. Any impact or limitation to this work unit could impact the delivery of electric service. As such, the work unit has been divided into two groups. Group A is on-shift and Group B is self-isolating at home. Group A and B rotate each week and while on-shift, they are reversed quarantined on-site (offices and RVs). Each member is scanned and surveyed before returning to work. For added redundancy two physically separated control centers are in operation - the main control center and a back-up control center.
- Other E&G staff who serve in critical roles (e.g. linemen and field technicians) are rotating in two-week shifts to minimize the risk of infection. One group is on-shift during normal hours and the other group is on standby at home.
- The Gas Utility staff suspended in-home pilot lighting and inspections. Services are being provided over the phone or by private providers. Utility bill credits are being provided if there is an extra cost to the customer.
- All vendors and visitors no longer have access to E&G buildings.

### Solid Waste Service

The City's waste management services have not experienced an interruption and have made minor changes to processes and workforce scheduling. Workload related to yard debris and bulk waste collection has increased significantly due to household cleaning (clearing out garages, extra spring cleaning, etc.) and student move outs. This has resulted in some delay in pick-up, but all work is being completed. Also, staff is working closely with commercial customers to adjust services based on COVID-19's impact. Many restaurants are creating less waste and can reduce the number and frequency of pick-ups, which will reduce their monthly cost. Finally, WastePro, the City's collection contractor for residential barrel and recycling service, has instituted a no-touch policy for items not in containers. All residential garbage and recycling must be placed in the barrel to be collected.

### StarMetro

StarMetro continues to operate its full service routes with limited exception (e.g. Governor's Square Mall service has been suspended) to ensure riders can access to work and essential services. A top priority is keeping passengers and StarMetro operators safe. Based on the latest guidelines from the Center for Disease Control and Prevention (CDC), StarMetro operators will be wearing masks to protect themselves and the general public, and Fleet services is building plexiglass protectors for the driver's compartment. Materials for the protectors have been ordered and will take two weeks to construct and install once they arrive. StarMetro is working closely with Florida Department of Transportation and Federal Transit Administration regarding best practices.

- StarMetro is limiting bus capacity to 15 people at a time (approximately 50% capacity), and passengers are advised to stagger seating. The average current ridership is currently fewer than 10 riders on most routes; five main routes are maintaining between 13 and 15 riders during peak times.
- Regular weekday fixed service now ends at 8 pm. Saturday and Sunday daytime service remains unchanged.
- The weekend trolley and all night routes have been temporarily suspended.
- StarMetro has suspended the use of free Kearney Center passes. Passes are available for transit to critical services through the Kearney Center.
- K-12 pass riders are advised that the passes can only be used for essential services (e.g. food programs at 11 area schools).
- One bus is circulating FSU's campus from 7 a.m. to 7 p.m. Monday through Friday. FSU is evaluating temporarily suspending this service due to low ridership.

### Tallahassee International Airport (TLH)

Airport staff have seen a significant reduction in passenger traffic during this crisis and is projecting reduced commercial passenger traffic volumes of more than 80%, compared to 93% nationally. TLH staff is doing everything possible to ensure the safety of passengers and are also supporting the community by leading discussions with the EOC to establish a Logistical Staging Area (LSA) on the premises, which helps get supplies into the community.

- TLH remains open and operational.
- TLH has experienced a more than 80% reduction in commercial passenger traffic, consistent with a 93% decline nationally.
- The local FedEx team is experiencing increased shipping volumes and activity levels and has expanded its hours of operation.
- The COVID-19 health crisis has caused numerous commercial flight delays and cancellations at TLH. Airline passengers are advised to verify the status of their flight prior to arriving at the airport.
- TLH has implemented several cost containment strategies to mitigate the economic impact associated with COVID-19.
- TLH has implemented a staffing plan wherein the majority of all staff are isolated and working remotely.
  - Some staff are designated as “Enhanced Standby,” meaning they are working remotely but in a state of full readiness to report to work within an hour, if needed.
  - No more than one staff member at a time is permitted to be in an office on-site.
- An LSA was established at TLH on Friday, March 27, in coordination with the local EOC. This serves as a staging area for critical medical supplies for the community.
  - The LSA has received six shipments of personal protective equipment as of April 5.
  - The LSA has distributed 22 shipments, totaling 30,000 pieces of PPE, to local healthcare facilities.
- The State Division of Emergency Management has indicated an interest in establishing a State LSA on airport property, although no formal request has yet been made.
- Some airport terminal concessionaires and service providers are operating with reduced staffing and/or reduced hours of operation.
- Airport valet parking services have been suspended until further notice.
- The Airport Ambassador Program, special events, and activities are suspended through June 1.

### Growth Management

The City’s Growth Management department has modified its staffing and processes to maximize social distancing while continuing to provide the same level of service to local developers. Effective April 6, Growth Management has implemented virtual, online building inspections for mechanical change out inspections, gas inspections, and window/door inspections in existing, occupied residential homes. These inspections can total more than 60 each week. The department has already received positive feedback from contractors who are working on local projects.

- Growth Management implemented new virtual inspection procedures for certain interior residential inspections on April 6.
- All permits are being processed online. Environmental and single-family home permits are now available online and have been used by the public successfully.
- Type A site plans, DRC/Type B site plans and Board of Adjustments and Appeals meetings are being conducted over Skype.
- Less than one-third of staff are working in the office on a rotational basis, and inspection crews are working out of their City vehicles.

### Community Housing

The Leon County Emergency Operation Center (EOC) is coordinating with local, state, and federal partners to identify and support the service of the needs of the community's homeless population. The EOC has established a Homeless COVID-19 Task Force consisting of subject matter experts and local staff for a coordinated response effort. Below is a description of current activities, divided into two phases.

- Phase 1 – City staff will support shelters as they accommodate their existing clients within Department of Health (DOH) / CDC-approved facility arrangements.
  - The Kearney Center, the primary agency responsible for serving the community's homeless population, is relocating 220 clients to CESC's Westgate Apartments and to motels to create a more suitable environment for its clients during the COVID-19 pandemic.
  - All other shelters are currently able to accommodate non-COVID-19 clients on site, with 1-2 rooms available for isolation or quarantine if needed.
- Phase 2 – Staff will sustain support for Phase 1 activities, while also supporting additional temporary shelter needs in collaboration with County EOC and local organizational partners.
  - The Task Force is developing a plan for non-congregate sheltering through hotels/motels and apartment units. The EOC will present the plan to FEMA for reimbursement pre-approval.
  - The Task Force is also developing a plan for an overflow congregate shelter location including identifying an appropriate site and resource for setup and relocation of non-symptomatic individuals. The temporary shelter would be operated by a collaboration of the shelter providers as an extension of its current service delivery.

### Budget

Resource Management is coordinating with departments to ensure staff have the financial resources needed to respond to the COVID-19 crisis. Resource Management is continuously monitoring and tracking any potential federal and state reimbursements opportunities.

- City departments are participating in Federal Procurement Compliance and Applicant Briefing calls to ensure the City meets eligibility requirements for Category B emergency protective measure cost recovery and other eventual federal and state relief programs.
- The City is contacting the Florida Department of Emergency Management (FDEM) to consider releasing FEMA obligated hurricane public assistance, foregoing the 100% validation, in order to facilitate cost reimbursement.
- The department is preparing current year and future year budget forecasts related to the COVID-19 impact.

### **COVID-19 Economic Disaster Relief Program (CEDR) Grant Update**

On March 25, the City and County Commissions, acting as the Blueprint Intergovernmental Agency (IA) Board, allocated \$1 million to the Office of Economic Vitality (OEV) for the CEDR program. Within eight business days of activation, the CEDR program awarded \$1 million to 487 local businesses who have over 4,400 employees. These awards will provide immediate relief to local businesses impacted by the COVID-19 pandemic during the application period for State and Federal relief programs and incentives. These

grants are helping local businesses to bridge their limited cash reserves as they take steps to acquire additional financing and capital from other sources (e.g. the Small Business Administration, State, or private).

To be eligible for CEDR grant funding, businesses had to meet the following five eligibility requirements:

1. Be a for-profit corporation/business based in Leon County and registered with the Florida Division of Corporations, with more than one and fewer than 50 employees;
2. Demonstrate a minimum reduction of 50% in revenue as a result of the COVID-19 pandemic;
3. Have an active utility account;
4. Provide proof of application for either the Florida Small Business Emergency Bridge Loan or the U.S. SBA Disaster Loan Assistance program; and
5. Pledge in good-faith to remain in business for at least 45 days following the receipt of CEDR funding and provide estimated average monthly operating expenses.

The amount of grant funding available for local businesses was based on the number of employees.

OEV began accepting and reviewing CEDR grant applications on March 26 — the day after the program was approved by the Blueprint IA Board. A goal was set to make payments to local businesses within three to five business days upon receipt and approval of an application. The first round of grant payments to local businesses was made on Tuesday, March 31 - three business days after the first round of applications were approved.

As of April 6, OEV closed the CEDR program, having awarded the allocated \$1 million to 487 local businesses with over 4,400 employees. OEV is now processing payments and analyzing applications received that were eligible, but not funded at the close of the application process. CEDR program results are as follows:

- More than 700 applications received as of 5PM, April 6.
- 487 applications approved
- \$1 million in payments made to Local Businesses. This includes:
  - \$1,500 grants to 343 businesses with 1,255 total employees.
  - \$2,500 grants to 89 businesses with 1,304 total employees.
  - \$5,000 grants to 55 businesses with 1,884 total employees.

### **Utility Relief Program Update**

On March 26, the City launched the Utility Relief program to further ease the financial burden that businesses and individuals may be experiencing as a result of the COVID-19 pandemic. The Utility Relief program provides City customers facing financial hardships with an option to defer payment of their current monthly utility bill until the Fall. By deferring currently monthly utility bills, the program will allow businesses and residents time to recover from any financial impacts they are experiencing.

The Utility Relief program applies to utility bills issued after March 12, the same day the City announced that no customers would be disconnected as a result of non-payment. This ensures that the community continues to receive essential services during the pandemic. The program is currently set to run through May 12.

As of Monday, April 6, 620 customers have enrolled in the Utility Relief program. Of those enrolled, 67 are commercial customers and 553 are residential customers.

Participants in the Utility Relief program can expect the carryover to be billed in installments over six months, beginning in September. Participating customers will also receive a reminder notice approximately two weeks prior to receiving their utility statement, and the installment amount will be clearly identified as a separate item on those bills beginning (September 2020 through March 2021). The City will work with customers who participate on an individual basis.

For additional information on how to enroll, customers should visit [Talgov.com/UtilityRelief](http://Talgov.com/UtilityRelief) or call 850-891-4968.

### **Federal Aid Overview and Update**

To date, Congress has passed three bills to help mitigate the impact of the pandemic on the nation's health and economy. Taken together the bills total over \$2.5 trillion in appropriations and tax benefits. The third bill, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was the biggest. The CARES Act was signed into law by the President on Friday, March 27. In broad terms the bill provides the following:

- **Direct payments:**
  - All US citizens will receive a one-time direct deposit of up to \$1,200 (married couples will get \$2,400), plus an additional \$500 per child under the age of 18.
  - The payments will be available for individuals' adjusted gross income up to \$75,000 (\$150,000 for married couples).
  - This is true even for those who have no income, as well as those whose income comes entirely from non-taxable, means-tested benefit programs, such as Social Security.
- **Use of retirement funds:**
  - The bill waives the 10% early withdrawal penalty for distributions up to \$100,000 for coronavirus-related purposes, retroactive to January 1.
- **Small businesses:**
  - \$350 billion is being dedicated to prevent layoffs and business closures while workers have to stay home during the outbreak.
  - Companies with 500 employees, or fewer, that maintain their payroll during the pandemic can receive up to eight weeks of cash-flow assistance.
  - If employers maintain payroll, the portion of the loans used for covered payroll costs, interest on mortgage obligations, rent, and utilities would be forgiven.
- **The unemployed:**
  - \$250 billion extended in support of the unemployment insurance program.
  - The CARES Act expands eligibility and offers workers an additional \$600 per week for four months, on top of what state programs pay.

- CARES also extends unemployment insurance benefits through December 31 for eligible workers.
- The bill applies to the self-employed, independent contractors and gig workers.
- **Hospitals and health care:**
  - The bill provides over \$140 billion in appropriations to support the U.S. healthcare system
  - \$100 billion will be injected directly into hospitals.
  - \$40 billion will be dedicated to providing Personal Protective Equipment (PPE), testing supplies, increased workforce and training, accelerated Medicare payments, and supporting the CDC, and other health investments.
- **Coronavirus testing:**
  - All testing and potential vaccines for COVID-19 will be covered at no cost to patients.
- **Large corporations:**
  - \$500 billion will be allotted to the U.S. Treasury to provide loans, loan guarantees, and other investments.
  - These loans will not exceed five years and cannot be forgiven.
  - Airlines will receive \$50 billion for passenger air carriers and \$8 billion for cargo air carriers.
- **Payroll taxes:**
  - The measure allows individuals to delay payment of their 2020 payroll taxes until 2021 and 2022.
- **States and local governments**
  - \$142 billion allocated to 50 states and Washington D.C., and another \$8 billion set aside for tribal governments to address unanticipated impact of the pandemic.
  - State funding will be allocated to each state by population size to cover any unanticipated costs related to COVID-19 response and impact.

### **Previously Passed Federal Bills**

The first coronavirus relief bill, the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (H.R. 6074), was enacted on March 6. The bill appropriated \$8.3 billion in emergency supplemental funding to relevant federal agencies to help prepare for and respond to COVID-19. Within this total, \$950 million was allocated under the CDC for state and local preparedness grants to help public health agencies prepare for and respond to the coronavirus.

The second bill, the Families First Coronavirus Response Act (H.R. 6201) was enacted March 18. It provided additional relief and resources to address the coronavirus, including increased free coronavirus testing, unemployment benefits, expanded federal food assistance, and paid sick and family leave for certain employees.

### **Going Forward**

Points of discussion for a potential fourth coronavirus package could include:

- clarification about who qualifies for paid family and medical leave,
- health worker and pension benefits,
- further increases to SNAP food assistance benefits,
- free coverage for coronavirus medical treatment and follow-up,
- additional direct payments to individuals and families,



- more funding for states and local governments, and
- transportation infrastructure.

Federal agencies are in the process of implementing the CARES Act. Implementation will entail distributing an unprecedented amount of funding in a short timeframe while establishing new programs created in the law, such as the SBA's Paycheck Protection Program which provides forgivable loans to small employers. The law was enacted on Friday, March 27. Within a week of the CARES Act becoming law, the SBA published rules for the new program and started accepting applications on April 3.

For public entities, much of the financial support in the legislation will flow through existing formula grant programs and federal discretionary grants. The Federal Transit Administration (FTA) was required to release its apportionments within seven days of enactment. Its apportionments were released on April 2. The allocation for Tallahassee is \$9,743,172 under the CARES Act.

As CARES Act implementation moves forward, agencies will issue rules and guidance for new programs, as well as information on plans to release the funding. City staff are tracking these announcements and seeking clarification as necessary.