

**--NOTICE OF MEETING--**

**BUDGET WAYS & MEANS COMMITTEE**

**MONDAY, JANUARY 10, 2022**

**5:30 P.M.**

**COUNCIL CHAMBERS, CITY HALL  
326 GRANT ST., CARTHAGE, MISSOURI**

**--TENTATIVE AGENDA--**

**OLD BUSINESS**

1. Consideration and approval of minutes from previous meeting.
2. Consider and discuss ARPA project budgeting. (Baker Tilly)
3. Consider and discuss Bond financing alternatives for various City projects. (Baker Tilly)

**CITIZENS PARTICIPATION**

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)

**NEW BUSINESS**

1. Consider and discuss Fiscal 2022 Mid-Year Budget Status Report.
2. Consider and discuss budget calendar for Fiscal year 2023.
3. Consider and discuss an Ordinance amending the 2021 - 2022 Annual Operating and Capital Budget for the City of Carthage.
4. Consider and discuss a request from Vision Carthage for funds providing for mutual undertakings and benefits from the services of providing: Carthage-In-Bloom; Restoration Carthage; Sidewalk Project; Downtown Christmas; and a Main Street Program; for the residents of the City of Carthage.
5. Staff Reports.
6. Other Business.

**ADJOURNMENT**

**PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OF 1-800-735-2466 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING.**

**POSTED:**\_\_\_\_\_

**BY:**\_\_\_\_\_

BUDGET WAYS & MEANS COMMITTEE  
MONDAY, DECEMBER 13, 2021 5:30 P.M.  
CITY HALL COUNCIL CHAMBERS

**MEMBERS PRESENT:** Alan Snow, Ed Barlow, Juan Topete and Ceri Otero

**OTHER COUNCIL MEMBERS PRESENT:** David Armstrong

**OTHERS STAFF PRESENT:** City Administrator Tom Short, Assistant City Administrator Greg Dagnan, City Clerk Traci Cox, Fire Chief Roger Williams, Assistant Fire Chief Ryan Huntley, and Parks & Recreation Director Mark Peterson

Mr. Snow called the meeting to order at 5:30 P.M.

**OLD BUSINESS:**

**1. Approval of minutes from previous meeting:**

Mr. Topete made a motion to approve the minutes for the previous Budget Meeting. Motion carried 4-0.

**NEW BUSINESS:**

**1. Presentation of City's Basic Financial Statements (Audit) Year ended June 30, 2021 by KPM, CPAs & Advisors.**

Rebecca Baker CPA, from KPM CPA's & Advisors, gave a detailed presentation of the Audit Report for the City of Carthage year ended June 30, 2021. She referred to key pages in the audit book and explained their financial impact and importance. The City received an unmodified/clean opinion with no deficiencies noted. As of June 30, 2021, cash and investments increased \$177,000 over the previous year. Reserves were at 57.9% when comparing total expenditures to the unassigned fund balance. Mr. Topete moved to forward the audit report to Council for approval. Motion carried.

**2. Presentation; consider and discuss ARPA project budgeting.**

Mr. Short discussed revenue replacement of approximately \$271,000 using the ARPA funds. Department Heads reviewed their proposals for use of ARPA funds and the Committee made the following recommendations:

Proceed with the following: financial software, self-pay kiosks, PPE, auto CPR system, broadband in parks, Civic Experience without annual costs in ARPA funding, and Police vehicle project

Do not proceed with the following: Fire Department command vehicle and Police Department mobile command vehicle.

**3. Consider and discuss COLA effective January 1, 2022.**

Mr. Short discussed the design of the McGrath Study and the need to follow the

Plan. COLAs are supposed to be given annually in January. At the end of November, the CPI was at 7.3 for the preceding 12 month period. Administration is suggesting a phase-in of the COLA since inflation is already affecting the employees. A COLA increase is recommended at 3.5% effective January 1, 2022 and 3.0% effective July 1, 2022. This will be in addition to the annual step increases. Mr. Barlow moved to implement a 3.5% COLA effective January 1, 2022 and a minimum of 3.0% effective July 1, 2022 which will be decided during the budget process. Motion carried.

#### **4. Staff Reports.**

Mr. Short reported on sales and use tax revenues, financial reports, discussions with Baker Tilly regarding revenue bonds and general obligations bonds for Garrison Street bridge improvements and Baker Street improvements, the need for a future budget adjustment, and a meeting with McCune Brooks Hospital Trust in which they committed to funding Phase I and Phase II of the Parks Master Plan.

#### **5. Other Business.**

**ADJOURNMENT:** The meeting adjourned at 8:00 PM on motion by Ms. Otero.

Respectfully submitted,  
Traci Cox

| CITY OF CARTHAGE ARPA FUNDS PLAN FY 2022 - 2026 |                                            |                      |              |            |            |            |            |        |              |
|-------------------------------------------------|--------------------------------------------|----------------------|--------------|------------|------------|------------|------------|--------|--------------|
| PROJECT/SERVICE/EQUIPMENT LISTING               |                                            |                      |              |            |            |            |            |        |              |
| Department                                      | Project                                    | Priority             | 2022         | 2023       | 2024       | 2025       | 2026       | Beyond | Total        |
| Administration                                  | Financial Reporting and Budgeting Software | Elevated             | \$ 0         | \$ 250,000 | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 250,000   |
| Administration                                  | Emergency Operations Center                | Elevated             | \$ 1,225,000 | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 1,225,000 |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 1,225,000 | \$ 250,000 | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 1,475,000 |
| Municipal Court                                 | Self-Pay Kiosks                            | Ordinary             | \$ 0         | \$ 7,500   | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 7,500     |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 0         | \$ 7,500   | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 7,500     |
| Fire Department                                 | PPE Emergency Stock                        | Response to COVID-19 | \$ 30,000    | \$ 0       | \$ 30,000  | \$ 0       | \$ 0       | \$ 0   | \$ 60,000    |
|                                                 |                                            |                      | \$ 0         | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 0         |
| Fire Department                                 | Auto CPR Systems                           | Response to COVID-19 | \$ 35,000    | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 35,000    |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 65,000    | \$ 0       | \$ 30,000  | \$ 0       | \$ 0       | \$ 0   | \$ 95,000    |
| Parks & Recreation                              | WiFi in Parks                              | Response to COVID-19 | \$ 450,000   | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 0   | \$ 550,000   |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 450,000   | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 0   | \$ 550,000   |
| Information Technology                          | Civic Experience Covid 19                  | Response to COVID-19 | \$ 142,022   | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 0   | \$ 575,966   |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 142,022   | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 0   | \$ 575,966   |
|                                                 |                                            |                      |              | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 0         |
|                                                 |                                            |                      |              | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 0         |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 0         | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 0         |
| Administration                                  | Lost Revenues                              | NA                   | \$ 270,949   | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 0         |
| Administration                                  | Consultant Fee                             | NA                   | \$ 15,000    | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 0         |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 285,949   | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0   | \$ 285,949   |
|                                                 | GRAND TOTAL                                |                      | \$ 2,167,971 | \$ 390,986 | \$ 163,486 | \$ 133,486 | \$ 133,486 | \$ 0   | \$ 2,703,466 |

| CITY OF CARTHAGE ARPA FUNDS PLAN FY 2022 - 2026 |                                            |                      |            |            |            |            |            |            |              |
|-------------------------------------------------|--------------------------------------------|----------------------|------------|------------|------------|------------|------------|------------|--------------|
| ANNUAL BUDGET IMPACT                            |                                            |                      |            |            |            |            |            |            |              |
| Department                                      | Project                                    | Priority             | 2022       | 2023       | 2024       | 2025       | 2026       | Beyond     | Total        |
| Administration                                  | Financial Reporting and Budgeting Software | Elevated             | \$ 0       | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 500,000   |
| Administration                                  | Emergency Operations Center                | Expansion            | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 0       | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 500,000   |
| Municipal Court                                 | Self-Pay Kiosks                            | Ordinary             | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
| Fire Department                                 | PPE Emergency Stock                        | Response to COVID-19 | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
| Fire Department                                 | Command Response Vehicle                   | Response to COVID-19 | \$ 0       | \$ 500     | \$ 500     | \$ 500     | \$ 500     | \$ 500     | \$ 2,500     |
| Fire Department                                 | Auto CPR Systems                           | Response to COVID-19 | \$ 0       | \$ 4,500   | \$ 9,500   | \$ 4,500   | \$ 9,500   | \$ 4,500   | \$ 32,500    |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 0       | \$ 5,000   | \$ 10,000  | \$ 5,000   | \$ 10,000  | \$ 5,000   | \$ 35,000    |
| Parks & Recreation                              | WiFi in Parks                              | Response to COVID-19 | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 0       | \$ 125,000   |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 25,000  | \$ 0       | \$ 125,000   |
| Information Technology                          | Civic Experience Covid 19                  | Response to COVID-19 | \$ 142,022 | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 0       | \$ 575,966   |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 142,022 | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 108,486 | \$ 0       | \$ 575,966   |
| Police Department                               | Police Vehicle Project                     | Elevated             | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
| Police Department                               | Mobile Command Truck                       | Ordinary             | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
| Administration                                  | Emergency Operations Center                | Elevated             | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
|                                                 | DEPARTMENT TOTAL                           |                      | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0       | \$ 0         |
| TOTAL                                           |                                            |                      | \$ 167,022 | \$ 238,486 | \$ 243,486 | \$ 238,486 | \$ 243,486 | \$ 105,000 | \$ 1,235,966 |

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OFFICE

MEMO

**To:** Department Heads  
**From:** Tom Short  
**Subject:** ARPA Funds (Requesting Reimbursement Procedures)  
**Date:** September 30, 2021

### Requesting ARPA Funds Procedures

To assist Departments with completing the budget submissions, provided is an Excel workbook with 25 forms for completion along with these written instructions. If additional forms are required, please let me know.

### Directions Regarding ARPA Funds:

On March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds, which together make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program. This program is intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses.

The City, as a recipient of an ARPA/SLFRF award, **may** use ARPA/SLFRF funds to cover **eligible costs** that the City incurred during the period that began on **March 3, 2021 and ends on December 31, 2024**, as long as the award funds for the obligations incurred by December 31, 2024 are expended by December 31, 2026. Costs for projects incurred by the recipient State, territorial, local, or Tribal government **prior to March 3, 2021 are not eligible**, as provided for in Treasury’s Interim Final Rule (attached).



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**Section 603** of the Act provides that the Secretary of the U.S. Treasury will make payments to local governments in two tranches (installments), with the second tranche being paid twelve months after the first payment. Both tranches have been estimated to equal approximately \$2,975,530 for the City of Carthage; approximately \$1,487,765 each tranche. As of this date, the State of Missouri has applied for funds, and has distributed the first tranche of funds to applicable Cities, Counties, Non-Entitlement Units of Governments, and Tribal Governments. The City has received its first tranche of \$1,487,765 from the State.

There are several **guiding principles** for developing effective **compliance** regimes for these funds: **Recipients and sub recipients** are the first line of defense, and responsible for ensuring the ARPA/SLFRF award funds **are not used for ineligible purposes**, and there is no fraud, waste, and abuse associated with the ARPA/SLFRF award.

- ARPA/SLFRF-funded projects should advance shared interests and promote equitable delivery

of government benefits and opportunities to **underserved communities**, as outlined in Executive Order 13985, On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government; and

• **Transparency and public accountability** for ARPA/SLFRF award funds and use of such funds are critical to upholding program integrity and trust in all levels of government, and ARPA/SLFRF award funds should be managed consistent with Administration guidance per Memorandum M-21-20 and Memorandum M-20-21(attached). Additionally, Treasury's Interim Final Rule details recipients' (City's) **compliance responsibilities** and provides additional information on eligible and restricted uses of ARPA/SLFRF award funds **and reporting requirements**. City Departments will review and comply with the information contained in Treasury's Interim Final Rule, and any subsequent final rule when building appropriate **controls** for ARPA/SLFRF award funds.



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It is the City's responsibility to ensure all ARPA/SLFRF award funds are used in **compliance** with these requirements. The City will be contracting with BakerTilly, who will be scheduling an **education session** on eligible uses of the ARPA funds via an orientation session with the City. As a recipient of an ARPA/SLFRF award, the City has substantial discretion to use the award funds in the ways that best suit the needs of its constituents – as long as such use **fits into one of the following four statutory categories**:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Also attached is a **DRAFT ARPA Funds Budget Calendar** with dates and associated actions regarding these funds. The goal is to have all necessary work completed by the end of the calendar year.



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## **FORMS - INSTRUCTIONS:**

For allocation purposes, the plan is to use the budget process similar to the 5 Year Capital Improvement Project process.

A checkoff section is available on each of the forms with a **Drop Down menu** for each Department to check off each category that applies to the request. Please select all categories that apply to the request. **By completing and submitting these forms, a Department Head maintains that the program/service requested, to the best of his/her knowledge, meet the program**

**requirements as detailed in the US Treasury's "Compliance and Reporting Guidance-State and Local Fiscal Recovery Funds" and the US Treasury's Interim Final Rules.**

**SERVICE/PROJECT TITLE:** In cell B4, please provide a short unique service/project name.

**SERVICE PROJECT NUMBER:** In cell B5, if a project number is necessary, accounting staff

will assign a number in consultation with the Department Head. These will primarily be for projects requiring multi-year tracking.

**SERVICE/PROJECT PRIORITY:** A Drop Down menu is provided for your use. Please choose the appropriate priority in cell B6, (Elevated, Nominal, Ordinary, and Response to COVID-19).

**PROJECT TYPE:** A Drop Down menu is provided for your use. Please choose the appropriate type in cell B7, (e.g., replacement, expansion, new, repair, modification).

**DEPARTMENT/AGENCY:** A Drop Down menu is provided for your use. Please choose the appropriate response in cell B9.

**JUSTIFICATION/BENEFIT:** At a minimum, please explain in detail how the proposed service/project meets the (4) ARPA/SLFRF Statutory Eligible Use criteria. Check off the appropriate boxes for this criteria in the next section of the worksheet, the ARPA checkoff.

An **ARPA checkoff** section is provided on each of the forms with a **Drop Down menu** for each Department to check off each category that applies to the request. Please select all categories that apply to the request. **By completing and submitting these forms, a Department Head maintains that the program/service requested, to the best of his/her knowledge, meet the program requirements as detailed in the US Treasury's "Compliance and Reporting Guidance-State and Local Fiscal Recovery Funds" and the US Treasury's Interim Final Rules.**

**ESTIMATED COST:** Please provide the anticipated (initial) costs for each year of the requested item. If item is a one time purchase, supply the initial year only for each of the listed items: If an item has to be replaced during the planning horizon, include the number in this section.

Land Acquisition;

Service;

Construction and Related Services;

Equipment/Furniture Acquisition;

Other;

**ANNUAL BUDGET IMPACT:** Please provide estimated on-going budget (financial) impacts of the above service/project on the listed budget components. If additional categories are needed, please contact me. The impact of Capital Investments on Operating Budget is/will be a concern for future budgeting, therefore, the need to include the Annual Budget Impact section.

Capital Costs; these include the replacement costs for a service/project.

Service/Debt Service; these include any on-going service costs and/or debt service option costs for a service/project.

Maint. & Op.; these include the costs to adequately maintain or operate the service/project.

Personnel; these include the Personnel costs directly associated with the service/project.

Other; these include any other costs associated with putting the service/project into use.

The workbook includes a summary worksheet for the five-year planning horizon for the ARPA Funds (for **ESTIMATED COST**), and the Departmental worksheets for ARPA service/project submission. **Please complete a form for each ARPA service/projects proposed. Also, please limit submitted information to the forms and not additional product information, etc.**

We **may** again be using the Incode Project Accounting Module to help track selected capital projects approved in the budget. Information from the workbook can/will be used to complete the

projects approved in the budget. Information from the workbook can/will be used to complete the Incode fields for tracking purposes, if necessary. These workbook forms are also linked to other workbooks, so please supply all relevant information on the worksheets. A copy of the forms will go to the Budget Committee (tentatively) for their December 13, 2021 meeting for discussion with the departments.

**I would like all forms back no later than November 26, 2021** so they can be reviewed and distributed at the December 13, 2021 Budget Committee meeting. This will also give you time to review the list of projects with your oversight committees.

If you have any questions or problems with the workbook, please give me a call.

/s/ *Tom Short*

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Tom Short, City Administrator

Copies:

Greg Dagnan, Asst. City Adm.

Mark Peterson, Parks Administrator

Zeb Carney, Public Works Director

Traci Cox, City Clerk

Bill Hawkins, Police Chief

Roger Williams, Fire Chief

Kevin Kinsey, IT Adm.

## ARPA FUNDS PROGRAM - REQUEST FORM

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: Financial Reporting and Budgeting Software  
 SERVICE/PROJECT NUMBER: \_\_\_\_\_  
 SERVICE/PROJECT PRIORITY: Elevated  
 PROJECT TYPE: Replacement  
 (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Administration

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Migrate to cloud based financial software including budgeting and reporting

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

Employees were unable to work from home during Covid due to restrictions created from current financial software. Moving to cloud based financial software will allow easier access to data anytime from anywhere. Allowing departments to access the system can increase efficiency and decrease errors when information is only entered once. Adding budgeting software to the core financials creates efficiency by allowing department heads to enter their information into the system and it also assists in forecasting revenues and expenses. Enhanced reporting software will increase transparency by generating reports that are easily understandable for both council and citizens.

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- ☐ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☒ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☐ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>

<sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year |           |           |           |           |        |         |
|-----------------------------------|-------------|-----------|-----------|-----------|-----------|--------|---------|
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL   |
| Land Acquisition                  | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Service/Program                   | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Construction and Related Services | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Equipment/Furniture Acquisition   | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Other                             | 0           | 250,000   | 0         | 0         | 0         | 0      | 250,000 |
| <b>TOTAL:</b>                     | 0           | 250,000   | 0         | 0         | 0         | 0      | 250,000 |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year |           |           |           |           |         |         |
|----------------------|-------------|-----------|-----------|-----------|-----------|---------|---------|
|                      | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond  | TOTAL   |
| Capital Costs        | 0           | 0         | 0         | 0         | 0         | 0       | 0       |
| Service/Debt Service | 0           | 0         | 0         | 0         | 0         | 0       | 0       |
| Maint. & Op.         | 0           | 100,000   | 100,000   | 100,000   | 100,000   | 100,000 | 500,000 |
| Personnel            | 0           | 0         | 0         | 0         | 0         | 0       | 0       |
| Other                | 0           | 250,000   | 0         | 0         | 0         | 0       | 250,000 |
| <b>TOTAL</b>         | 0           | 350,000   | 100,000   | 100,000   | 100,000   | 100,000 | 750,000 |

# **ARPA FUNDS PROGRAM - REQUEST FORM**

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: Self-Pay Kiosks

SERVICE/PROJECT NUMBER: \_\_\_\_\_

SERVICE/PROJECT PRIORITY: Ordinary

PROJECT TYPE: New

(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Municipal Court

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Install kiosks to allow self payment of

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

When City offices were shut down due to Covid, many defendants were unable to make fine payments. A large number of defendants are under-privileged with no access to computers or internet. By installing kiosks at three convenient locations, City Hall, Memorial Hall and Police Department, defendants would have easy access to make fine payments. This will also increase office efficiency. Eventually, we would like to collaborate with Carthage Water & Electric to accept payments at kiosks strategically placed within the community.

***Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:***

- |                                     |                                                                                                                                                                                                                               |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
| <input checked="" type="checkbox"/> | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
| <input type="checkbox"/>            | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
| <input type="checkbox"/>            | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |

<sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year |           |           |           |           |        |       |
|-----------------------------------|-------------|-----------|-----------|-----------|-----------|--------|-------|
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL |
| Land Acquisition                  | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Service/Program                   | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Construction and Related Services | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Equipment/Furniture Acquisition   | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |
| Other                             | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| <b>TOTAL:</b>                     | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year |           |           |           |           |        |       |
|----------------------|-------------|-----------|-----------|-----------|-----------|--------|-------|
|                      | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL |
| Capital Costs        | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |
| Service/Debt Service | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Maint. & Op.         | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Personnel            | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Other                | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| <b>TOTAL</b>         | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |

## ARPA FUNDS PROGRAM - REQUEST FORM

Fiscal Year 2022 - 2026

SERVICE/PROJECT TITLE: PPE Emergency Stock  
 SERVICE/PROJECT NUMBER: \_\_\_\_\_  
 SERVICE/PROJECT PRIORITY: Response to COVID-19  
 PROJECT TYPE: Expansion  
 (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Fire Department

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Purchase of bulk PPE for the Fire Department and others as needed to respond to any future COVID outbreak.

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

A large number of essential City workers, especially law enforcement and firefighters, have no choice but to be in close contact with citizens. Personal protective Equipment (PPE) is vital to protect the health of these emergency workers and the citizens they come in contact with. PPE supplies were sometimes in short supply during the pandemic. Purchase of PPE is allowable per the interim Rule (p. 18). We would purchase a larger quantity of equipment and maintain it in a safe storage location. Depending on the future of the pandemic we would plan on possible future purchases to keep an adequate supply.

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- |          |                                                                                                                                                                                                                               |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>X</b> | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
| <b>X</b> | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
|          | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
|          | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |

<sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year   |           |               |           |           |          | TOTAL         |
|-----------------------------------|---------------|-----------|---------------|-----------|-----------|----------|---------------|
|                                   | 2021 - 22     | 2022 - 23 | 2023 - 24     | 2024 - 25 | 2025 - 26 | Beyond   |               |
| Land Acquisition                  | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Service/Program                   | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Construction and Related Services | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Equipment/Furniture Acquisition   | 30,000        | 0         | 30,000        | 0         | 0         | 0        | 60,000        |
| Other                             | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| <b>TOTAL:</b>                     | <b>30,000</b> | <b>0</b>  | <b>30,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>60,000</b> |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year   |           |               |           |           |          | TOTAL         |
|----------------------|---------------|-----------|---------------|-----------|-----------|----------|---------------|
|                      | 2021 - 22     | 2022 - 23 | 2023 - 24     | 2024 - 25 | 2025 - 26 | Beyond   |               |
| Capital Costs        | 30,000        | 0         | 30,000        | 0         | 0         | 0        | 60,000        |
| Service/Debt Service | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Maint. & Op.         | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Personnel            | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Other                | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| <b>TOTAL</b>         | <b>30,000</b> | <b>0</b>  | <b>30,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>60,000</b> |

### Fiscal Year 2022 - 2026

DEPARTMENT/AGENCY: Fire Department

~~Purchase another Command Vehicle to help with COVID responses.~~

During the pandemic it has become more and more important to have available Chief Officers responding to help insure that all possible precautions are taken. Chief Officers can go on scenes and provide guidance and assistance to help reduce the exposures from patients. Many times the Officers have been able to provide decontamination of the affected crew members before they enter the apparatus and cause contamination to it. Maintenance and operations is included for normal expenses. This would be for an SUV or pick-up set up for command and used by one officer to control cross contaminations.

~~To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>~~

| 2021 - 22 | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL  |
|-----------|-----------|-----------|-----------|-----------|--------|--------|
| 45,000    | 0         | 0         | 0         | 0         | 0      | 45,000 |
| 0         | 0         | 0         | 0         | 0         | 0      | 0      |
| 0         | 500       | 500       | 500       | 500       | 500    | 2,500  |
| 0         | 0         | 0         | 0         | 0         | 0      | 0      |
| 0         | 0         | 0         | 0         | 0         | 0      | 0      |
| 45,000    | 500       | 500       | 500       | 500       | 500    | 47,500 |

# **ARPA FUNDS PROGRAM - REQUEST FORM**

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: Auto CPR Systems  
 SERVICE/PROJECT NUMBER: \_\_\_\_\_  
 SERVICE/PROJECT PRIORITY: Response to COVID-19  
 PROJECT TYPE: New  
 (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Fire Department

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Purchase two Auto CPR systems.

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

With the spread of COVID-19 the Fire Department has been faced with the reality that victims of this virus can be very sick. On many occasions we have been placed in situations that put us in very close contact with critically ill patients. Sometimes these patients only chance for survival may be effective CPR. This procedure can place firefighters in a very dangerous situation because there is no way to perform CPR without having close contact. When COVID is at its worst within the community there is good chance that EMS units are over burdened and it may be an extended time before they will arrive to take over the patients. The Auto CPR units would provide us with the option to place the unit on a patient and initiate automatic compressions. This would give us better protection from direct contact for an extended period and also provides finely regulated CPR for a possible better outcome. Two of these units would allow us to have a unit at both stations. Maintenance and operation expenses for batteries and compression bands is included.

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- |          |                                                                                                                                                                                                                               |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>X</b> | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
| <b>X</b> | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
|          | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
|          | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |

1 Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year |           |           |           |           |        | TOTAL  |
|-----------------------------------|-------------|-----------|-----------|-----------|-----------|--------|--------|
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond |        |
| Land Acquisition                  | 0           | 0         | 0         | 0         | 0         | 0      | 0      |
| Service/Program                   | 0           | 0         | 0         | 0         | 0         | 0      | 0      |
| Construction and Related Services | 0           | 0         | 0         | 0         | 0         | 0      | 0      |
| Equipment/Furniture Acquisition   | 35,000      | 0         | 0         | 0         | 0         | 0      | 35,000 |
| Other                             | 0           | 0         | 0         | 0         | 0         | 0      | 0      |
| <b>TOTAL:</b>                     | 35,000      | 0         | 0         | 0         | 0         | 0      | 35,000 |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year |           |           |           |           |        | TOTAL  |
|----------------------|-------------|-----------|-----------|-----------|-----------|--------|--------|
|                      | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond |        |
| Capital Costs        | 35,000      | 0         | 0         | 0         | 0         | 0      | 35,000 |
| Service/Debt Service | 0           | 0         | 0         | 0         | 0         | 0      | 0      |
| Maint. & Op.         | 0           | 4,500     | 9,500     | 4,500     | 9,500     | 4,500  | 32,500 |
| Personnel            | 0           | 0         | 0         | 0         | 0         | 0      | 0      |
| Other                | 0           | 0         | 0         | 0         | 0         | 0      | 0      |
| <b>TOTAL</b>         | 35,000      | 4,500     | 9,500     | 4,500     | 9,500     | 4,500  | 67,500 |

# **ARPA FUNDS PROGRAM - REQUEST FORM**

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: WiFi in Parks

SERVICE/PROJECT NUMBER: 5000

SERVICE/PROJECT PRIORITY: Response to COVID-19

PROJECT TYPE: New

(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Parks & Recreation

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

WiFi in all of our Carthage Parks

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

Attached

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- |                                     |                                                                                                                                                                                                                               |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
| <input type="checkbox"/>            | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
| <input type="checkbox"/>            | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
| <input checked="" type="checkbox"/> | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |

1 Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

| ESTIMATED COST:                   | Fiscal Year    |               |               |               |               |          |                |
|-----------------------------------|----------------|---------------|---------------|---------------|---------------|----------|----------------|
|                                   | 2021 - 22      | 2022 - 23     | 2023 - 24     | 2024 - 25     | 2025 - 26     | Beyond   | TOTAL          |
| Land Acquisition                  | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Service/Program                   | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Construction and Related Services | 175,000        | 0             | 0             | 0             | 0             | 0        | 175,000        |
| Equipment/Furniture Acquisition   | 250,000        | 0             | 0             | 0             | 0             | 0        | 250,000        |
| Other                             | 25,000         | 25,000        | 25,000        | 25,000        | 25,000        | 0        | 125,000        |
| <b>TOTAL:</b>                     | <b>450,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>0</b> | <b>550,000</b> |
| ANNUAL BUDGET IMPACT:             | Fiscal Year    |               |               |               |               |          |                |
|                                   | 2021 - 22      | 2022 - 23     | 2023 - 24     | 2024 - 25     | 2025 - 26     | Beyond   | TOTAL          |
| Capital Costs                     | 425,000        | 0             | 0             | 0             | 0             | 0        | 425,000        |
| Service/Debt Service              | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Maint. & Op.                      | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Personnel                         | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Other                             | 25,000         | 25,000        | 25,000        | 25,000        | 25,000        | 0        | 125,000        |
| <b>TOTAL</b>                      | <b>450,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>0</b> | <b>550,000</b> |



# **ARPA FUNDS PROGRAM - REQUEST FORM**

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: WiFi in Parks

SERVICE/PROJECT NUMBER: 5000

SERVICE/PROJECT PRIORITY: Response to COVID-19

PROJECT TYPE: New  
(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Parks & Recreation

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

WiFi in all of our Carthage Parks

**JUSTIFICATION/BENEFIT:**

Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.

Attached

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- ☐ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☐ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☐ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>

<sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

| ESTIMATED COST:                   | Fiscal Year |           |           |           |           |        |         |
|-----------------------------------|-------------|-----------|-----------|-----------|-----------|--------|---------|
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL   |
| Land Acquisition                  | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Service/Program                   | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Construction and Related Services | 175,000     | 0         | 0         | 0         | 0         | 0      | 175,000 |
| Equipment/Furniture Acquisition   | 250,000     | 0         | 0         | 0         | 0         | 0      | 250,000 |
| Other                             | 25,000      | 25,000    | 25,000    | 25,000    | 25,000    | 0      | 125,000 |
| <b>TOTAL:</b>                     | 450,000     | 25,000    | 25,000    | 25,000    | 25,000    | 0      | 550,000 |
| ANNUAL BUDGET IMPACT:             | Fiscal Year |           |           |           |           |        |         |
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL   |
| Capital Costs                     | 425,000     | 0         | 0         | 0         | 0         | 0      | 425,000 |
| Service/Debt Service              | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Maint. & Op.                      | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Personnel                         | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Other                             | 25,000      | 25,000    | 25,000    | 25,000    | 25,000    | 0      | 125,000 |
| <b>TOTAL</b>                      | 450,000     | 25,000    | 25,000    | 25,000    | 25,000    | 0      | 550,000 |

**ARPA FUNDS PROGRAM - REQUEST FORM**  
Fiscal Year 2022 - 2026

SERVICE/PROJECT TITLE: Civic Experience Covid 19  
SERVICE/PROJECT NUMBER: 5001  
SERVICE/PROJECT PRIORITY: Response to COVID-19  
PROJECT TYPE: New  
(e.g., replacement, expansion, new, repair, modification)  
DEPARTMENT/AGENCY: Information Technology

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Creating a Better Civic Experience

**JUSTIFICATION/BENEFIT:**

Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.

Attached

Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:

- ☒ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☒ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☒ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>

<sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year    |                |                |                |                |          |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------|
|                                   | 2021 - 22      | 2022 - 23      | 2023 - 24      | 2024 - 25      | 2025 - 26      | Beyond   |
| Land Acquisition                  | 0              | 0              | 0              | 0              | 0              | 0        |
| Service/Program                   | 0              | 0              | 0              | 0              | 0              | 0        |
| Construction and Related Services | 0              | 0              | 0              | 0              | 0              | 0        |
| Equipment/Furniture Acquisition   | 0              | 0              | 0              | 0              | 0              | 0        |
| Other                             | 142,022        | 108,486        | 108,486        | 108,486        | 108,486        | 0        |
| <b>TOTAL:</b>                     | <b>142,022</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>0</b> |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year    |                |                |                |                |          |
|----------------------|----------------|----------------|----------------|----------------|----------------|----------|
|                      | 2021 - 22      | 2022 - 23      | 2023 - 24      | 2024 - 25      | 2025 - 26      | Beyond   |
| Capital Costs        | 0              | 0              | 0              | 0              | 0              | 0        |
| Service/Debt Service | 0              | 0              | 0              | 0              | 0              | 0        |
| Maint. & Op.         | 0              | 0              | 0              | 0              | 0              | 0        |
| Personnel            | 0              | 0              | 0              | 0              | 0              | 0        |
| Other                | 142,022        | 108,486        | 108,486        | 108,486        | 108,486        | 0        |
| <b>TOTAL</b>         | <b>142,022</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>0</b> |



Can this be done as we've already spent \$99,000 toward this?

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: Police Vehicle Project

SERVICE/PROJECT NUMBER: 1

SERVICE/PROJECT PRIORITY: Elevated

PROJECT TYPE: Expansion  
(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Police Department

The police department would purchase 12 new vehicles (11 Ford Explorers and 1 Chevrolet truck). The estimated price to purchase all the vehicles and equipment is \$579,000. The truck and outfitting would cost approximately \$48,000.

~~Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.~~

During the Covid-19 pandemic, drastic measures were taken by city personnel to social distance (including isolation and quarantine). Unfortunately, being able to socially distance was not always possible for local law enforcement. Each day the police department's officers share a small pool of vehicles to patrol the city. The vehicles are used for 12 hours and then turned over to another officer for the following 12 hour shift. During the pandemic, the cars were cleaned before and after each shift. This still did not ensure that each officer would be able to avoid exposure to the virus. With each officer having a vehicle assigned to them, this would assist in the city's efforts of being able to make sure officers socially distanced and it would assist in containing any potential outbreak that could occur during this or any future pandemic.

|   |                                                                                                                                                                                                                               |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
| X | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
|   | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
|   | To make necessary investments in water, sewer, or broadband infrastructure.                                                                                                                                                   |

**ESTIMATED COST:**

[illegible][illegible]

## Fiscal Year 2022 - 2026

~~SERVICE/PROJECT NUMBER:~~

**SERVICE/PROJECT PRIORITY:** Ordinary

~~PROJECT TYPE:~~ Replacement

(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Police Department

**SERVICE/PROJECT DESCRIPTION:** (Attach no more than one additional sheet if necessary)

We are requesting to purchase a new mobile command truck to fit the needs of the Carthage Police Department. The new truck

**JUSTIFICATION/BENEFIT:**

~~Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.~~

To provide mobile dispatching, communication, crime scene investigation/processing, high-risk response, and full office-capabilities. It is used at crime scenes for processing evidence, for incident responses, natural disasters (i.e., Joplin tornado), searches for missing persons such as the July 2021 search for an individual eventually found deceased in Spring River and large events such as Marian Days. The current-

Carthage Police Department command truck is a 32-year-old, 1989 International model 3800 mobile command truck. It is falling apart inside and outside with high maintenance needs. The batteries are often dead. Several windows are worn out and do not lock leaving equipment inside susceptible to theft and damage. The entry door has a broken exterior door handle and doesn't lock well. The other two entry/exit side doors' lock and handle assemblies are falling apart. Interior cabinets are falling apart. The ceiling is sagging and needs to be redone. The sliding closet doors' tracks are coming apart. The vehicle's suspension is sagging and worn out causing the truck to lean to the left. The tires are at least 20 years old according to the DOT build dates on the side.

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

[illegible]

To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality:

~~To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers:~~

For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and

~~To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>~~

1 Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above):

**ESTIMATED COST:**

[illegible]

**ANNUAL BUDGET IMPACT:**

[illegible]

# **ARPA FUNDS PROGRAM - REQUEST FORM**

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: Emergency Operations Center  
 SERVICE/PROJECT NUMBER: 1  
 SERVICE/PROJECT PRIORITY: Elevated  
 PROJECT TYPE: Expansion  
 (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Administration

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

The city is considering purchasing the property at 125 E. Fairview at the cost of \$475,000. An estimated remodel of the building would cost approximately \$750,000. The building would be remodeled to house all city department heads (all court employees including the city judge and attorney), training and meeting rooms, other individual offices, a full kitchen, and a full 24-hour access gym.

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

Please see attachment

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- ☐ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☒ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☐ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.1

1 Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above):

| ESTIMATED COST:                   | Fiscal Year      |           |           |           |           |          |                  |
|-----------------------------------|------------------|-----------|-----------|-----------|-----------|----------|------------------|
|                                   | 2021 - 22        | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL            |
| Land Acquisition                  | 475,000          | 0         | 0         | 0         | 0         | 0        | 475,000          |
| Service/Program                   | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Construction and Related Services | 750,000          | 0         | 0         | 0         | 0         | 0        | 750,000          |
| Equipment/Furniture Acquisition   | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Other                             | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| <b>TOTAL:</b>                     | <b>1,225,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>1,225,000</b> |
| ANNUAL BUDGET IMPACT:             | Fiscal Year      |           |           |           |           |          |                  |
|                                   | 2021 - 22        | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL            |
| Capital Costs                     | 1,225,000        | 0         | 0         | 0         | 0         | 0        | 1,225,000        |
| Service/Debt Service              | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Maint. & Op.                      | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Personnel                         | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Other                             | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| <b>TOTAL</b>                      | <b>1,225,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>1,225,000</b> |



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Document

# **ARPA FUNDS PROGRAM - REQUEST FORM**

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: Larger City Facility  
 SERVICE/PROJECT NUMBER: 1  
 SERVICE/PROJECT PRIORITY: Elevated  
 PROJECT TYPE: New  
 (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Administration

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

**A solution to many of these problems is larger meeting spaces so that in-person meetings can take place safely, using**

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

During the City response to the COVID-19 pandemic, effective and immediate communication was required. One of the greatest harms to our city during a time of required social distancing, masking, and quarantines was the impracticality and sometimes impossibility of communication between city leaders, staff, and our citizens. The most modern of our city buildings, including city hall, the police station, fire station, and others were built in the 1990s or significantly before this time period. These buildings do not have sufficient conference rooms, meeting facilities, or the technology to conduct remote meetings. Staff, Citizen, Committee, or Council meetings were limited in attendance or were attempted to be conducted via Zoom. Neither of these options was conducive to good communication or effective citizen participation. Phone conference calls were attempted and were even less effective. As a governing body, we found ourselves putting off issues, hoping that there would be a time after the pandemic when we could get higher engagement and better communication. However, we discovered that waiting for the pandemic to end was not a viable solution

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- ☒ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☐ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☐ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>

<sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year      |           |           |           |           |          |                  |
|-----------------------------------|------------------|-----------|-----------|-----------|-----------|----------|------------------|
|                                   | 2021 - 22        | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL            |
| Land Acquisition                  | 475,000          | 0         | 0         | 0         | 0         | 0        | 475,000          |
| Service/Program                   | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Construction and Related Services | 750,000          | 0         | 0         | 0         | 0         | 0        | 750,000          |
| Equipment/Furniture Acquisition   | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Other                             | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| <b>TOTAL:</b>                     | <b>1,225,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>1,225,000</b> |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year      |               |               |               |               |               |                  |
|----------------------|------------------|---------------|---------------|---------------|---------------|---------------|------------------|
|                      | 2021 - 22        | 2022 - 23     | 2023 - 24     | 2024 - 25     | 2025 - 26     | Beyond        | TOTAL            |
| Capital Costs        | 1,225,000        | 0             | 0             | 0             | 0             | 0             | 1,225,000        |
| Service/Debt Service | 0                | 0             | 0             | 0             | 0             | 0             | 0                |
| Maint. & Op.         | 25,000           | 25,000        | 25,000        | 25,000        | 25,000        | 25,000        | 150,000          |
| Personnel            | 0                | 0             | 0             | 0             | 0             | 0             | 0                |
| Other                | 0                | 0             | 0             | 0             | 0             | 0             | 0                |
| <b>TOTAL</b>         | <b>1,250,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>1,375,000</b> |



|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### **What is the proposed use of Fiscal Recovery Funds?**

Service/Project Title: Broadband in Parks  
Service/Project Number: 5000  
Service/Project Priority: Response to COVID-19  
Project Type: New (e.g., replacement, expansion, new, repair, modification)  
Department/Agency: Parks & Recreation

#### Project Description

Broadband in all our Carthage Parks

#### Justification/Benefit

There are several statutory eligible criteria met for the Broadband in Parks project. They include the following:

1. Our ability to reach underserved communities and those in need through Broadband access in our parks. (Infrastructure) (Education Assistance)
2. Our ability to create more desire to use and engage activities in our parks with Broadband connection. (Health)
3. Our ability to incentivize visitors. (Tourism, Travel, Hospitality)
4. Our ability to provide safe and secure parks. (Infrastructure) (Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency)

#### **Our ability to reach underserved communities and those in need through Broadband access in our parks. (Infrastructure) (Education Assistance)**

Broadband became essentially important during the pandemic. If you didn't have it, you were cut off from the world in many ways. This project will provide an opportunity for all to access fast, reliable Broadband when the need arises, and other options are not available. Many households in our community were without Broadband access when their children needed it for school. The opportunity to access quality Broadband when required is the primary point. We have individuals in need of Broadband in the Carthage community.

Pathways to continuous learning are not available to students who may reside in geographically isolated rural areas, and among those with limited or no access to home Broadband. These differences in resources result in the racial and income disparities that define the digital divide and have far-reaching implications for school-age children without internet access.

#### **Our ability to create more desire to use and engage activities in our parks with Broadband connection. (Health)**

Cities invest in parks to keep their citizens happy and healthy and give them a place to reflect, exercise, and relax. Offering free Broadband in parks will meet an essential need for park users, the need to be able to enjoy an eBook, listen to streaming music, and generally take advantage of the benefits of cloud-based content and services. Deploying Broadband is an excellent way for our Parks & Recreation Department to keep our visitors happy and return to use our parks.

When it comes to enticing children to outdoor areas, augmented reality is a significant help. These virtual environments are displayed through smartphones and activated at playgrounds and other

park features. These apps present games to children to encourage learning and physical activity.

We will continue to see more opportunities come forward in parks and recreations that need Broadband. Baseball, softball, and other team activities have many Broadband needed apps for practices, scoring, fan interaction, and team management. Self-directed non-team activities will benefit the most from Broadband access, with endless possibilities being created as we discuss this.

The National Parks and Recreation Association (NPRA) believes smart technology allows parks to connect with a tech-focused generation. Public parks give children and adults essential places to socialize, exercise, and spend time outdoors – but only if they are being used. Free Broadband and charging stations can provide an incentive for connected individuals to step outside their homes.

### **Our ability to incentivize visitors. (Tourism, Travel, Hospitality)**

Public **Broadband** access can have a massive impact on tourism, too. When traveling, indeed, people want to stay in contact with their family and friends, share their holiday pictures on their social networks and check travel information. Consequently, tourists are more incentivized to travel to a location if they can use the internet for free. Therefore, providing a city with free Broadband hotspots (Parks) would be advantageous both for tourists, who would enjoy internet connection without roaming charges and for the local economy, which would primarily benefit from increased levels of tourism.

We would promote this extensively. As we look for other opportunities in parks, Broadband becomes a must-have need. As we look to put in electric charging stations, we need to promote free Broadband. People are walking, running, playing, biking all using Broadband-connected apps in our parks. Let's be the community embracing the Broadband-connected world.

We can create many opportunities that bring Carthage Missouri and our Parks to a vast audience that will also encourage them to visit our community. Our ability to livestream events.

- Live from Central Park
  - o Food Truck Friday
  - o Hispanic Heritage Day
  - o Concert Series in the Park
  - o Maple Leaf Activates including Car, Truck and Tractor Show
  - o Sparkle in Park Lighting Ceremony

The investment in Broadband infrastructure brings our park activities to a massive audience. These live streamed events can also be captured and viewed at any time on a City of Carthage YouTube channel. An inventory of live streamed activities can be used for tourism in many capacities.

### **Our ability to provide safe and secure parks. (Infrastructure) (Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency)**

Another benefit to the public is safety and security. Free Broadband and phone service eases access to emergency services, quick weather updates, and connectivity to friends and family if separated. Connected services at a public park allow visitors to relax and spend more time enjoying the outdoors.

As we work to implement the Parks & Recreation Master Plan priorities, the following will need Broadband access.

1. Bathrooms – Technology that allows us to open and close restroom doors for park hours only, emergencies, future pandemic situations, etc. All based on Broadband access.
2. Security Cameras – Low cost, high-quality camera systems to monitor activity in our parks. We can manage vandalism, accidents, activities, etc. All based on Broadband access.

3. Service for Programing – The ability to live stream activities such as team games in our parks. People who can't be live to watch games can watch online. Live stream a concert in the park. Endless opportunities with connectivity and technology based on Broadband access.

The Interim Final Rule defines "broadband" as a physical connection to the internet capable of producing speeds of, at least, 100 Mbps download and 20 Mbps upload. We have constructed our plans to meet the speed requirements of these guidelines.

### Summary

The COVID-19 pandemic altered human behavior around the world. To maintain mental and physical health during periods of lockdown and quarantine, people often engaged in outdoor, physically distanced activities such as visits to parks and greenspace.

Recent studies provide support for the notion that parks, and outdoor spaces may be safe spaces for recreation and leisure during the pandemic. Relative to indoor venues, outdoor settings provide greater sunlight exposure, air flow, and ease of social distancing. Maintaining access to parks and outdoor recreational spaces, particularly when social distancing can be achieved, may be an important component of containment efforts while balancing needs for physical activity and mental well-being.

Here in the United States, for millennials between the ages of 18 and 29, *smartphone* ownership is almost 95 percent. Low-income or older adults are less likely to own a smartphone. The same holds true if you're Hispanic or African-American. Home internet access follows a similar pattern. Since public parks typically are free and easily accessible, they represent a great means of bridging the digital divide.

Much of the conversation related to Broadband access involved bringing the opportunity to rural underserved areas. The timeframe for that to happen is unknown but obviously will take a lot of time. We can create open greenspace with Broadband connectivity for all. At the same time, we are promoting healthy outdoor lifestyles. We are targeting several objectives through this project.

At some point, we will be installing Broadband in our parks. Let's use this opportunity to do it right and pay for all infrastructure and yearly costs we can. Most technology-related advances for parks will involve Broadband access. These will be for park users and our administrative and maintenance needs. We need "Smart Parks" now rather than later.

### What is the actual or estimated cost?

| ESTIMATED COST:                   | Fiscal Year    |               |               |               |               |          |                |
|-----------------------------------|----------------|---------------|---------------|---------------|---------------|----------|----------------|
|                                   | 2021 - 22      | 2022 - 23     | 2023 - 24     | 2024 - 25     | 2025 - 26     | Beyond   | TOTAL          |
| Land Acquisition                  | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Service/Program                   | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Construction and Related Services | 175,000        | 0             | 0             | 0             | 0             | 0        | 175,000        |
| Equipment/Furniture Acquisition   | 250,000        | 0             | 0             | 0             | 0             | 0        | 250,000        |
| Other                             | 25,000         | 25,000        | 25,000        | 25,000        | 25,000        | 0        | 125,000        |
| <b>TOTAL :</b>                    | <b>450,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>0</b> | <b>550,000</b> |
| ANNUAL BUDGET IMPACT:             | Fiscal Year    |               |               |               |               |          |                |
|                                   | 2021 - 22      | 2022 - 23     | 2023 - 24     | 2024 - 25     | 2025 - 26     | Beyond   | TOTAL          |
| Capital Costs                     | 425,000        | 0             | 0             | 0             | 0             | 0        | 425,000        |
| Service/Debt Service              | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Maint. & Op.                      | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Personnel                         | 0              | 0             | 0             | 0             | 0             | 0        | 0              |
| Other                             | 25,000         | 25,000        | 25,000        | 25,000        | 25,000        | 0        | 125,000        |
| <b>TOTAL</b>                      | <b>450,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>0</b> | <b>550,000</b> |

### Is this reimbursement of a prior expense?

No

### If a prior expense, on what date(s) did it occur? (Enter "N/A" if not applicable)

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

COVID-19 has created a greater need for access to high-speed internet, and highlighted deficiencies in the City's ability to provide free, accessible, internet as well as maintain public facilities in a way that ensures public safety and tourism.

**How will the proposed use address the targeted pandemic-related harm?**

Providing Broadband in the city parks will provide free, high speed, internet access for anyone who needs it. It will also allow for more modernization of parks facilities and allow for more efficient and contact-free maintenance. This project will enhance entertainment and safety for visitors of the city's parks.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter "N/A" if not applicable)**

The Broadband in the city parks will benefit the people disproportionately impacted by the pandemic that need the WIFI for educational or work purposes.

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter "N/A" if not applicable)**

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

### Eligibility Evaluation

#### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury's *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

## **Interim Final Rule Citations**

### **Page 26790 –**

*COVID–19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID–19. Mitigation and prevention efforts for COVID–19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (*e.g.*, monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (*e.g.*, nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID–19 mitigation tactics. These COVID–19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

### **Page 26795 –**

*Aid to Impacted Industries.* Sections 602(c)(1)(A) and 603(c)(1)(A) recognize that certain industries, such as tourism, travel, and hospitality, were disproportionately and negatively impacted by the COVID–19 public health emergency. Aid provided to tourism, travel, and hospitality industries should respond to the negative economic impacts of the pandemic on those and similarly impacted industries. For example, aid may include assistance to implement COVID–19 mitigation and infection prevention measures to enable safe resumption of tourism, travel, and hospitality services, for example, improvements to ventilation, physical barriers or partitions, signage to facilitate social distancing, provision of masks or personal protective equipment, or consultation with infection prevention professionals to develop safe reopening plans.

Aid may be considered responsive to the negative economic impacts of the pandemic if it supports businesses, attractions, business districts, and Tribal development districts operating prior to the pandemic and affected by required closures and other efforts to contain the pandemic.

### **Page 26791 –**

Given the exacerbation of health disparities during the pandemic and the role of pre-existing social vulnerabilities in driving these disparate outcomes, services to address health disparities are presumed to be responsive to the public health impacts of the pandemic. Specifically, recipients may use payments from the Fiscal Recovery Funds to facilitate access to resources that improve health outcomes, including services that connect residents with health care resources and public assistance programs and build healthier environments, such as:

- Funding community health workers to help community members access health services and services to address the social determinants of health;
- Funding public benefits navigators to assist community members with navigating and applying for available Federal, State, and local public benefits or services;
- Housing services to support healthy living environments and neighborhoods conducive to mental and physical wellness;

- Remediation of lead paint or other lead hazards to reduce risk of elevated blood lead levels among children; and
- Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.

## **Page 26806 -**

Under sections 602(c)(1)(A) and 603(c)(1)(A), assistance to households facing negative economic impacts due to COVID-19 is also an eligible use, including internet access or digital literacy assistance. As discussed above, in considering whether a potential use is eligible under this category, a recipient must consider whether, and the extent to which, the household has experienced a negative economic impact from the pandemic.

## **Frequently Asked Questions Citations**

### **2.1 What types of COVID-19 response, mitigation, and prevention activities are eligible?**

Purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### **2.18. Would investments in improving outdoor spaces (e.g., parks) be an eligible use of funds as a response to the public health emergency and/or its negative economic impacts?**

There are multiple ways that investments in improving outdoor spaces could qualify as eligible uses; several are highlighted below, though there may be other ways that a specific investment in outdoor spaces would meet eligible use criteria.

First, in recognition of the disproportionate negative economic impacts on certain communities and populations, the Interim Final Rule identifies certain types of services that are eligible uses when provided in a Qualified Census Tract (QCT), to families and individuals living in QCTs, or when these services are provided by Tribal governments. Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic. These programs and services include services designed to build stronger neighborhoods and communities and to address health disparities and the social determinants of health. The Interim Final Rule provides a non-exhaustive list of eligible services to respond to the needs of communities disproportionately impacted by the pandemic, and recipients may identify other uses of funds that do so, consistent with the Rule's framework. For example, investments in parks, public plazas, and other public outdoor recreation spaces may be responsive to the needs of disproportionately impacted communities by promoting healthier living environments and outdoor recreation and socialization to mitigate the spread of COVID-19.

Second, recipients may provide assistance to small businesses in all communities. Assistance to small businesses could include support to enhance outdoor spaces for COVID-19 mitigation (e.g., restaurant patios) or to improve the built environment of the neighborhood (e.g., façade improvements).

Third, many governments saw significantly increased use of parks during the pandemic that resulted in damage or increased maintenance needs. The Interim Final Rule recognizes that “decreases to a state or local government’s ability to effectively administer services” can constitute a negative economic impact of the pandemic.

### **4.8 How can I use CSFRF/CLFRF funds to prevent and respond to crime, and support public safety in my community?**

Under Treasury’s Interim Final Rule, there are many ways in which the State and Local Fiscal Recovery Funds (“Funds”) under the American Rescue Plan Act can support communities working to reduce and respond to increased violence due to the pandemic. Among the eligible uses of the Funds are restoring of public sector staff to

their prepandemic levels and responses to the public health crisis and negative economic impacts resulting from the pandemic. The Interim Final Rule provides several ways for recipients to “respond to” this pandemic-related gun violence, ranging from community violence intervention programs to mental health services to hiring of public safety personnel.

Below are some examples of how Fiscal Recovery Funds can be used to address public safety:

- In all communities, recipients may use resources to rehire police officers and other public servants to restore law enforcement and courts to their pre-pandemic levels. Additionally, Funds can be used for expenses to address COVID-related court backlogs, including hiring above pre-pandemic levels, as a response to the public health emergency. See FAQ 2.19.
- In communities where an increase in violence or increased difficulty in accessing or providing services to respond to or mitigate the effects of violence, is a result of the pandemic they may use funds to address that harm. This spending may include:
  - Hiring law enforcement officials – even above pre-pandemic levels – or paying overtime where the funds are directly focused on advancing community policing strategies in those communities experiencing an increase in gun violence associated with the pandemic
  - Community Violence Intervention (CVI) programs, including capacity building efforts at CVI programs like funding and training additional intervention workers
  - Additional enforcement efforts to reduce gun violence exacerbated by the pandemic, including prosecuting gun traffickers, dealers, and other parties contributing to the supply of crime guns, as well as collaborative federal, state, and local efforts to identify and address gun trafficking channels
  - Investing in technology and equipment to allow law enforcement to more efficiently and effectively respond to the rise in gun violence resulting from the pandemic

As discussed in the Interim Final Rule, uses of CSFRF/CLFRF funds that respond to an identified harm must be related and reasonably proportional to the extent and type of harm experienced; uses that bear no relation or are grossly disproportionate to the type or extent of harm experienced would not be eligible uses.

#### **6.5. What types of broadband projects are eligible?**

The Interim Final Rule requires eligible projects to reliably deliver minimum speeds of 100 Mbps download and 100 Mbps upload. In cases where it is impracticable due to geography, topography, or financial cost to meet those standards, projects must reliably deliver at least 100 Mbps download speed, at least 20 Mbps upload speed, and be scalable to a minimum of 100 Mbps download speed and 100 Mbps upload speed.

Projects must also be designed to serve unserved or underserved households and businesses, defined as those that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed.

#### **6.6 For broadband investments, may recipients use funds for related programs such as cybersecurity or digital literacy training?**

Yes. Recipients may use funds to provide assistance to households facing negative economic impacts due to Covid-19, including digital literacy training and other programs that promote access to the Internet. Recipients may also use funds for modernization of cybersecurity, including hardware, software, and protection of critical infrastructure, as part of provision of government services up to the amount of revenue lost due to the public health emergency.

#### **6.16. May Funds be used to build or upgrade broadband connections to schools or libraries?**

As outlined in the IFR, recipients may use Fiscal Recovery Funds to invest in broadband infrastructure that, wherever it is practicable to do so, is designed to deliver service that reliably meets or exceeds symmetrical upload

and download speeds of 100 Mbps to households or businesses that are not currently serviced by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed. Treasury interprets “businesses” in this context broadly to include non-residential users of broadband, including private businesses and institutions that serve the public, such as schools, libraries, healthcare facilities, and public safety organizations.

### Other Eligibility Documentation

From the Government Finance Officers Association American Rescue Plan Act Guiding Principles: “Temporary Nature of ARPA Funds. ARPA funds are non-recurring so their use should be applied primarily to non-recurring expenditures. Care should be taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment.”

Source: <https://www.gfoa.org/american-rescue-plan-spending-guiding-principles>

### Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization’s Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

**Next Steps**

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

**Evaluation Subject to Change**

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

**Questions and Additional Assistance**

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or [jack.ryan-feldman@bakertilly.com](mailto:jack.ryan-feldman@bakertilly.com).

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE:12/14/2021  
DATE:12/14/2021

APPENDICES: Documentation submitted by applicant.

| <b>ARPA FUNDS PROGRAM - REQUEST FORM</b><br><b>Fiscal Year 2022 - 2026</b>                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                               |               |               |               |               |          |                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|---------------|---------------|----------|----------------|
| SERVICE/PROJECT TITLE: <u>WiFi in Parks</u>                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| SERVICE/PROJECT NUMBER: <u>5000</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| SERVICE/PROJECT PRIORITY: <u>Response to COVID-19</u>                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| PROJECT TYPE: <u>New</u><br>(e.g., replacement, expansion, new, repair, modification)                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| DEPARTMENT/AGENCY: <u>Parks &amp; Recreation</u>                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| <b>SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)</b><br>WiFi in all of our Carthage Parks                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| <b>JUSTIFICATION/BENEFIT:</b><br>Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| Attached                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| <b>Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:</b>                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                  | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |               |               |               |               |          |                |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                             | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |               |               |               |               |          |                |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                             | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |               |               |               |               |          |                |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                  | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |               |               |               |               |          |                |
| <sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <a href="https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf">https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf</a> , pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above). |                                                                                                                                                                                                                               |               |               |               |               |          |                |
| <b>ESTIMATED COST:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                               |               |               |               |               |          |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Fiscal Year                                                                                                                                                                                                                   |               |               |               |               |          |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23     | 2023 - 24     | 2024 - 25     | 2025 - 26     | Beyond   | TOTAL          |
| Land Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 0                                                                                                                                                                                                                             | 0             | 0             | 0             | 0             | 0        | 0              |
| Service/Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 0                                                                                                                                                                                                                             | 0             | 0             | 0             | 0             | 0        | 0              |
| Construction and Related Services                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 175,000                                                                                                                                                                                                                       | 0             | 0             | 0             | 0             | 0        | 175,000        |
| Equipment/Furniture Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 250,000                                                                                                                                                                                                                       | 0             | 0             | 0             | 0             | 0        | 250,000        |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 25,000                                                                                                                                                                                                                        | 25,000        | 25,000        | 25,000        | 25,000        | 0        | 125,000        |
| <b>TOTAL:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>450,000</b>                                                                                                                                                                                                                | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>0</b> | <b>550,000</b> |
| <b>ANNUAL BUDGET IMPACT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                               |               |               |               |               |          |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Fiscal Year                                                                                                                                                                                                                   |               |               |               |               |          |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23     | 2023 - 24     | 2024 - 25     | 2025 - 26     | Beyond   | TOTAL          |
| Capital Costs                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 425,000                                                                                                                                                                                                                       | 0             | 0             | 0             | 0             | 0        | 425,000        |
| Service/Debt Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 0                                                                                                                                                                                                                             | 0             | 0             | 0             | 0             | 0        | 0              |
| Maint. & Op.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 0                                                                                                                                                                                                                             | 0             | 0             | 0             | 0             | 0        | 0              |
| Personnel                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0                                                                                                                                                                                                                             | 0             | 0             | 0             | 0             | 0        | 0              |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 25,000                                                                                                                                                                                                                        | 25,000        | 25,000        | 25,000        | 25,000        | 0        | 125,000        |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>450,000</b>                                                                                                                                                                                                                | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>0</b> | <b>550,000</b> |

There are several statutory eligible criteria met for the **Broadband** Wi-Fi in Parks project. They include the following:

1. Our ability to reach underserved communities and those in need through **Broadband** access in our parks. (Infrastructure) (Education Assistance)
2. Our ability to create more desire to use and engage activities in our parks with **Broadband** connection. (Health)
3. Our ability to incentivize visitors. (Tourism, Travel, Hospitality)
4. Our ability to provide safe and secure parks. (Infrastructure)(**Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency**)

Our ability to reach underserved communities and those in need through **Broadband** access in our parks. (Infrastructure) (Education Assistance)

**Broadband** became essentially important during the pandemic. If you didn't have it, you were cut off from the world in many ways. This project will provide an opportunity for all to access fast, reliable **Broadband** when the need arises and other options are not available. Many households in our community were without **Broadband** access when their children needed it for school. The opportunity to access quality **Broadband** when required is the primary point. We definitely have individuals in need of **Broadband** in the Carthage community.

**Pathways to continuous learning are not available to students who may reside in geographically isolated rural areas, and among those with limited or no access to home Broadband. These differences in resources result in the racial and income disparities that define the digital divide and have far-reaching implications for school-age children without internet access.**

Our ability to create more desire to use and engage activities in our parks with **Broadband** connection. (Health)

Cities invest in parks to keep their citizens happy and healthy and give them a place to reflect, exercise, and relax. Offering free **Broadband** in parks will meet an essential need for park users, the need to be able to enjoy an eBook, listen to streaming music, and generally take advantage of the benefits of cloud-based content and services. Deploying **Broadband** is an excellent way for our Parks & Recreation Department to keep our visitors happy and return to use our parks.

When it comes to enticing children to outdoor areas, augmented reality is a significant help. These virtual environments are displayed through smartphones and activated at playgrounds and other park features. These apps present games to children to encourage learning and physical activity.

We will continue to see more opportunities come forward in parks and recreations that need **Broadband**. Baseball, softball, and other team activities have many **Broadband** needed apps for practices, scoring, fan interaction, and team management. Self-directed non-team activities will benefit the most from **Broadband** access, with endless possibilities being created as we discuss this.

The National Parks and Recreation Association (NPRA) believes smart technology allows parks to connect with a tech-focused generation. Public parks give children and adults essential places to socialize, exercise, and spend time outdoors – but only if they are being used. Free **Broadband** and charging stations can provide an incentive for connected individuals to step outside their homes.

Our ability to incentivize visitors. (Tourism, Travel, Hospitality)

Public **Broadband** access can have a massive impact on tourism, too. When traveling, indeed, people want to stay in contact with their family and friends, share their holiday pictures on their social networks and check travel information. Consequently, tourists are more incentivized to travel to a location if they can use the internet for free. Therefore, providing a city with free **Broadband** hotspots (Parks) would be advantageous both for tourists, who would enjoy internet connection without roaming charges and for the local economy, which would primarily benefit from increased levels of tourism.

We would promote this extensively. As we look for other opportunists in parks, **Broadband** becomes a must-have need. As we look to put in electric charging stations, we need to promote free **Broadband**. People are walking, running, playing, biking all using **Broadband**-connected apps in our parks. Let's be the community embracing the **Broadband**-connected world.

We can create many opportunities that bring Carthage Missouri and our Parks to a vast audience that will also encourage them to visit our community. Our ability to livestream events.

- Live from Central Park
  - o Food Truck Friday
  - o Hispanic Heritage Day
  - o Concert Series in the Park
  - o Maple Leaf Activates including Car, Truck and Tractor Show
  - o Sparkle in Park Lighting Ceremony

The investment in Broadband infrastructure brings our park activities to a massive audience. These live steamed events can also be captured and viewed at any time on a City of Carthage YouTube channel. An inventory of live streamed activities can be used for tourism in many capacities.

Our ability to provide safe and secure parks. (Infrastructure) (Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency)

Another benefit to the public is safety and security. Free **Broadband** and phone service eases access to emergency services, quick weather updates, and connectivity to friends and family if separated. Connected services at a public park allow visitors to relax and spend more time enjoying the outdoors.

As we work to implement the Parks & Recreation Master Plan priorities, the following will need **Broadband** access.

1. Bathrooms – Technology that allows us to open and close restroom doors for park hours only, emergencies, future pandemic situations, etc. All based on **Broadband** access.
2. Security Cameras – Low cost, high-quality camera systems to monitor activity in our parks. We can manage vandalism, accidents, activities, etc. All based on **Broadband** access.
3. Service for Programing – The ability to live stream activities such as team games in our parks. People who can't be live to watch games can watch online. Live stream a concert in the park. Endless opportunities with connectivity and technology based on **Broadband** access.

The Interim Final Rule appears to define "broadband" as a physical connection to the internet capable of producing speeds of, at least, 100 Mbps download and 20 Mbps upload. We have constructed our plans to meet the speed requirements of these guidelines.

## Summary

The COVID-19 pandemic altered human behavior around the world. To maintain mental and physical health during periods of lockdown and quarantine, people often engaged in outdoor, physically distanced activities such as visits to parks and greenspace.

Recent studies provide support for the notion that parks and outdoor spaces may be safe spaces for recreation and leisure during the pandemic. In particular, relative to indoor venues, outdoor settings provide greater sunlight exposure, air flow, and ease of social distancing. Maintaining access to parks and outdoor recreational spaces, particularly when social distancing can be achieved, may be an important component of containment efforts while balancing needs for physical activity and mental well-being.

Here in the United States, for millennials between the ages of 18 and 29, *smartphone* ownership is almost 95

percent. Low-income or older adults are less likely to own a smartphone. The same holds true if you're Hispanic or African-American. Home internet access follows a similar pattern. Since public parks typically are free and easily accessible, they represent a great means of bridging the digital divide.

Much of the conversation related to Broadband access involved bringing the opportunity to rural underserved areas. The timeframe for that to happen is unknown but obviously will take a lot of time. We can create open greenspace with Broadband connectivity for all. At the same time we are promoting healthy outdoor lifestyles. We are targeting several objectives through this project.

At some point, we will be installing Broadband in our parks. Let's use this opportunity to do it right and pay for all infrastructure and yearly costs we can. Most technology-related advances for parks will involve Broadband access. These will be for park users and our administrative and maintenance needs. We need "Smart Parks" now rather than later.

|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### **What is the proposed use of Fiscal Recovery Funds?**

Service/Project Title: Civic Experience COVID-19  
 Service/Project Number: 5001  
 Service/Project Priority: Response to COVID-19  
 Project Type: New (e.g., replacement, expansion, new, repair, modification)  
 Department/Agency: Information Technology

#### **Service/Project Description**

Creating a Better Civic Experience

#### **Justification/Benefit:**

Civic Experience – Covid-19

Engaging tools for a better civic experience will respond to the public health emergency by providing opportunities that allow current municipal services without having face-to-face contact.

We must adapt to the new realities of a remote public workforce and socially distanced citizens by implementing new workflows heavily reliant on technology we do not have in place today.

Our city government has been criticized significantly for not communicating efficiently with citizens. This criticism has been voiced in many ways. It has been shared at city council meetings by community members. I believe all our city department heads, and administration have heard these concerns at times. This was one of the most significant concerns in the GRO community survey.

I don't believe the generic term of not communicating is sufficient to describe what the community represents. In my work with GRO, my work with our parks planning process, and my 25 years of experience with the City of Carthage, I would define what we hear from the community as a poor civic experience for citizens of Carthage.

This poor civic experience was extensively recognized during the height of the pandemic. We struggled to get information out where people could see it. We struggled to create simple processes for people to engage in everyday opportunities or business with the city.

In my opinion, we are well behind the curve using technology to provide a better civic experience. Covid-19 brought this front and center for us. It is time for us to deliver technology tools that allow more effective back and forth communication with citizens. It is time to open city business 24 hours, 7 days a week. It is time for us to allow access on their time, not our time. We need to lead the community in this role and be late to the party. We are living in a world of technology, and our citizens embrace that. But unfortunately, we have not adopted it for the benefit of civic experience.

These tools benefit us as much as citizens. The more interaction that can be automated and handled more efficiently online, the more production hours available for staff to better manage their roles. We need to become a "Smart" city. We need to embrace a technology-based society. I think first, we need to have a shared understanding of what civic experiences are. I didn't write the following information, but it is the best definition of civic experience I have read.

#### **What are Civic Experiences?**

Civic experiences are interactions between local governments and their citizens. These interactions are many and varied. Citizens get permits, attend municipal meetings, participate in recreational programs, book facilities, make payments, and much more. Government staff members process various requests, administer programs, provide public safety, and handle many other tasks that keep the municipality running smoothly.

These interactions encapsulate the moments when citizens experience their local government, even if they don't think of such touchpoints as government interactions. Each experience can be positive or negative, and everyone makes a lasting impact.

**Governments that optimize civic experiences:**

Gain appreciation for getting things done

Drive more revenue

Operate more efficiently with happier staff members

**How Local Governments Can Create Positive Civic Experiences**

At a time when budgets and resources are limited, local government employees are often overworked and unseen. They are on the front lines every day, handling more citizen interactions than State or Federal agencies, yet their citizens are less aware of the impact they have on their day-to-day lives.

Local governments directly impact citizens' lives because they deliver a wide variety of services addressing many essential aspects of daily life, such as safety, recreation, home improvements, and civic participation.

Despite supporting more frequent and varied citizen interactions, local governments have smaller budgets and fewer resources. They often struggle with cutbacks, aging technology infrastructures, and siloed departments that can complicate service delivery.

At the same time, citizen expectations for quick and easy interactions have grown dramatically, influenced by ubiquitous connectivity, experiences in the commercial sector, and increased migration to online services accelerated by the COVID-19 pandemic.

How can local leaders juggle the competing challenges of budget pressures, citizen expectations, and entrenched systems to create the highest quality citizen service delivery? By optimizing civic experiences.

Civic experiences can happen online, via telephone, or in person. Regardless of the channel, the department, or the specific government service, every civic experience is defined by three basic characteristics:

- A beginning
- A duration
- A result

While negative perceptions of local government are magnified if a citizen is confused about how to engage, or the process is complicated or slow, if the civic experience is easy, empowering, and effective, then the municipality has created an opportunity to strengthen its citizen relationships, retention, and revenue.

**Summary**

Through the COVID-19 pandemic we had to evaluate how we delivered services. We ended up shutting down offices and not providing normal services. Some services could still be provided but not as efficiently. It created many challenges that we need to recognize and strive to navigate better for the future. The realities of the pandemic demand that local government operate in new ways. If digital transformation was once a distant goal, it is now front and center for us as we accommodate delivering citizen services. We must modernize to effectively

meet the ever-changing demands of today and tomorrow. Technology can be our tool for better two-way dialogue. Building citizen confidence in City of Carthage service requires deliberate efforts to ensure the inclusion of more voices.

The technology suggested will help us deliver services that do not force people to walk in our doors when they may not want to, and staff may not want them to. We will need to continually deliver services, but we need to do it without unnecessary interaction. The pandemic has brought these realities to us. We need to react efficiently. Technology needs to be in place that allows our staff to work remotely and still deliver services. We can achieve that with many of these technology resources.

The following are tools I am suggesting. All these tools are from CivicPlus. We have already committed to their website offering, CivicEngage. All these tool's work in conjunction with CivicEngage.

#### **SeeClickFix –**

**Keep Your Virtual Doors Open:** Continue to accept requests online and in-app while government offices are closed. Address urgent issues now and deal with the rest when normal operations resume.

**Benefit from Distributed 311:** Allow staff to enter requests remotely, even if a different department will resolve the issue. Make everyone with staff login credentials a 311 call-taker and improve the citizen service experience.

**Create Crisis-Related Request Categories:** Create new request categories in SeeClickFix to help with COVID-19 compliance and for neighbors to request help from one another.

**Track Costs:** Closely manage your budget with work orders that track costs associated with staff time, materials, and equipment; useful for tracking expenses for COVID-19 response reimbursement.

**Have Operational Visibility:** Get credit for your work while collecting better data for more informed decisions.

**Tailor Workflows:** Configurable, flexible workflow and communication tools align with your processes, ensuring that requests don't slip through the cracks in your fast-changing environment.

**Link to Crisis-Related Information:** Link to key resources within your local government with configurable mobile app buttons.

**Leverage Accurate Information:** ESRI geocoding, photo attachments, text descriptions, and potential duplicate detection help staff resolve issues faster with more detailed information about their concern.

**Offer Staff Mobile Accessibility:** Keep your local government running while your staff is working remotely. Log in with staff credentials from any mobile device or computer and work from anywhere.

**Work Efficiently with an Easy-to-Use System:** Train reassigned staff in as little as 15 minutes to manage SeeClickFix requests. Customers and citizens rate SeeClickFix highly with an average of 4.5+ stars on the iTunes® App Store, Google Play™ Marketplace, and Capterra.

#### **CivicReady –**

**Geo-Targeted Notifications via ESRI Mapping.** Provide instructions at the neighborhood level to reinforce restrictions in areas heavily impacted by COVID-19.

**Multilingual Messaging.** Text alerts and email messages automatically translated into the citizen's preferred language. (Feature release expected early summer)

**NOAA weather alerts.** Through an integration with NOAA weather radios, distribute urgent news, instructions, and mandates via the NOAA network.

**Critical Event Management.** Optimizes crisis response by enabling you to notify employees, engage your crisis teams and resources, and monitor communication all in one application.

**Unlimited Quick-Launch Notification Templates.** Expedite reminders regarding public park closures, shelter-in-place recommendations, and available testing services.

**Unified Emergency Management System.** Utilize this platform to seamlessly alert your citizens during a crisis and manage your team's response, safety, and secure communications.

**Integration with FEMA's IPAWS.** Reach residents and travelers who have not signed up for alerts via WEA and EAS.

#### **CivicRec –**

**Accessible and Intuitive Online Solutions.** Empower your team to work from anywhere with an Internet connection, with a consistent utilization experience across device types.

**Communication and Reporting Tools.** Leverage quantifiable insights to maintain efficient operations and profitable revenue.

**Online Registration and Facility Reservation Capabilities.** Intuitive functionality for citizens that supports administrative processes and business rules with waivers, prompts, and payment options.

**Manage Capacity Restrictions.** Set attendance capacity for activities to limit participants and enforce social distancing requirements. Make changes quickly and easily as guidelines change.

**Track Access and Participation.** If your community implements contact tracing, use CivicRec as part of your utilization management strategy for visibility into session schedules and facility usage.

**Provide Contactless Check-in and Payments.** Check participants in via membership or ticket scans, and facilitate secure, contactless payment.

**Support Virtual Events.** Manage registrations and payments for virtual activities and events using the same processes citizens are familiar with from in-person engagements.

**Accommodations for the New Normal.** Facilitate new COVID-19-related operations, such as registration restrictions and inter-session cleaning schedules.

**Citizen Engagement Via Civil Space.** Using our citizen engagement and collaboration solution, gauge public interest, sentiments, concerns, and excitement for your evolving catalog of recreational offerings.

#### **CivicOptimize –**

**With CivicOptimize Productivity to support your COVID-19 response, you can:**

**Enable Online Citizen Self-Service.** Remove barriers to business continuity by allowing citizens to request information, submit inquiries, obtain business tax receipts, access public records, and complete other essential services online from the safety of their home.

**Future-Proof Your Workflows.** Implement online functionality now that connects your existing software systems and addresses the long-term expectations of digitally minded citizens.

**Empower Staff to Work Remotely.** By building digital twins of manual workflows, your administrators will be able to perform their work, no matter how long or how often they need to work from home.

**Custom-Configure Apps in Days, not Months.** At a fraction of the cost of outsourced custom software development, you can enable digital workflows as defined by the team members who manage them—no programming skills needed.

**Included with our Productivity solution are ready-to-use apps to address common processes related to:**

**Licensing and permitting, Business registrations, FOIA requests, Purchasing and bids, Volunteer management, Inspections, Electronic signatures, and Integrated payment forms**

#### **CivicClerk –**

**Our CivicClerk agenda and meeting management software offers:**

**Remote Access.** Our cloud-based software is accessible with any modern web browser.

**Collaboration.** Easily compile and post agendas online for transparency and access.

**Virtual Workflow Management.** Online approval capabilities enable remote staff members to review and approve agenda items.

**Live Meeting Management and Electronic Voting.** Control every aspect of your meeting anywhere, from any device.

**Public Commenting.** Allow citizens to submit public comments via email and use their input to prepare comments and make informed decisions.

**Online Access for Board Members.** The Board Portal offers secure online access to meeting materials with annotation and note-taking ability, and allows remote meeting participation with electronic voting\*.

**Display Pages.** Display meeting progress details in chambers or on a shared screen for remote participants\*.

**Transparency.** The Citizen Portal provides an online repository for meeting documentation and recorded proceedings.

**Our CP Media live streaming and on-demand video solution offers:**

**Engagement.** Share a high-definition live video feed of your public meetings.

**Bookmarking.** Viewers can easily navigate to topics of interest while watching recordings.  
**Convenience.** Citizens can watch live or recorded meeting videos from any device.  
**Accessibility.** Add accurate closed captions to live and recorded videos.  
**Flexibility.** Use CP Media alongside your virtual meeting solution and continue to livestream to your public portal.

**CivicSend –**

**Syndicate all communications**

- ☐ Newsletters
- ☐ Event invitations
- ☐ Dynamic emails
- ☐ Social media posts

**What is the actual or estimated cost?**

| ESTIMATED COST:                   | Fiscal Year    |                |                |                |                |          |                |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------|----------------|
|                                   | 2021 - 22      | 2022 - 23      | 2023 - 24      | 2024 - 25      | 2025 - 26      | Beyond   | TOTAL          |
| Land Acquisition                  | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Service/Program                   | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Construction and Related Services | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Equipment/Furniture Acquisition   | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Other                             | 142,022        | 108,486        | 108,486        | 108,486        | 108,486        | 0        | 575,966        |
| <b>TOTAL :</b>                    | <b>142,022</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>0</b> | <b>575,966</b> |
| ANNUAL BUDGET IMPACT:             | Fiscal Year    |                |                |                |                |          |                |
|                                   | 2021 - 22      | 2022 - 23      | 2023 - 24      | 2024 - 25      | 2025 - 26      | Beyond   | TOTAL          |
| Capital Costs                     | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Service/Debt Service              | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Maint. & Op.                      | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Personnel                         | 0              | 0              | 0              | 0              | 0              | 0        | 0              |
| Other                             | 142,022        | 108,486        | 108,486        | 108,486        | 108,486        | 0        | 575,966        |
| <b>TOTAL</b>                      | <b>142,022</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>108,486</b> | <b>0</b> | <b>575,966</b> |

There are budgetary impact considerations. We will have ongoing expense past what we can target through the ARPA funding timeframe. We need digital infrastructure to navigate new demand for delivery of services. In my opinion it is not a choice but will end being a requirement.

**Is this reimbursement of a prior expense?**

No

**If a prior expense, on what date(s) did it occur? (Enter “N/A” if not applicable)**

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

### What is the pandemic-related harm to be addressed?

Local Governments are moving to more of a virtual civic approach of communicating with their citizens. COVID-19 accelerated this process ratifies communities' weaknesses in their virtual communication abilities.

Recognized Pandemic Related Harms Include –

- Exposing employees to close contact with citizens and fellow employees.
  - o Meetings
  - o Providing Services
- Difficulties in providing pandemic related information to the public.
  - o We primarily relied on one channel of information. (website)
  - o Accountability and transparency
- Difficulties in providing services
  - o Closed offices
- Lack of developed digital resources

### How will the proposed use address the targeted pandemic-related harm?

By introducing CivicEngage, the municipality has created an opportunity to strengthen its citizen relationships, retention, and revenue.

Meetings / Transparency

- CivicClerk and CivicMedia provide the technology to have all our meetings live streamed and stored for access by the public. We create a safe environment for all. We create transparency through convenient access on constituent's time. We create engagement by having more people view and respond to information from meetings.

Providing Information

- We have already started this process by bringing on CivicEngage. Our new website has many features that will make it easier for us to provide needed information. CivicSend will allow us to put needed information in one format and this information will be syndicated to a variety of channels including social media platforms we are starting to engage better. CivicReady will allow us to send mass messages quickly and efficiently to the community. It will allow us to create stable mass employee communications. It is crisis management communication tool.

Services

- CivicOptimize allow us to create forms and provide efficient workflows for staff to bring the majority of services online. Fill out forms that go directly to the employee handling the service. Upload documents that need to be provided with those forms. Make payments to complete the process. CivicRec will allow us to take all reservations and all registrations online and with payments. We will also provide CivicRec to our partners that provide programming at our facilities.

Adaptive

- All these digital opportunities are ADA compliant. We have responsive AI chat boxes. We have translation in several languages. We are creating opportunities for people to use our services on their time, in their language and adaptive to their needs.

Accountability

- Put it all together and we are providing services that meet current expectation for delivery. We create safe environments. We bring meetings out in the open. We allow access to information. We become more responsive to our citizens.

### How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter "N/A" if not applicable)

N/A

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter “N/A” if not applicable)**

N/A

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

We have looked at several of the current digital transformation opportunities for local government. CivicPlus is recognized as the leader. Their products are specific to local government. They do not work outside of local government.

### Eligibility Evaluation

#### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury’s *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

#### **Interim Final Rule Citations**

**Page 26790 –**

*COVID–19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID–19. Mitigation and prevention efforts for COVID–19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (*e.g.*, monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (*e.g.*, nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID–19 mitigation tactics. These COVID–19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

#### **Frequently Asked Questions Citations**

##### **2.1 What types of COVID-19 response, mitigation, and prevention activities are eligible?**

Purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (*e.g.*, nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

## Other Eligibility Documentation

From the Government Finance Officers Association American Rescue Plan Act Guiding Principles: “Temporary Nature of ARPA Funds. ARPA funds are non-recurring so their use should be applied primarily to non-recurring expenditures. Care should be taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment.”

Source: <https://www.gfoa.org/american-rescue-plan-spending-guiding-principles>

## Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization’s Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                              |                                                              |                                                                                                        |
|-----------------------------------------------|-------------------------------|--------------------------------------------------------------|--------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                              |                                                              |                                                                                                        |
|                                               |                               | Less than 33%                                                | 34% to 66%                                                   | More than 67%                                                                                          |
|                                               | Clearly                       | ▪ None                                                       | ▪ None                                                       | ▪ None                                                                                                 |
|                                               | Somewhat                      | ▪ Strengthen Project Description                             | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                           |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Seek confirmation from U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

## Next Steps

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.

2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

**Evaluation Subject to Change**

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

**Questions and Additional Assistance**

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or [jack.ryan-feldman@bakertilly.com](mailto:jack.ryan-feldman@bakertilly.com).

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE:12/14/2021  
DATE:12/14/2021

APPENDICES: Documentation submitted by applicant.

| <b>ARPA FUNDS PROGRAM - REQUEST FORM</b><br><b>Fiscal Year 2022 - 2026</b>                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                               |           |           |           |           |        |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------|-----------|--------|---------|
| SERVICE/PROJECT TITLE: <u>Civic Experience Covid 19</u>                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| SERVICE/PROJECT NUMBER: <u>5001</u>                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| SERVICE/PROJECT PRIORITY: <u>Response to COVID-19</u>                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| PROJECT TYPE: <u>New</u><br>(e.g., replacement, expansion, new, repair, modification)                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| DEPARTMENT/AGENCY: <u>Information Technology</u>                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)</b><br>Creating a Better Civic Experience                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>JUSTIFICATION/BENEFIT:</b><br><b>Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.</b>                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| Attached                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:</b>                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| X                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |           |           |           |           |        |         |
| X                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |           |           |           |           |        |         |
| X                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | To make necessary investments in water, sewer, or broadband infrastructure.                                                                                                                                                   |           |           |           |           |        |         |
| 1. Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <a href="https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf">https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf</a> , pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above). |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>ESTIMATED COST:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                               |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Fiscal Year                                                                                                                                                                                                                   |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL   |
| Land Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Service/Program                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Construction and Related Services                                                                                                                                                                                                                                                                                                                                                                                                                                          | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Equipment/Furniture Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 142,022                                                                                                                                                                                                                       | 108,486   | 108,486   | 108,486   | 108,486   | 0      | 575,966 |
| <b>TOTAL:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 142,022                                                                                                                                                                                                                       | 108,486   | 108,486   | 108,486   | 108,486   | 0      | 575,966 |
| <b>ANNUAL BUDGET IMPACT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                               |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Fiscal Year                                                                                                                                                                                                                   |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL   |
| Capital Costs                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Service/Debt Service                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Maint. & Op.                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Personnel                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 142,022                                                                                                                                                                                                                       | 108,486   | 108,486   | 108,486   | 108,486   | 0      | 575,966 |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 142,022                                                                                                                                                                                                                       | 108,486   | 108,486   | 108,486   | 108,486   | 0      | 575,966 |

Civic Experience – Covid-19

Engaging tools for a better civic experience will respond to the public health emergency by providing opportunities that allow current municipal services without having face-to-face contact.

We must adapt to the new realities of a remote public workforce and socially distanced citizens by implementing new workflows heavily reliant on technology we do not have in place today.

Our city government has been criticized significantly for not communicating efficiently with citizens. This criticism has been voiced in many ways. It has been shared at city council meetings by community members. I believe all our city department heads and administration have heard these concerns at times. This was one of the most significant concerns in the GRO community survey.

I don't believe the generic term of not communicating is sufficient to describe what the community represents. In my work with GRO, my work with our parks planning process, and my 25 years of experience with the City of Carthage, I would define what we hear from the community as a poor civic experience for citizens of Carthage.

This poor civic experience was extensively recognized during the height of the pandemic. We struggled to get information out where people could see it. We struggled to create simple processes for people to engage in everyday opportunities or business with the city.

In my opinion, we are well behind the curve using technology to provide a better civic experience. Covid-19 brought this front and center for us. It is time for us to deliver technology tools that allow more effective back and forth communication with citizens. It is time to open up city business 24 hours, 7 days a week. It is time for us to allow access on their time, not our time. We need to lead the community in this role and be late to the party. We are living in a world of technology, and our citizens embrace that. But unfortunately, we have not adopted it for the benefit of civic experience.

These tools benefit us as much as citizens. The more interaction that can be automated and handled more efficiently online, the more production hours available for staff to better manage their roles.

We need to become a "Smart" city. We need to embrace a technology-based society. I think first, we need to have a shared understanding of what civic experiences are. I didn't write the following information, but it is the best definition of civic experience I have read.

What are Civic Experiences?

Civic experiences are interactions between local governments and their citizens. These interactions are many and varied. Citizens get permits, attend municipal meetings, participate in recreational programs, book facilities, make payments, and much more. Government staff members process various requests, administer programs, provide public safety, and handle many other tasks that keep the municipality running smoothly.

These interactions encapsulate the moments when citizens experience their local government, even if they don't think of such touchpoints as government interactions. Each experience can be positive or negative, and everyone makes a lasting impact.

Governments that optimize civic experiences:

Gain appreciation for getting things done

Drive more revenue

Operate more efficiently with happier staff members

How Local Governments Can Create Positive Civic Experiences

At a time when budgets and resources are limited, local government employees are often overworked and unseen. They are on the front lines every day, handling more citizen interactions than State or Federal agencies, yet their citizens are less aware of the impact they have on their day-to-day lives.

Local governments directly impact citizens' lives because they deliver a wide variety of services addressing many essential aspects of daily life, such as safety, recreation, home improvements, and civic participation.

Despite supporting more frequent and varied citizen interactions, local governments have smaller budgets and fewer resources. They often struggle with cutbacks, aging technology infrastructures, and siloed departments that can complicate service delivery.

At the same time, citizen expectations for quick and easy interactions have grown dramatically, influenced by ubiquitous connectivity, experiences in the commercial sector, and increased migration to online services accelerated by the Covid pandemic.

How can local leaders juggle the competing challenges of budget pressures, citizen expectations, and entrenched systems to create the highest quality citizen service delivery? By optimizing civic experiences.

Civic experiences can happen online, via telephone, or in person. Regardless of the channel, the department, or the specific government service, every civic experience is defined by three basic characteristics:

A beginning

A duration

A result

While negative perceptions of local government are magnified if a citizen is confused about how to engage, or the process is complicated or slow, if the civic experience is easy, empowering, and effective, then the municipality has created an opportunity to strengthen its citizen relationships, retention, and revenue.

Summary

Through the COVID-19 pandemic we had to evaluate how we delivered services. We ended up shutting down offices and not providing normal services. Some services could still be provided but not as efficiently. It created many challenges that we need to recognize and strive to navigate better for the future. The realities of the pandemic demand that local government operate in new ways. If digital transformation was once a distant goal, it is now front and center for us as we accommodate delivering citizen services. We must modernize to effectively meet the ever-changing demands of today and tomorrow. Technology can be our tool for better two-way dialogue. Building citizen confidence in City of Carthage service requires deliberate efforts to ensure the inclusion of more voices.

Recognized Pandemic Related Harms Include –

- Exposing employees to close contact with citizens and fellow employees.
  - o Meetings
  - o Providing Services
- Difficulties in providing pandemic related information to the public.
  - o We primarily relied on one channel of information. (website)
  - o Accountability and transparency
- Difficulties in providing services
  - o Closed offices
  - o Lack of developed digital resources

How do we address these harms?

Meetings / Transparency

- CivicClerk and CivicMedia provide the technology to have all our meetings live streamed and stored for access by the public. We create a safe environment for all. We create transparency through convenient access on constituent's time. We create engagement by having more people view and respond to information from meetings.

## Providing Information

- We have already started this process by bringing on CivicEngage. Our new website has many features that will make it easier for us to provide needed information. CivicSend will allow us to put needed information in one format and this information will be syndicated to a variety of channels including social media platforms we are starting to engage better. CivicReady will allow us to send mass messages quickly and efficiently to the community. It will allow us to create stable mass employee communications. It is crisis management communication tool.

## Services

- CivicOptimize allow us to create forms and provide efficient workflows for staff to bring the majority of services online. Fill out forms that go directly to the employee handling the service. Upload documents that need to be provided with those forms. Make payments to complete the process. CivicRec will allow us to take all reservations and all registrations online and with payments. We will also provide CivicRec to our partners that provide programming at our facilities.

## Adaptive

- All these digital opportunities are ADA compliant. We have responsive AI chat boxes. We have translation in several languages. We are creating opportunities for people to use our services on their time, in their language and adaptive to their needs.

## Accountability

- Put it all together and we are providing services that meet current expectation for delivery. We create safe environments. We bring meetings out in the open. We allow access to information. We become more responsive to our citizens.

The technology suggested will help us deliver services that do not force people to walk in our doors when they may not want to, and staff may not want them to. We will need to continually deliver services, but we need to do it without unnecessary interaction. The pandemic has brought these realities to us. We need to react efficiently.

Technology needs to be in place that allows our staff to work remotely and still deliver services. We can achieve that with many of these technology resources.

We have looked at several of the current digital transformation opportunities for local government. CivicPlus is recognized as the leader. Their products are specific to local government. They do not work outside of local government.

There are budgetary impact considerations. We will have ongoing expense past what we can target through the ARPA funding timeframe. We need digital infrastructure to navigate new demand for delivery of services. In my opinion it is not a choice but will end being a requirement.

The following are tools I am suggesting. All these tools are from CivicPlus. We have already committed to their website offering, CivicEngage. All these tool's work in conjunction with CivicEngage.

## SeeClickFix –

**Keep Your Virtual Doors Open:** Continue to accept requests online and in-app while government offices are closed. Address urgent issues now and deal with the rest when normal operations resume.

**Benefit from Distributed 311:** Allow staff to enter requests remotely, even if a different department will resolve the issue. Make everyone with staff login credentials a 311 call-taker and improve the citizen service experience.

**Create Crisis-Related Request Categories:** Create new request categories in SeeClickFix to help with COVID-19 compliance and for neighbors to request help from one another.

**Track Costs:** Closely manage your budget with work orders that track costs associated with staff time, materials, and equipment; useful for tracking expenses for COVID-19 response reimbursement.

**Have Operational Visibility:** Get credit for your work while collecting better data for more informed decisions.

**Tailor Workflows:** Configurable, flexible workflow and communication tools align with your processes, ensuring that requests don't slip through the cracks in your fast-changing environment.

**Link to Crisis-Related Information:** Link to key resources within your local government with configurable mobile app buttons.

**Leverage Accurate Information:** ESRI geocoding, photo attachments, text descriptions, and potential duplicate detection help staff resolve issues faster with more detailed information about their concern.

**Offer Staff Mobile Accessibility:** Keep your local government running while your staff is working remotely. Log in with staff credentials from any mobile device or computer and work from anywhere.

**Work Efficiently with an Easy-to-Use System:** Train reassigned staff in as a little as 15 minutes to manage SeeClickFix requests. Customers and citizens rate SeeClickFix highly with an average of 4.5+ stars on the iTunes® App Store, Google Play™ Marketplace, and Capterra.

#### **CivicReady –**

**Geo-Targeted Notifications via ESRI Mapping.** Provide instructions at the neighborhood level to reinforce restrictions in areas heavily impacted by COVID-19.

**Multilingual Messaging.** Text alerts and email messages automatically translated into the citizen's preferred language. (Feature release expected early summer)

**NOAA weather alerts.** Through an integration with NOAA weather radios, distribute urgent news, instructions, and mandates via the NOAA network.

**Critical Event Management.** Optimizes crisis response by enabling you to notify employees, engage your crisis teams and resources, and monitor communication all in one application.

**Unlimited Quick-Launch Notification Templates.** Expedite reminders regarding public park closures, shelter-in-place recommendations, and available testing services.

**Unified Emergency Management System.** Utilize this platform to seamlessly alert your citizens during a crisis and manage your team's response, safety, and secure communications.

**Integration with FEMA's IPAWS.** Reach residents and travelers who have not signed up for alerts via WEA and EAS.

#### **CivicRec -**

**Accessible and Intuitive Online Solutions.** Empower your team to work from anywhere with an Internet connection, with a consistent utilization experience across device types.

**Communication and Reporting Tools.** Leverage quantifiable insights to maintain efficient operations and profitable revenue.

**Online Registration and Facility Reservation Capabilities.** Intuitive functionality for citizens that supports administrative processes and business rules with waivers, prompts, and payment options.

**Manage Capacity Restrictions.** Set attendance capacity for activities to limit participants and enforce social distancing requirements. Make changes quickly and easily as guidelines change.

**Track Access and Participation.** If your community implements contact tracing, use CivicRec as part of your utilization management strategy for visibility into session schedules and facility usage.

**Provide Contactless Check-in and Payments.** Check participants in via membership or ticket scans, and facilitate secure, contactless payment.

**Support Virtual Events.** Manage registrations and payments for virtual activities and events using the same processes citizens are familiar with from in-person engagements.

**Accommodations for the New Normal.** Facilitate new COVID-19-related operations, such as registration restrictions and inter-session cleaning schedules.

**Citizen Engagement Via Civil Space.** Using our citizen engagement and collaboration solution, gauge public interest, sentiments, concerns, and excitement for your evolving catalog of recreational offerings.

#### **CivicOptimize –**

**With CivicOptimize Productivity to support your COVID-19 response, you can:**

**Enable Online Citizen Self-Service.** Remove barriers to business continuity by allowing citizens to request information, submit inquiries, obtain business tax receipts, access public records, and complete other essential services online from the safety of their home.

**Future-Proof Your Workflows.** Implement online functionality now that connects your existing software systems and addresses the long-term expectations of digitally minded citizens.

**Empower Staff to Work Remotely.** By building digital twins of manual workflows, your administrators will be able to perform their work, no matter how long or how often they need to work from home.

**Custom-Configure Apps in Days, not Months.** At a fraction of the cost of outsourced custom software development, you can enable digital workflows as defined by the team members who manage them—no programming skills needed.

**Included with our Productivity solution are ready-to-use apps to address common processes related to:**

**Licensing and permitting**

**Business registrations**

**FOIA requests**

**Purchasing and bids**

**Volunteer management**

**Inspections**

**Electronic signatures**

**Integrated payment forms**

**CivicClerk –**

**Our CivicClerk agenda and meeting management software offers:**

**Remote Access.** Our cloud-based software is accessible with any modern web browser.

**Collaboration.** Easily compile and post agendas online for transparency and access.

**Virtual Workflow Management.** Online approval capabilities enable remote staff members to review and approve agenda items.

**Live Meeting Management and Electronic Voting.** Control every aspect of your meeting anywhere, from any device.

**Public Commenting.** Allow citizens to submit public comments via email and use their input to prepare comments and make informed decisions.

**Online Access for Board Members.** The Board Portal offers secure online access to meeting materials with annotation and note-taking ability and allows remote meeting participation with electronic voting\*.

**Display Pages.** Display meeting progress details in chambers or on a shared screen for remote participants\*.

**Transparency.** The Citizen Portal provides an online repository for meeting documentation and recorded proceedings.

**Our CP Media live streaming and on-demand video solution offers:**

**Engagement.** Share a high-definition live video feed of your public meetings.

**Bookmarking.** Viewers can easily navigate to topics of interest while watching recordings.

**Convenience.** Citizens can watch live or recorded meeting videos from any device.

**Accessibility.** Add accurate closed captions to live and recorded videos.

**Flexibility.** Use CP Media alongside your virtual meeting solution and continue to livestream to your public portal.

**CivicSend –**

**Syndicate all communications**

- Newsletters
- Event invitations
- Dynamic emails
- Social media posts



|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### **What is the proposed use of Fiscal Recovery Funds?**

Service/Project Title: Auto CPR Systems  
Service/ Project Number:  
Service/Project Priority: Response to COVID-19  
Project Type: New (e.g., replacement, expansion, new, repair, modification)  
Department/Agency: Fire Department

#### Project Description

Purchase two Auto CPR Systems

#### Justification/Benefit

With the spread of COVID-19 the Fire Department has been faced with the reality that victims of this virus can be very sick. On many occasions we have been placed in situations that put us in very close contact with critically ill patients. Sometimes these patients only chance for survival may be effective CPR. This procedure can place Firefighters in a very dangerous situation because there is no way to perform CPR without having close contact. When COVID is at its worst within the community there is good chance that EMS units are overburdened, and it may be an extended time before they will arrive to take over the patients. The Auto CPR units would provide us with the option to place the unit on a patient and initiate automatic compressions. This would give us better protection from direct contact for an extended period and provides finely regulated CPR for a possible better outcome. Two of these units would allow us to have a unit at both stations. Maintenance and operation expenses for batteries and compression bands is included.

#### **What is the actual or estimated cost?**

Funding Request: \$35,000 The future cost for batteries and compression bands were intended to be funded through the ARPA funds. Those funds could be approved and placed in a specific line item at budget time so that they would be closely tracked. Batteries are an expensive and regular part of the cost of operation of this specialized equipment. The bands are specific to the patient they are used on and would be somewhat variable in replacement due to unknown patient counts.

| ESTIMATED COST:          | Fiscal        |              |              |              |              |              |               |
|--------------------------|---------------|--------------|--------------|--------------|--------------|--------------|---------------|
|                          | 2021 - 22     | 2022 - 23    | 2023 - 24    | 2024 - 25    | 2025 - 26    | Beyond       | TOTAL         |
| Land Acquisition         | 0             | 0            | 0            | 0            | 0            | 0            | 0             |
| Service/Program          | 0             | 0            | 0            | 0            | 0            | 0            | 0             |
| Construction and Related | 0             | 0            | 0            | 0            | 0            | 0            | 0             |
| Equipment/Furniture      | 35,000        | 0            | 0            | 0            | 0            | 0            | 35,000        |
| Other                    | 0             | 0            | 0            | 0            | 0            | 0            | 0             |
| <b>TOTAL:</b>            | <b>35,000</b> | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>35,000</b> |
| ANNUAL BUDGET IMPACT:    | Fiscal        |              |              |              |              |              |               |
|                          | 2021 - 22     | 2022 - 23    | 2023 - 24    | 2024 - 25    | 2025 - 26    | Beyond       | TOTAL         |
| Capital Costs            | 35,000        | 0            | 0            | 0            | 0            | 0            | 35,000        |
| Service/Debt Service     | 0             | 0            | 0            | 0            | 0            | 0            | 0             |
| Maint. & Op.             | 0             | 4,500        | 9,500        | 4,500        | 9,500        | 4,500        | 32,500        |
| Personnel                | 0             | 0            | 0            | 0            | 0            | 0            | 0             |
| Other                    | 0             | 0            | 0            | 0            | 0            | 0            | 0             |
| <b>TOTAL</b>             | <b>35,000</b> | <b>4,500</b> | <b>9,500</b> | <b>4,500</b> | <b>9,500</b> | <b>4,500</b> | <b>67,500</b> |

**Is this reimbursement of a prior expense?**

No

**If a prior expense, on what date(s) did it occur? (Enter “N/A” if not applicable)**

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

The COVID-19 pandemic has had a devastating impact on firefighters trying to induce CPR, putting them at high risk of infection when in direct contact with critically ill patients who have COVID-19.

**How will the proposed use address the targeted pandemic-related harm?**

The Auto CPR units would provide us with the option to place the unit on a patient and initiate automatic compressions. This would give us better protection from direct contact for an extended period and provides finely regulated CPR for a possible better outcome.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter “N/A” if not applicable)**

N/A

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter “N/A” if not applicable)**

N/A

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

As there are not a lot of opportunities to avoid contact when a patient needs CPR, we had not considered any other approach. Working on a scene with an individual in cardiac arrest because of the ravages of COVID became a much too often occurrence in this pandemic. There can be times that we don't know when we may get an ALS unit on scene to take over on these patients. Our firefighters can be faced with the decision to continue ineffective CPR since they are concerned with contamination. An extended wait for the Med Unit may mean that the responders are simply too worn out to continue. During the pandemic there has been an increased load on the emergency medical system and short supply of Med Units has been a problem. This equipment would allow them to attach it quickly and safely to the victim and initiate controlled and continuous CPR. The firefighters could be afforded much less up-close contact but still have peace of mind that they are providing support.

## Eligibility Evaluation

### Eligible Use Categories and Sub-Categories

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury's *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| 1: Public Health |                               |
|------------------|-------------------------------|
| 1.5              | Personal Protective Equipment |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

### Interim Final Rule Citations

#### 26790 -

*COVID-19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID-19. Mitigation and prevention efforts for COVID-19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

### Frequently Asked Questions Citations

#### 2.1 What types of COVID-19 response, mitigation, and prevention activities are eligible?

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### Other Eligibility Documentation

N/A

### Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and

Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization's Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

#### Next Steps

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

#### Evaluation Subject to Change

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

#### Questions and Additional Assistance

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or [jack.ryan-feldman@bakertilly.com](mailto:jack.ryan-feldman@bakertilly.com).

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE:12/10/2021  
DATE:12/10/2021

APPENDICES: Documentation submitted by applicant.

| <b>ARPA FUNDS PROGRAM - REQUEST FORM</b><br><b>Fiscal Year 2022 - 2026</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                               |           |           |             |           |        |        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-------------|-----------|--------|--------|
| SERVICE/PROJECT TITLE: Auto CPR Systems                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| SERVICE/PROJECT NUMBER:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| SERVICE/PROJECT PRIORITY: Response to COVID-19                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| PROJECT TYPE: New<br>(e.g., replacement, expansion, new, repair, modification)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| DEPARTMENT/AGENCY: Fire Department                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| <b>SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)</b><br>Purchase two Auto CPR systems.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| <b>JUSTIFICATION/BENEFIT:</b><br>Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.<br>With the spread of COVID-19 the Fire Department has been faced with the reality that victims of this virus can be very sick. On many occasions we have been placed in situations that put us in very close contact with critically ill patients. Sometimes these patients only chance for survival may be effective CPR. This procedure can place Firefighters in a very dangerous situation because there is no way to perform CPR without having close contact. When COVID is at its worst within the community there is good chance that EMS units are over burdened and it may be an extended time before they will arrive to take over the patients. The Auto CPR units would provide us with the option to place the unit on a patient and initiate automatic compressions. This would give us better protection from direct contact for an extended period and also provides finely regulated CPR for a possible better outcome. Two of these units would allow us to have a unit at both stations. Maintenance and operation expenses for batteries and compression bands is included. |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |           |           |             |           |        |        |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |           |           |             |           |        |        |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |           |           |             |           |        |        |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |           |           |             |           |        |        |
| <sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <a href="https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf">https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf</a> , pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                               |           |           |             |           |        |        |
| <b>ESTIMATED COST:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                               |           |           | Fiscal Year |           |        |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23 | 2023 - 24 | 2024 - 25   | 2025 - 26 | Beyond | TOTAL  |
| Land Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 0                                                                                                                                                                                                                             | 0         | 0         | 0           | 0         | 0      | 0      |
| Service/Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 0                                                                                                                                                                                                                             | 0         | 0         | 0           | 0         | 0      | 0      |
| Construction and Related Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 0                                                                                                                                                                                                                             | 0         | 0         | 0           | 0         | 0      | 0      |
| Equipment/Furniture Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 35,000                                                                                                                                                                                                                        | 0         | 0         | 0           | 0         | 0      | 35,000 |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 0                                                                                                                                                                                                                             | 0         | 0         | 0           | 0         | 0      | 0      |
| <b>TOTAL:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 35,000                                                                                                                                                                                                                        | 0         | 0         | 0           | 0         | 0      | 35,000 |
| <b>ANNUAL BUDGET IMPACT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                               |           |           | Fiscal Year |           |        |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23 | 2023 - 24 | 2024 - 25   | 2025 - 26 | Beyond | TOTAL  |
| Capital Costs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 35,000                                                                                                                                                                                                                        | 0         | 0         | 0           | 0         | 0      | 35,000 |
| Service/Debt Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 0                                                                                                                                                                                                                             | 0         | 0         | 0           | 0         | 0      | 0      |
| Maint. & Op.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 0                                                                                                                                                                                                                             | 4,500     | 9,500     | 4,500       | 9,500     | 4,500  | 32,500 |
| Personnel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 0                                                                                                                                                                                                                             | 0         | 0         | 0           | 0         | 0      | 0      |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 0                                                                                                                                                                                                                             | 0         | 0         | 0           | 0         | 0      | 0      |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 35,000                                                                                                                                                                                                                        | 4,500     | 9,500     | 4,500       | 9,500     | 4,500  | 67,500 |

|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### **What is the proposed use of Fiscal Recovery Funds?**

SERVICE/PROJECT TITLE: Command Response Vehicle

SERVICE/PROJECT NUMBER:

SERVICE/PROJECT PRIORITY: Response to COVID-19

PROJECT TYPE: New

(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Fire Department

#### **SERVICE/PROJECT DESCRIPTION:**

Purchase another Command Vehicle to help with COVID-19 responses.

#### **JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

During the pandemic it has become more and more important to have available Chief Officers responding to help ensure that all possible precautions are taken. Chief Officers can go on scenes and provide guidance and assistance to help reduce the exposures from patients. Many times, the Officers have been able to provide decontamination of the affected crew members before they enter the apparatus and cause contamination to it. Maintenance and operations are included for normal expenses. This would be for an SUV or pick-up set up for command and used by one officer to control cross contaminations.

Early in the pandemic it became very evident that it would be a struggle to keep our personnel safe while answering medical calls. For a while we had to reduce our response to those calls in fear that we might create a COVID-19 outbreak within the department. Such an event would be devastating and could reduce manpower to a point that we could not safely respond to fires. On numerous occasion we had to send firefighters home due to fear that they had been infected. As time has gone by, we have learned much more about this virus and how to better cope with it. One way is to ensure that we adhere to all safety protocols when dispatched to COVID-19 calls. We implemented a new procedure that would require a Chief Officer to respond on these calls to act as command and closely monitor that all steps are taken to reduce contamination. He can hopefully act as Safety Officer and spot problems and act to make sure undue infection occur. If he believes decontamination procedures are needed to help reduce possible spread back to the engines or Stations, he can take action to put the process in place. Generally, the Training Chief is the best suited to take on this task. He does not normally have a response vehicle and we don't have one in the budget for him. He has been using an ill-equipped utility pickup that is used for hauling and pulling. We feel this has been a good step in helping us to maintain our force and keep them safe as possible.

#### **What is the actual or estimated cost?**

Funding Request: \$45,000

Generally these maintenance cost could be handled within the regular vehicle maintenance line. The figures are added to show the further financial impact that would occur and are considered customary expenses.

is eligible under the Federal guidelines for ARPA in the space above).

| ESTIMATED COST:          | Fiscal        |            |            |            |            |            |               |
|--------------------------|---------------|------------|------------|------------|------------|------------|---------------|
|                          | 2021 - 22     | 2022 - 23  | 2023 - 24  | 2024 - 25  | 2025 - 26  | Beyond     | TOTAL         |
| Land Acquisition         | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| Service/Program          | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| Construction and Related | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| Equipment/Furniture      | 45,000        | 0          | 0          | 0          | 0          | 0          | 45,000        |
| Other                    | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| <b>TOTAL:</b>            | <b>45,000</b> | <b>0</b>   | <b>0</b>   | <b>0</b>   | <b>0</b>   | <b>0</b>   | <b>45,000</b> |
| ANNUAL BUDGET IMPACT:    | Fiscal        |            |            |            |            |            |               |
|                          | 2021 - 22     | 2022 - 23  | 2023 - 24  | 2024 - 25  | 2025 - 26  | Beyond     | TOTAL         |
| Capital Costs            | 45,000        | 0          | 0          | 0          | 0          | 0          | 45,000        |
| Service/Debt Service     | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| Maint. & Op.             | 0             | 500        | 500        | 500        | 500        | 500        | 2,500         |
| Personnel                | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| Other                    | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| <b>TOTAL</b>             | <b>45,000</b> | <b>500</b> | <b>500</b> | <b>500</b> | <b>500</b> | <b>500</b> | <b>47,500</b> |

**Is this reimbursement of a prior expense?**

No

**If a prior expense, on what date(s) did it occur? (Enter "N/A" if not applicable)**

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

The pandemic has created the need for additional Chief Officer services at the equipment to transport them. Reducing the risk of contamination and potential infection due to improper actions or misfortune on the scenes while caring for COVID-19 positive patients is our goal. A Chief Officer on scene acting as Safety Officer can monitor and make adjustments to remedy any potential problems.

**How will the proposed use address the targeted pandemic-related harm?**

Purchase of a new command vehicles will allow for a greater mobility of Chief Officers to assess and assist in situations of potential on-site contagion exposure.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter "N/A" if not applicable)**

N/A

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter “N/A” if not applicable)**

N/A

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

For a time, we simply didn't respond into scenes and waited to see if an EMS unit was going to make it in a reasonable time. They were instructed to let us know if they needed our assistance. The problem is we can't justify leaving people without any care for any extended time. It is in our nature to react and help people if we can. Firefighters sometimes move in quickly and the chance of missing potential for exposure is a problem. This is an invisible hazard to us, and we can get complaisant. An extra set of trained eyes watching at a safe distance can be invaluable to help determine what better steps can be taken. We feel that this Officer should have a well-equipped safe vehicle with all necessary equipment to accomplish his task.

### Eligibility Evaluation

#### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury's *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

#### **Interim Final Rule Citations**

##### **26789 -**

Other response and adaptation costs include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

##### **26790 -**

*COVID-19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID-19. Mitigation and prevention efforts for COVID-19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

## Frequently Asked Questions Citations

### 2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

#### Other Eligibility Documentation

From the Government Finance Officers Association American Rescue Plan Act Guiding Principles; “Temporary Nature of ARPA Funds. ARPA funds are non-recurring so their use should be applied primarily to non-recurring expenditures. Care should be taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment.”

Source: <https://www.gfoa.org/american-rescue-plan-spending-guiding-principles>

#### Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization’s Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

#### Next Steps

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

#### Evaluation Subject to Change

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

#### Questions and Additional Assistance

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or [jack.ryan-feldman@bakertilly.com](mailto:jack.ryan-feldman@bakertilly.com).

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE: 12/14/2021  
DATE: 12/14/2021

APPENDICES: Documentation submitted by applicant.

## ARPA FUNDS PROGRAM - REQUEST FORM

Fiscal Year 2022 - 2026

SERVICE/PROJECT TITLE: Command Response Vehicle

SERVICE/PROJECT NUMBER:

SERVICE/PROJECT PRIORITY: Response to COVID-19

PROJECT TYPE: New

(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Fire Department

SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)

Purchase another Command Vehicle to help with COVID responses.

### JUSTIFICATION/BENEFIT:

Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.

During the pandemic it has become more and more important to have available Chief Officers responding to help insure that all possible precautions are taken. Chief Officers can go on scenes and provide guidance and assistance to help reduce the exposures from patients. Many times the Officers have been able to provide decontamination of the affected crew members before they enter the apparatus and cause contamination to it. Maintenance and operations is included for normal expenses. This would be for an SUV or pick-up set up for command and used by one officer to control cross contaminations. .

Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:

- ☒ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☒ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☐ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>

1. Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

### ESTIMATED COST:

|                                   | Fiscal Year   |           |           |           |           |          | TOTAL         |
|-----------------------------------|---------------|-----------|-----------|-----------|-----------|----------|---------------|
|                                   | 2021 - 22     | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   |               |
| Land Acquisition                  | 0             | 0         | 0         | 0         | 0         | 0        | 0             |
| Service/Program                   | 0             | 0         | 0         | 0         | 0         | 0        | 0             |
| Construction and Related Services | 0             | 0         | 0         | 0         | 0         | 0        | 0             |
| Equipment/Furniture Acquisition   | 45,000        | 0         | 0         | 0         | 0         | 0        | 45,000        |
| Other                             | 0             | 0         | 0         | 0         | 0         | 0        | 0             |
| <b>TOTAL:</b>                     | <b>45,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>45,000</b> |

### ANNUAL BUDGET IMPACT:

|                      | Fiscal Year   |            |            |            |            |            | TOTAL         |
|----------------------|---------------|------------|------------|------------|------------|------------|---------------|
|                      | 2021 - 22     | 2022 - 23  | 2023 - 24  | 2024 - 25  | 2025 - 26  | Beyond     |               |
| Capital Costs        | 45,000        | 0          | 0          | 0          | 0          | 0          | 45,000        |
| Service/Debt Service | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| Maint. & Op.         | 0             | 500        | 500        | 500        | 500        | 500        | 2,500         |
| Personnel            | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| Other                | 0             | 0          | 0          | 0          | 0          | 0          | 0             |
| <b>TOTAL</b>         | <b>45,000</b> | <b>500</b> | <b>500</b> | <b>500</b> | <b>500</b> | <b>500</b> | <b>47,500</b> |

|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### What is the proposed use of Fiscal Recovery Funds?

SERVICE/PROJECT TITLE: PPE Emergency Stock  
 SERVICE/PROJECT NUMBER:  
 SERVICE/PROJECT PRIORITY: Response to COVID-19  
 PROJECT TYPE: Expansion (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Fire Department  
 SERVICE/PROJECT DESCRIPTION:  
 Purchase of bulk PPE for the Fire Department and others as needed to respond to any future COVID outbreak.

#### JUSTIFICATION/BENEFIT:

Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.

Many essential City workers, especially law enforcement and firefighters, have no choice but to be in close contact with citizens. Personal protective Equipment (PPE) is vital to protect the health of these emergency workers and the citizens they come in contact with. PPE were sometimes in short supply during the pandemic. Purchase of PPE is allowable per the interim Rule. We would purchase a larger quantity of equipment and maintain it in a safe storage location. Depending on the future of the pandemic we would plan on possible future purchases to keep an adequate supply.

#### What is the actual or estimated cost?

Estimated Cost: \$30,000

| ESTIMATED COST:                   | Fiscal Year   |           |               |           |           |          |               |
|-----------------------------------|---------------|-----------|---------------|-----------|-----------|----------|---------------|
|                                   | 2021 - 22     | 2022 - 23 | 2023 - 24     | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL         |
| Land Acquisition                  | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Service/Program                   | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Construction and Related Services | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Equipment/Furniture Acquisition   | 30,000        | 0         | 30,000        | 0         | 0         | 0        | 60,000        |
| Other                             | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| <b>TOTAL:</b>                     | <b>30,000</b> | <b>0</b>  | <b>30,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>60,000</b> |
| ANNUAL BUDGET IMPACT:             | Fiscal Year   |           |               |           |           |          |               |
|                                   | 2021 - 22     | 2022 - 23 | 2023 - 24     | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL         |
| Capital Costs                     | 30,000        | 0         | 30,000        | 0         | 0         | 0        | 60,000        |
| Service/Debt Service              | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Maint. & Op.                      | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Personnel                         | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Other                             | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| <b>TOTAL</b>                      | <b>30,000</b> | <b>0</b>  | <b>30,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>60,000</b> |

#### Is this reimbursement of a prior expense?

No

#### If a prior expense, on what date(s) did it occur? (Enter "N/A" if not applicable)

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

Essential City workers, including and especially law enforcement and firefighters, must interact with the public in close contact and require personal protective equipment to prevent exposure to COVID-19.

**How will the proposed use address the targeted pandemic-related harm?**

We would purchase a large quantity of equipment and maintain it in a safe storage location.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter "N/A" if not applicable)**

N/A

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter "N/A" if not applicable)**

N/A

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

N/A

### Eligibility Evaluation

#### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury's *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                               |
|-------------------------|-------------------------------|
| 1.5                     | Personal Protective Equipment |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

## Interim Final Rule Citations

### 26790 -

*COVID-19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID-19. Mitigation and prevention efforts for COVID-19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

## Frequently Asked Questions Citations

### 2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### Other Eligibility Documentation

N/A

### Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization's Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

#### Next Steps

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

#### Evaluation Subject to Change

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

#### Questions and Additional Assistance

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or [jack.ryan-feldman@bakertilly.com](mailto:jack.ryan-feldman@bakertilly.com).

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA

DATE: 12/14/2021

APPENDICES: Documentation submitted by applicant.

## ARPA FUNDS PROGRAM - REQUEST FORM

Fiscal Year 2022 - 2026

SERVICE/PROJECT TITLE: PPE Emergency Stock  
 SERVICE/PROJECT NUMBER: \_\_\_\_\_  
 SERVICE/PROJECT PRIORITY: Response to COVID-19  
 PROJECT TYPE: Expansion  
 (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Fire Department

**SERVICE/PROJECT DESCRIPTION:** (Attach no more than one additional sheet if necessary)

Purchase of bulk PPE for the Fire Department and others as needed to respond to any future COVID outbreak.

**JUSTIFICATION/BENEFIT:**

Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.

A large number of essential City workers, especially law enforcement and firefighters, have no choice but to be in close contact with citizens. Personal protective Equipment (PPE) is vital to protect the health of these emergency workers and the citizens they come in contact with. PPE supplies were sometimes in short supply during the pandemic. Purchase of PPE is allowable per the Interim Rule (p. 18). We would purchase a larger quantity of equipment and maintain it in a safe storage location. Depending on the future of the pandemic we would plan on possible future purchases to keep an adequate supply.

Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:

- ☒ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☒ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☐ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>

1. Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year   |           |               |           |           |          |               |
|-----------------------------------|---------------|-----------|---------------|-----------|-----------|----------|---------------|
|                                   | 2021 - 22     | 2022 - 23 | 2023 - 24     | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL         |
| Land Acquisition                  | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Service/Program                   | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Construction and Related Services | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Equipment/Furniture Acquisition   | 30,000        | 0         | 30,000        | 0         | 0         | 0        | 60,000        |
| Other                             | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| <b>TOTAL:</b>                     | <b>30,000</b> | <b>0</b>  | <b>30,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>60,000</b> |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year   |           |               |           |           |          |               |
|----------------------|---------------|-----------|---------------|-----------|-----------|----------|---------------|
|                      | 2021 - 22     | 2022 - 23 | 2023 - 24     | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL         |
| Capital Costs        | 30,000        | 0         | 30,000        | 0         | 0         | 0        | 60,000        |
| Service/Debt Service | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Maint. & Op.         | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Personnel            | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| Other                | 0             | 0         | 0             | 0         | 0         | 0        | 0             |
| <b>TOTAL</b>         | <b>30,000</b> | <b>0</b>  | <b>30,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>60,000</b> |

Entity: Carthage, Missouri

Date Last Modified: 12/15/2021

Entity Contact

Name: Tom Short, City Administrator  
Telephone Number: 417-237-7003  
E-mail Address: t.short@carthagemo.gov

Project Description

**What is the proposed use of Fiscal Recovery Funds?**

SERVICE/PROJECT TITLE: Self-Pay Kiosks

SERVICE/PROJECT NUMBER:

SERVICE/PROJECT PRIORITY: Response to COVID-19

PROJECT TYPE: New  
(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Municipal Court

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Install kiosks to allow self-payment of court fines

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

When City offices were shut down due to COVID-19, many defendants were unable to make fine payments. A large number of defendants have low incomes with no access to computers or internet. By installing kiosks at three convenient locations - City Hall, Memorial Hall, and Police Department - defendants would have easy access to make fine payments. This will also increase office efficiency. Eventually, we would like to collaborate with Carthage Water & Electric to accept utility payments at kiosks strategically placed within the community.

**What is the actual or estimated cost?**

The initial project cost is \$7,500. There is no ongoing budgetary commitment noted.

| ESTIMATED COST:          | Fiscal    |           |           |           |           |        |       |
|--------------------------|-----------|-----------|-----------|-----------|-----------|--------|-------|
|                          | 2021 - 22 | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL |
| Land Acquisition         | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| Service/Program          | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| Construction and Related | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| Equipment/Furniture      | 0         | 7,500     | 0         | 0         | 0         | 0      | 7,500 |
| Other                    | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| TOTAL:                   | 0         | 7,500     | 0         | 0         | 0         | 0      | 7,500 |
| ANNUAL BUDGET IMPACT:    | Fiscal    |           |           |           |           |        |       |
|                          | 2021 - 22 | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL |
| Capital Costs            | 0         | 7,500     | 0         | 0         | 0         | 0      | 7,500 |
| Service/Debt Service     | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| Maint. & Op.             | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| Personnel                | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| Other                    | 0         | 0         | 0         | 0         | 0         | 0      | 0     |
| TOTAL                    | 0         | 7,500     | 0         | 0         | 0         | 0      | 7,500 |

**Is this reimbursement of a prior expense?**

No

**If a prior expense, on what date(s) did it occur? (Enter “N/A” if not applicable)**

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

Defendants, fines payers, and bill payers do not have ready access to computers to make regular payment obligations. As such, they are unable to make payments when City offices are closed due to pandemic conditions. Or City offices must remain open exposing customers and City employees to potential infection.

**How will the proposed use address the targeted pandemic-related harm?**

The infrastructure upgrades to existing facilities will offer safe and accessible digital access to fee, fine, and bill payers.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter “N/A” if not applicable)**

Impacts all population demographics, and especially those of a lower income level who do not have access to computers and broadband.

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter “N/A” if not applicable)**

Yes

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

This approach was selected to allow payments without contact for individuals that do not have the ability to make online payments.

### Eligibility Evaluation

#### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury’s *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |

|     |                                                                                                     |
|-----|-----------------------------------------------------------------------------------------------------|
| 1.8 | Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine) |
|-----|-----------------------------------------------------------------------------------------------------|

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

## Interim Final Rule Citations

### Page 26790 –

*COVID–19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID–19. Mitigation and prevention efforts for COVID–19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID–19 mitigation tactics. These COVID–19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

### Page 26805 – 26806–

Under the Interim Final Rule, eligible projects are expected to focus on locations that are unserved or underserved. The Interim Final Rule treats users as being unserved or underserved if they lack access to a wireline connection capable of reliably delivering at least minimum speeds

## Frequently Asked Questions Citations

### 2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### 2.19. Would expenses to address a COVID-related backlog in court cases be an eligible use of funds as a response to the public health emergency? [6/23]

The Interim Final Rule recognizes that “decrease [s to] a state or local government’s ability to effectively administer services,” such as cuts to public sector staffing levels, can constitute a negative economic impact of the pandemic. During the COVID-19 public health emergency, many courts were unable to operate safely during the pandemic and, as a result, now face significant backlogs. Court backlogs resulting from inability of courts to safely operate during the COVID-19 pandemic decreased the government’s ability to administer services. Therefore, steps to reduce these backlogs, such as implementing COVID-19 safety measures to facilitate court operations, hiring additional court staff or attorneys to increase speed of case resolution, and other expenses to expedite case resolution are eligible uses.

#### 4.2. May recipients use funds to invest in infrastructure other than water, sewer, and broadband projects (e.g., roads, public facilities)?

Under 602(c)(1)(C) or 603(c)(1)(C), recipients may use funds for maintenance of infrastructure or pay-go spending for building of new infrastructure as part of the general provision of government services, to the extent of the estimated reduction in revenue due to the public health emergency. Under 602(c)(1)(A) or 603(c)(1)(A), a general infrastructure project typically would not be considered a response to the public health emergency and its negative economic impacts unless the project responds to a specific pandemic-related public health need (e.g., investments in facilities for the delivery of vaccines) or a specific negative economic impact of the pandemic (e.g., affordable housing in a Qualified Census Tract).

#### Other Eligibility Documentation

Not applicable.

#### Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors.

1. The percentage of the organization's Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

#### **Next Steps**

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

#### **Evaluation Subject to Change**

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

#### **Questions and Additional Assistance**

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or [jack.ryan-feldman@bakertilly.com](mailto:jack.ryan-feldman@bakertilly.com).

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE: 12/14/2021  
DATE: 12/14/2021

APPENDICES: Documentation submitted by applicant.

## ARPA FUNDS PROGRAM - REQUEST FORM

Fiscal Year 2022 - 2026

|                           |                                                           |
|---------------------------|-----------------------------------------------------------|
| SERVICE/PROJECT TITLE:    | Self-Pay Kiosks                                           |
| SERVICE/PROJECT NUMBER:   |                                                           |
| SERVICE/PROJECT PRIORITY: | Response to COVID-19                                      |
| PROJECT TYPE:             | New                                                       |
|                           | (e.g., replacement, expansion, new, repair, modification) |
| DEPARTMENT/AGENCY:        | Municipal Court                                           |

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Install kiosks to allow self payment of

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

When City offices were shut down due to Covid, many defendants were unable to make fine payments. A large number of defendants are under-privileged with no access to computers or internet. By installing kiosks at three convenient locations, City Hall, Memorial Hall and Police Department, defendants would have easy access to make fine payments. This will also increase office efficiency. Eventually, we would like to collaborate with Carthage Water & Electric to accept payments at kiosks strategically placed within the community.

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

|          |                                                                                                                                                                                                                               |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>X</b> | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
|          | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
|          | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
|          | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |

1 Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

**ESTIMATED COST:**

|                                   | Fiscal Year |           |           |           |           |        |       |
|-----------------------------------|-------------|-----------|-----------|-----------|-----------|--------|-------|
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL |
| Land Acquisition                  | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Service/Program                   | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Construction and Related Services | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Equipment/Furniture Acquisition   | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |
| Other                             | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| <b>TOTAL:</b>                     | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |

**ANNUAL BUDGET IMPACT:**

|                      | Fiscal Year |           |           |           |           |        |       |
|----------------------|-------------|-----------|-----------|-----------|-----------|--------|-------|
|                      | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL |
| Capital Costs        | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |
| Service/Debt Service | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Maint. & Op.         | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Personnel            | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| Other                | 0           | 0         | 0         | 0         | 0         | 0      | 0     |
| <b>TOTAL</b>         | 0           | 7,500     | 0         | 0         | 0         | 0      | 7,500 |



|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### What is the proposed use of Fiscal Recovery Funds?

SERVICE/PROJECT TITLE: Financial Reporting and Budgeting Software

SERVICE/PROJECT NUMBER:

SERVICE/PROJECT PRIORITY: Response to COVID-19

PROJECT TYPE: Replacement  
(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Administration

#### **SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

Migrate to cloud based financial software including budgeting and reporting

#### **JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

Employees were unable to work from home during Covid due to restrictions created from current financial software. Moving to cloud based financial software will allow easier access to data anytime from anywhere. Allowing departments to access the system can increase efficiency and decrease errors when information is only entered once. Adding budgeting software to the core financials creates efficiency by allowing department heads to enter their information into the system and it also assists in forecasting revenues and expenses. Enhanced reporting software will increase transparency by generating reports that are easily understandable for both council and citizens.

#### What is the actual or estimated cost?

The initial project cost is \$250,000, which is the proposed draw on FRF funds. The ongoing yearly cost beginning in the first year is \$100,000, which will be paid from non FRF annual appropriations.

| ESTIMATED COST:          | Fiscal    |           |           |           |           |         |         |
|--------------------------|-----------|-----------|-----------|-----------|-----------|---------|---------|
|                          | 2021 - 22 | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond  | TOTAL   |
| Land Acquisition         | 0         | 0         | 0         | 0         | 0         | 0       | 0       |
| Service/Program          | 0         | 0         | 0         | 0         | 0         | 0       | 0       |
| Construction and Related | 0         | 0         | 0         | 0         | 0         | 0       | 0       |
| Equipment/Furniture      | 0         | 0         | 0         | 0         | 0         | 0       | 0       |
| Other                    | 0         | 250,000   | 0         | 0         | 0         | 0       | 250,000 |
| <b>TOTAL:</b>            | 0         | 250,000   | 0         | 0         | 0         | 0       | 250,000 |
| ANNUAL BUDGET IMPACT:    | Fiscal    |           |           |           |           |         |         |
|                          | 2021 - 22 | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond  | TOTAL   |
| Capital Costs            | 0         | 0         | 0         | 0         | 0         | 0       | 0       |
| Service/Debt Service     | 0         | 0         | 0         | 0         | 0         | 0       | 0       |
| Maint. & Op.             | 0         | 100,000   | 100,000   | 100,000   | 100,000   | 100,000 | 500,000 |
| Personnel                | 0         | 0         | 0         | 0         | 0         | 0       | 0       |
| Other                    | 0         | 250,000   | 0         | 0         | 0         | 0       | 250,000 |
| <b>TOTAL</b>             | 0         | 350,000   | 100,000   | 100,000   | 100,000   | 100,000 | 750,000 |

**Is this reimbursement of a prior expense?**

No

**If a prior expense, on what date(s) did it occur? (Enter “N/A” if not applicable)**

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

Employees have been unable to work from home during the COVID-19 pandemic due to restrictions created by the current financial software. As a result, they were at greater risk of infection. This project will allow city staff to have the flexibility of mobile work and access data while not in the office.

**How will the proposed use address the targeted pandemic-related harm?**

This project will eliminate the interruption that the current state of the pandemic has caused to municipal operations and prevent future failures resulting from future pandemic events while decreasing the probability of infection spread.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter “N/A” if not applicable)**

N/A

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter “N/A” if not applicable)**

N/A

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

Other approaches were not considered. The need to switch to cloud based software will allow services to continue to citizens during a pandemic by allowing staff to work remotely when offices are closed, or social distancing is required.

## Eligibility Evaluation

### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury's *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

### **Interim Final Rule Citations**

#### **Page 26790 –**

*COVID–19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID–19. Mitigation and prevention efforts for COVID–19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (*e.g.*, monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (*e.g.*, nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID–19 mitigation tactics. These COVID–19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

### **Frequently Asked Questions Citations**

#### **2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?**

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (*e.g.*, monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (*e.g.*, nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### **Other Eligibility Documentation**

N/A

## Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization's Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

**Potential Additional Eligibility Rationale**

| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

## Next Steps

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

## Evaluation Subject to Change

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

**Questions and Additional Assistance**

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or jack.ryan-feldman@bakertilly.com.

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE: 12/14/2021

DATE: 12/14/2021

APPENDICES: Documentation submitted by applicant.

## ARPA FUNDS PROGRAM - REQUEST FORM

Fiscal Year 2022 - 2026

SERVICE/PROJECT TITLE: Financial Reporting and Budgeting Software

SERVICE/PROJECT NUMBER:

SERVICE/PROJECT PRIORITY: Response to COVID-19

PROJECT TYPE: Replacement

(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Administration

### SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)

Migrate to cloud based financial software including budgeting and reporting

### JUSTIFICATION/BENEFIT:

Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.

Employees were unable to work from home during Covid due to restrictions created from current financial software. Moving to cloud based financial software will allow easier access to data anytime from anywhere. Allowing departments to access the system can increase efficiency and decrease errors when information is only entered once. Adding budgeting software to the core financials creates efficiency by allowing department heads to enter their information into the system and it also assists in forecasting revenues and expenses. Enhanced reporting software will increase transparency by generating reports that are easily understandable for both council and citizens.

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

|          |                                                                                                                                                                                                                               |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>X</b> | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
|          | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
|          | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
|          | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |

1 Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

### ESTIMATED COST:

|                                   | Fiscal Year |           |           |           |           |        | TOTAL   |
|-----------------------------------|-------------|-----------|-----------|-----------|-----------|--------|---------|
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond |         |
| Land Acquisition                  | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Service/Program                   | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Construction and Related Services | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Equipment/Furniture Acquisition   | 0           | 0         | 0         | 0         | 0         | 0      | 0       |
| Other                             | 0           | 250,000   | 0         | 0         | 0         | 0      | 250,000 |
| <b>TOTAL:</b>                     | 0           | 250,000   | 0         | 0         | 0         | 0      | 250,000 |

### ANNUAL BUDGET IMPACT:

|                      | Fiscal Year |           |           |           |           |         | TOTAL   |
|----------------------|-------------|-----------|-----------|-----------|-----------|---------|---------|
|                      | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond  |         |
| Capital Costs        | 0           | 0         | 0         | 0         | 0         | 0       | 0       |
| Service/Debt Service | 0           | 0         | 0         | 0         | 0         | 0       | 0       |
| Maint. & Op.         | 0           | 100,000   | 100,000   | 100,000   | 100,000   | 100,000 | 500,000 |
| Personnel            | 0           | 0         | 0         | 0         | 0         | 0       | 0       |
| Other                | 0           | 250,000   | 0         | 0         | 0         | 0       | 250,000 |
| <b>TOTAL</b>         | 0           | 350,000   | 100,000   | 100,000   | 100,000   | 100,000 | 750,000 |



|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### **What is the proposed use of Fiscal Recovery Funds?**

SERVICE/PROJECT TITLE: Emergency Operations Center

SERVICE/PROJECT NUMBER: 1

SERVICE/PROJECT PRIORITY: Elevated

PROJECT TYPE: Expansion  
(e.g., replacement, expansion, new, repair, modification)

DEPARTMENT/AGENCY: Administration

#### **SERVICE/PROJECT DESCRIPTION:**

The city is considering purchasing the property at 125 E. Fairview at the cost of \$475,000. An estimated remodel of the building would cost approximately \$750,000. The building would be remodeled to house all city department heads (all court employees including the city judge and attorney), training and meeting rooms, other individual offices, a full kitchen, and a full 24-hour access gym.

#### **JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

The City of Carthage is entertaining the idea of buying the current Salvation Army building for city use. This building is located at 125 E. Fairview. The property is a 14,733 sq foot building that currently houses a chapel, three bathrooms, an elevator, kitchen, more than 20 office spaces, a gym, ample storage throughout three floors. The asking price for this building is \$475,000, which has been negotiated down from the original asking price of \$550,000. The building is outdated, and it is estimated by city officials, an architect, and an engineer to remodel the building to meet the city's requirements would cost approximately \$750,000. The total project cost would be approximately \$1.23 million dollars.

This building would serve several purposes, one of which would be having an emergency operations center. An emergency operations center is a technology-based command and control facility responsible for carrying out the principles of emergency management, or disaster management functions. The city has always needed a large facility for city leaders to meet during times of emergency. A large, modern EOC would bring together the leaders of the city to coordinate resources, information, and crisis/emergency risk communication to respond to any emergency the city may encounter. This building has a room that could serve as an EOC almost "move-in" ready. It is believed that having this building accessible to the city leaders and employees would allow the city to continue to operate, using social distancing, if necessary, in the event of another shut down due to COVID-19, tornado, snowstorm, or another citywide crisis.

Having an EOC would be beneficial to the entire city population, including low-income, Native American and/or other people disproportionately impacted citizens. It would put city leaders, employees (emergency personnel), the court system, all in one central location of the city. The location would be in a disproportionately impacted area of the city, allowing those people to utilize the city services at one centralized location. It would allow department leaders to communicate more effectively, which would be beneficial to all citizens. It would improve training for every city employee, which also would be beneficial to serve the citizens of the city. The meeting spaces would be ideal for court proceedings, city council meetings, or any other meetings that the general public may attend.

The City Emergency Management director is required to prepare and submit plans for responding to natural disasters and other emergencies. These plans present coordination with public safety officials, elected officials, nonprofit organizations, and government agencies during emergencies as disasters. A working EOC is always a part of that plan. Right now, our EOC is inadequate. With a proper EOC, all the needed personnel could coordinate, even in the same building as needed.

The plan for the city is to consolidate city leadership into the same building. This would streamline communication, leading to more effective and efficient leadership for the city. The plan is for the EOC to house the Police Chief, Fire Chief, Public Works Director, Parks and Recreation Director, the City Clerk, Attorney, both City Administrators, all of the court employees, and others. Bringing the leadership of the city together would allow for almost instant communication for all the departments involved in any decision. It would allow for departments to work together more efficiently as the department heads would be able to speak to each other and delegate tasks or disseminate information without information having to go through multiple people to reach other departments. The city would consider having a study completed to analyze bringing the department heads together in one building.

This building would be reconfigured to eliminate communication silos within the city. For example, the City Attorney, Parks Director, Public Works Director, the City Engineer (contract employee), City Judge, Training Officers from Police and Fire, and a South Police Station, all will potentially move into this building, along with others. This building has very large conference rooms, so that meeting goers can socially distance. Meeting rooms, a very large training room, a full kitchen, and a gymnasium.

This building would allow the city to have a large, state-of-the-art training facility that it has a city-wide training center would allow all city training to be conducted in the same professional setting with the same resources available to everyone. Often, the only facility large enough for the number of trainees is the city council chambers, which should be reserved for other use. Any city department head will tell you that our training facilities are totally inadequate regarding space, especially if social distancing is necessary. This would resolve that problem and create another large meeting space for community use if the city wishes to do so. Police and Fire need large open spaces for various training programs that do not exist at this point and when the training is needed, space must be improvised. We often borrow spaces from local churches to find room for the training.

Many approaches were taken by the city to combat COVID-19. For example, both the Fire and Police Departments quarantined their respective departments with the Police Department moving approximately 1/3 of their operations to a make-shift meeting room that the Fire Department uses for training. Productivity was also slowed due to having to send employees home to work from home. Meals were brought in for employees so that they could minimize contact with grocery stores or restaurant establishments. Meetings were done via telephone instead of in person. The phone meetings were not ideal as there were frequent issues with technology. Being separated also caused communication delays. Once a phone meeting concluded, new information would be available, and it was a burden to be able to get everyone back on the phone or to be able to deliver the message at all. Wages were spent to keep employees home due to just being exposed to an individual with COVID-19. It is believed that having an EOC would combat most of those issues. There would be ample meeting rooms built into the building. The large amount of square footage in those rooms would allow employees to meet and still socially distance, if necessary. An EOC would help quarantine city leaders and others housed in the building if needed just by having their own office. It would not affect communication as everybody would still be in the same building. The building would also be equipped to allow for digital meetings/conferences if needed. The building already has a full kitchen. It would be upgraded to be able to provide/make meals for employees if needed. All of this would be possible and still allow employees to socially distance. The current EOC is not adequate and is not functional for what is needed.

COVID-19 seemed to have more severe negative effects on those who were obese or had comorbidities. It was difficult to stay in shape during the pandemic quarantine, as many gymnasiums were shut down. Additionally, it has been a goal of the City Health Committee to have a city-owned Gym for use 24 hours by city employees. The building would house a full gym, which would allow employees to still have access to maintain a healthy lifestyle without exposure to disease in the event of gyms closing due to another shutdown.

Another consideration that needs to be accounted for is maintenance costs. The current police department is similar in size to the proposed EOC building. The city currently spends approximately \$25,000 annually to maintain and clean the building. With a state of the art, newly remodeled building, the city would have to consider the funds to maintain the building. The costs associated with it should be minimal for a few years as the building will be newly updated. The police department has not had major renovations done since the construction of the building in the mid 1990's.

The annual Marian Days celebration is another factor to consider when purchasing this building. Each year the police department, fire department, emergency medical services, and other various agencies all occupy the parking lot of the Salvation Army building. The Salvation Army was always generous enough to let the city use the parking lot during this event. With the city purchasing this building, and with a fully functioning EOC, all emergency services personnel would be able to utilize the building throughout the event. This would combat logistical issues that include parking for employees working the event, temporary shelter (pop-up tents), temporary radio communications having to be set up, as well as relief from the heat. This would save the city a lot of time and money.

### What is the actual or estimated cost?

is eligible under the Federal guidelines for ARPA in the space above).

| ESTIMATED COST:                   | Fiscal Year      |           |           |           |           |          |                  |
|-----------------------------------|------------------|-----------|-----------|-----------|-----------|----------|------------------|
|                                   | 2021 - 22        | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL            |
| Land Acquisition                  | 475,000          | 0         | 0         | 0         | 0         | 0        | 475,000          |
| Service/Program                   | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Construction and Related Services | 750,000          | 0         | 0         | 0         | 0         | 0        | 750,000          |
| Equipment/Furniture Acquisition   | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Other                             | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| <b>TOTAL:</b>                     | <b>1,225,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>1,225,000</b> |
| ANNUAL BUDGET IMPACT:             | Fiscal Year      |           |           |           |           |          |                  |
|                                   | 2021 - 22        | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL            |
| Capital Costs                     | 1,225,000        | 0         | 0         | 0         | 0         | 0        | 1,225,000        |
| Service/Debt Service              | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Maint. & Op.                      | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Personnel                         | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Other                             | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| <b>TOTAL</b>                      | <b>1,225,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>1,225,000</b> |

Another consideration that needs to be accounted for is maintenance costs. The current police department is similar in size to the proposed EOC building. The city currently spends approximately \$25,000 annually to maintain and clean the building. With a state of the art, newly remodeled building, the city would have to consider the funds to maintain the building. The costs associated with it should be minimal for a few years as the building will be newly updated. The police department has not had major renovations done since the construction of the building in the mid 1990's

### Is this reimbursement of a prior expense?

No

### If a prior expense, on what date(s) did it occur? (Enter "N/A" if not applicable)

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

### What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

The COVID-19 pandemic highlighted the deficiencies and needs in the city's facilities to facilitate a response to a public health emergency.

**How will the proposed use address the targeted pandemic-related harm?**

This building would serve several purposes, including an emergency operations center, a meeting space capable of accommodating city officials and employees while maintaining social distancing. The building would help enhance communication and response capability of the city's emergency services.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter "N/A" if not applicable)**

Having an EOC would be beneficial to the entire city population, including low-income, Native American and/or other people disproportionately impacted citizens. It would put city leaders, employees (emergency personnel), the court system, all in one central location of the city. The location would be in a disproportionately impacted area of the city, allowing those people to utilize the city services at one centralized location

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter "N/A" if not applicable)**

Having an EOC would be beneficial to the entire city population, including low-income, Native American and/or other people disproportionately impacted citizens.

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

Many approaches were taken by the city to combat COVID-19. For example, both the Fire and Police Departments quarantined their respective departments with the Police Department moving approximately 1/3 of their operations to a makeshift meeting room that the Fire Department uses for training. Productivity was also slowed due to having to send employees home to work from home. Meals were brought in for employees so that they could minimize contact with grocery stores or restaurant establishments. Meetings were done via telephone instead of in person. The phone meetings were not ideal as there was frequent issues with technology. Being separated also caused communication delays. Once a phone meeting concluded, new information would be available, and it was a burden to be able to get everyone back on the phone or to be able to deliver the message at all.

Eligibility Evaluation

**Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury's *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |
| 1.8                     | Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)                     |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

### **Interim Final Rule Citations**

#### **Page 26789 -**

Other response and adaptation costs include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

#### **Page 26789-**

This has included implementing infection prevention measures or making ventilation improvements in congregate settings, health care settings, or other key locations.

#### **Page 26790 –**

*COVID–19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID–19. Mitigation and prevention efforts for COVID–19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (*e.g.*, monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (*e.g.*, nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID–19 mitigation tactics. These COVID–19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

### **Frequently Asked Questions Citations**

#### **2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?**

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (*e.g.*, monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (*e.g.*, nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

#### **Other Eligibility Documentation**

N/A

#### **Managing Risk**

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and

Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization's Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

#### Next Steps

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

#### Evaluation Subject to Change

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE:12/14/2021  
DATE:12/14/2021

APPENDICES: Documentation submitted by applicant.

## ARPA FUNDS PROGRAM - REQUEST FORM

Fiscal Year 2022 - 2026

|                           |                                                           |
|---------------------------|-----------------------------------------------------------|
| SERVICE/PROJECT TITLE:    | Emergency Operations Center                               |
| SERVICE/PROJECT NUMBER:   | 1                                                         |
| SERVICE/PROJECT PRIORITY: | Elevated                                                  |
| PROJECT TYPE:             | Expansion                                                 |
|                           | (e.g., replacement, expansion, new, repair, modification) |
| DEPARTMENT/AGENCY:        | Administration                                            |

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

The city is considering purchasing the property at 125 E. Fairview at the cost of \$475,000. An estimated remodel of the building would cost approximately \$750,000. The building would be remodeled to house all city department heads (all court employees including the city judge and attorney), training and meeting rooms, other individual offices, a full kitchen, and a full 24 hour access gym.

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

Please see attachment

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

|   |                                                                                                                                                                                                                               |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |
| X | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |
|   | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |
|   | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |

<sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

| ESTIMATED COST:                   | Fiscal Year      |           |           |           |           |          |                  |
|-----------------------------------|------------------|-----------|-----------|-----------|-----------|----------|------------------|
|                                   | 2021 - 22        | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL            |
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| Service/Program                   | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Construction and Related Services | 750,000          | 0         | 0         | 0         | 0         | 0        | 750,000          |
| Equipment/Furniture Acquisition   |                  | 0         | 0         | 0         | 0         | 0        | 0                |
| Other                             | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| <b>TOTAL:</b>                     | <b>1,225,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>1,225,000</b> |
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| Service/Debt Service              | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Maint. & Op.                      | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Personnel                         | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| Other                             | 0                | 0         | 0         | 0         | 0         | 0        | 0                |
| <b>TOTAL</b>                      | <b>1,225,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>1,225,000</b> |

The City of Carthage is entertaining the idea of buying the current Salvation Army building for city use. This building is located at 125 E. Fairview. The property is a 14,733 sq foot building that currently houses a chapel, three bathrooms, an elevator, kitchen, more than 20 office spaces, a gym, ample storage throughout three floors. The asking price for this building is \$475,000, which has been negotiated down from the original asking price of \$550,000. The building is outdated and it is estimated by city officials, an architect, and an engineer to remodeling the building to meet the city's requirements would cost approximately \$750,000. The total project cost would be approximately \$1.23 million dollars.

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This building would allow the city to have a large, state-of-the-art training facility that it has a city-wide training center would allow all city training to be conducted in the same professional setting with the same resources available to everyone. Often, the only facility large enough for the number of trainees is the city council chambers, which should be reserved for other use. Any city department head will tell you that our training facilities are totally inadequate regarding space, especially if social distancing is necessary. This would resolve that problem and create another large meeting space for community use if the city wishes to do so. Police and Fire need large open spaces for various training programs that do not exist at this point and when the training is needed, space must be improvised. We often borrow spaces from local churches to find room for the training.

Many approaches were taken by the city to combat covid. For example, both the Fire and Police Departments quarantined their respective departments with the Police Department moving approximately 1/3 of their operations to a make-shift meeting room that the Fire Department uses for training. Productivity was also slowed due to having to send employees home to work from home. Meals were brought in for employees so that they could minimize contact with grocery stores or restaurant establishments. Meetings were done via telephone instead of in person. The phone meetings were not ideal as there was frequent issues with technology. Being separated also caused communication delays. Once a phone meeting concluded, new information would be available and it was a burden to be able to get everyone back on the phone or to be able to deliver the message at all. Wages were spent to keep employees home due to just being exposed to an individual with Covid-19. It is believed that having an EOC would combat most of those issues. There would be ample meeting rooms built into the building. The large amount of square footage in those rooms would allow employees to meet and still socially distance, if necessary. An EOC would help quarantine city leaders and others housed in the building if needed just by having their own office. It would not affect communication as everybody would still be in the same building. The building would also be equipped to allow for digital meetings/conferences if needed. The building already has a full kitchen. It would be upgraded to be able to provide/make meals for employees if needed. All of this would be possible and still allow employees to socially distance. The current EOC is not adequate and is not functional for what is needed.

There are ample meeting rooms and conference rooms in this building. A large amount of square footage in those rooms would allow employees to meet and still socially distance, if necessary. There would be a plethora of offices available. This would help quarantine city leaders and others housed in the building if needed just by having their own office, but they could still be near the EOC. It would not affect communication as all city leaders would still be in the same building. The building already has a full kitchen. It would be upgraded to be able to provide/make meals for employees if needed.

COVID-19 seemed to have more severe negative effects on those who were obese or had comorbidities. It was difficult to stay in shape during the pandemic quarantine, as many gymnasiums were shut down. Additionally, it has been a goal of the City Health Committee to have a city-owned Gym for use 24 hours by city employees. The building would house a full gym, which would allow employees to still have access to maintain a healthy lifestyle without exposure to disease in the event of gyms closing due to another shutdown.

Another consideration that needs to be accounted for is maintenance costs. The current police department is similar in size to the proposed EOC building. The city currently spends approximately \$25,000 annually to maintain and clean the building. With a state of the art, newly remodeled building, the city would have to consider the funds to maintain the building. The costs associated with it should be minimal for a few years as the building will be newly updated. The police department has not had major renovations done since the construction of the building in the mid 1990's.

The annual Marian Days celebration is another factor to consider when purchasing this building. Each year the police department, fire department, emergency medical services, and other various agencies all occupy the parking lot of the Salvation Army building. The Salvation Army was always generous enough to let the city use the parking lot during this event. With the city purchasing this building, and with a fully functioning EOC, all emergency services personnel would be able to utilize the building throughout the event. This would combat logistical issues that include parking for employees working the event, temporary shelter (pop-up tents), temporary radio communications having to be set up, as well as relief from the heat. This would save the city a lot of time and money.

|                       |                               |
|-----------------------|-------------------------------|
| Entity:               | Carthage, Missouri            |
| Date Last Modified:   | 12/15/2021                    |
| <u>Entity Contact</u> |                               |
| Name:                 | Tom Short, City Administrator |
| Telephone Number:     | 417-237-7003                  |
| E-mail Address:       | t.short@carthagemo.gov        |

### Project Description

#### **What is the proposed use of Fiscal Recovery Funds?**

Service/Project Title: Mobile Command Truck  
Service/Project Number:  
Service/Project Priority: Ordinary  
Project Type: Replacement (e.g., replacement, expansion, new, repair, modification)  
Department/Agency: Police Department

#### Service/Project Description

We are requesting to purchase a new mobile command truck to fit the needs of the Carthage Police Department.

#### Justification/Benefit

The new truck is to provide mobile dispatching, communication, crime scene investigation/processing, high-risk response, and full office capabilities. It is used at crime scenes for processing evidence, for incident responses, natural disasters (i.e., Joplin tornado), searches for missing persons such as the July 2021 search for an individual eventually found deceased in Spring River and large events such as Marian Days.

The current Carthage Police Department command truck is a 32-year-old, 1989 International model 3800 mobile command truck. It is falling apart inside and outside with high maintenance needs. The batteries are often dead. Several windows are worn out and do not lock leaving equipment inside susceptible to theft and damage. The entry door has a broken exterior door handle and doesn't lock well. The other two entry/exit side doors' lock and handle assemblies are falling apart. Interior cabinets are falling apart. The ceiling is sagging and needs to be redone. The sliding closet doors' tracks are coming apart. The vehicle's suspension is sagging and worn out causing the truck to lean to the left. The tires are at least 20 years old according to the DOT build dates on the side of the tires.

#### **What is the actual or estimated cost?**

| ESTIMATED COST:          | Fiscal         |           |           |           |           |          |                |
|--------------------------|----------------|-----------|-----------|-----------|-----------|----------|----------------|
|                          | 2021 - 22      | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL          |
| Land Acquisition         | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Service/Program          | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Construction and Related | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Equipment/Furniture      | 271,953        | 0         | 0         | 0         | 0         | 0        | 271,953        |
| Other                    | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| <b>TOTAL:</b>            | <b>271,953</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>271,953</b> |
| ANNUAL BUDGET IMPACT:    | Fiscal         |           |           |           |           |          |                |
|                          | 2021 - 22      | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   | TOTAL          |
| Capital Costs            | 271,953        | 0         | 0         | 0         | 0         | 0        | 271,953        |
| Service/Debt Service     | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Maint. & Op.             | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Personnel                | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Other                    | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| <b>TOTAL</b>             | <b>271,953</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>271,953</b> |

**Is this reimbursement of a prior expense?**

No

**If a prior expense, on what date(s) did it occur? (Enter “N/A” if not applicable)**

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

**How will the proposed use address the targeted pandemic-related harm?**

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter “N/A” if not applicable)**

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter “N/A” if not applicable)**

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

## Eligibility Evaluation

### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury's *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

### **Interim Final Rule Citations**

#### **Page 26789 -**

Other response and adaptation costs include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

#### **Page 26790 -**

*COVID-19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID-19. Mitigation and prevention efforts for COVID-19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

### **Frequently Asked Questions Citations**

#### **2.1 What types of COVID-19 response, mitigation, and prevention activities are eligible?**

Purchases of personal protective equipment; support for prevention, mitigation, or other services. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### **Other Eligibility Documentation**

From the Government Finance Officers Association American Rescue Plan Act Guiding Principles: "Temporary Nature of ARPA Funds. ARPA funds are non-recurring so their use should be applied primarily to non-recurring expenditures. Care should be taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment."

Source: <https://www.gfoa.org/american-rescue-plan-spending-guiding-principles>

## Managing Risk

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization's Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| Potential Additional Eligibility Rationale    |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|-----------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                               |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                               | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                               | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                               | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

## Next Steps

1. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
2. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

## Evaluation Subject to Change

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

**Questions and Additional Assistance**

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or [jack.ryan-feldman@bakertilly.com](mailto:jack.ryan-feldman@bakertilly.com).

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA  
Jake Emeott, Consultant BTMA

DATE:12/09/2021

DATE:12/09/2021

APPENDICES: Documentation submitted by applicant.

| <b>ARPA FUNDS PROGRAM - REQUEST FORM</b><br><b>Fiscal Year 2022 - 2026</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                               |           |           |           |           |        |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------|-----------|--------|---------|
| <b>SERVICE/PROJECT TITLE:</b> Mobile Command Truck                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>SERVICE/PROJECT NUMBER:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>SERVICE/PROJECT PRIORITY:</b> Ordinary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>PROJECT TYPE:</b> Replacement<br>(e.g., replacement, expansion, new, repair, modification)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>DEPARTMENT/AGENCY:</b> Police Department                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>SERVICE/PROJECT DESCRIPTION:</b> (Attach no more than one additional sheet if necessary)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| We are requesting to purchase a new mobile command truck to fit the needs of the Carthage Police Department. The new truck is                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>JUSTIFICATION/BENEFIT:</b><br>Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.<br>To provide mobile dispatching, communication, crime scene investigation/processing, high-risk response, and full office capabilities. It is used at crime scenes for processing evidence, for incident responses, natural disasters (i.e., Joplin tornado), searches for missing persons such as the July 2021 search for an individual eventually found deceased in Spring River and large events such as Marian Days. The current Carthage Police Department command truck is a 32 year old, 1989 International model 3800 mobile command truck. It is falling apart inside and outside with high maintenance needs. The batteries are often dead. Several windows are worn out and do not lock leaving equipment inside susceptible to theft and damage. The entry door has a broken exterior door handle and doesn't lock well. The other two entry/exit side doors' lock and handle assemblies are falling apart. Interior cabinets are falling apart. The ceiling is sagging and needs to be redone. The sliding closet doors' tracks are coming apart. The vehicle's suspension is sagging and worn out causing the truck to lean to the left. The tires are at least 20 years old according to the DOT build dates on the side of the tires. |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;     |           |           |           |           |        |         |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;                                                                             |           |           |           |           |        |         |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and |           |           |           |           |        |         |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | To make necessary investments in water, sewer, or broadband infrastructure. <sup>1</sup>                                                                                                                                      |           |           |           |           |        |         |
| <sup>1</sup> Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <a href="https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf">https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf</a> , pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                               |           |           |           |           |        |         |
| <b>ESTIMATED COST:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                               |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Fiscal Year                                                                                                                                                                                                                   |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL   |
| Land Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Service/Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Construction and Related Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Equipment/Furniture Acquisition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 271,953                                                                                                                                                                                                                       | 0         | 0         | 0         | 0         | 0      | 271,953 |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| <b>TOTAL:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 271,953                                                                                                                                                                                                                       | 0         | 0         | 0         | 0         | 0      | 271,953 |
| <b>ANNUAL BUDGET IMPACT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                               |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Fiscal Year                                                                                                                                                                                                                   |           |           |           |           |        |         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 2021 - 22                                                                                                                                                                                                                     | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL   |
| Capital Costs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 271,953                                                                                                                                                                                                                       | 0         | 0         | 0         | 0         | 0      | 271,953 |
| Service/Debt Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Maint. & Op.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Personnel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| Other                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 0                                                                                                                                                                                                                             | 0         | 0         | 0         | 0         | 0      | 0       |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 271,953                                                                                                                                                                                                                       | 0         | 0         | 0         | 0         | 0      | 271,953 |

Entity: Carthage, Missouri

Date Last Modified: 12/15/2021

Entity Contact

Name: Tom Short, City Administrator  
Telephone Number: 417-237-7003  
E-mail Address: t.short@carthagemo.gov

Project Description

**What is the proposed use of Fiscal Recovery Funds?**

Service/ Project Title: Police Vehicle Project  
Service/ Project Number: 1  
Service/ Project Priority: Elevated  
Project Type: Expansion (e.g., replacement, expansion, new, repair, modification)  
Department/ Agency: Police Department

Service/Project Description

The police department would purchase 12 new vehicles (11 Ford Explorers and 1 Chevrolet Trucks). The estimated price to purchase all the vehicles and equip them is \$579,000. The truck and outfitting would cost approximately \$48,000.

Justification/Benefit

During the Covid-19 pandemic, drastic measures were taken by city personnel to social distance (including isolation and quarantine). Unfortunately, being able to socially distance was not always possible for local law enforcement. Each day the police department's officers share a small pool of vehicles to patrol the city. The vehicles are used for 12 hours and then turned over to another officer for the following 12-hour shift. During the pandemic, the cars were cleaned before and after each shift. This still did not ensure that each officer would be able to avoid exposure to the virus. With each officer having a vehicle assigned to them, this would assist in the city's efforts of being able to make sure officers socially distanced and it would assist in containing any potential outbreak that could occur during this or any future pandemic.

**What is the actual or estimated cost?**

| ESTIMATED COST:                   | Fiscal Year |           |           |           |           |        |        |
|-----------------------------------|-------------|-----------|-----------|-----------|-----------|--------|--------|
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL  |
| Land Acquisition                  | 0           | 0         | 0         | 0         | 0         | 0      |        |
| Service/Program                   | 0           | 0         | 0         | 0         | 0         | 0      |        |
| Construction and Related Services | 0           | 0         | 0         | 0         | 0         | 0      |        |
| Equipment/Furniture Acquisition   | 579,000     | 0         | 0         | 0         | 0         | 0      | 579,00 |
| Other                             | 0           | 0         | 0         | 0         | 0         | 0      |        |
| TOTAL:                            | 579,000     | 0         | 0         | 0         | 0         | 0      | 579,00 |
| ANNUAL BUDGET IMPACT:             | Fiscal Year |           |           |           |           |        |        |
|                                   | 2021 - 22   | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond | TOTAL  |
| Capital Costs                     | 579,000     | 0         | 0         | 0         | 0         | 0      | 579,00 |
| Service/Debt Service              | 0           | 0         | 0         | 0         | 0         | 0      |        |
| Maint. & Op.                      | 0           | 0         | 0         | 0         | 0         | 0      |        |
| Personnel                         | 0           | 0         | 0         | 0         | 0         | 0      |        |
| Other                             | 0           | 0         | 0         | 0         | 0         | 0      |        |
| TOTAL                             | 579,000     | 0         | 0         | 0         | 0         | 0      | 579,00 |

**Is this reimbursement of a prior expense?**

No

**If a prior expense, on what date(s) did it occur? (Enter “N/A” if not applicable)**

N/A

[Note: Expense must have occurred on or after March 3, 2021, except for Premium Pay which may have occurred on or after January 27, 2020.]

**What amount of Fiscal Recovery Funds will your organization receive? (Including the payment previously received and to be received next year)**

\$2,975,530

Projects related to public health, economic impact remediation, or premium pay for essential workers seek to remediate the harm caused by the pandemic. Discuss the nature of that harm and the proposed solution below. You may leave the following sections blank if the proposed project is related to revenue recovery or water, sewer, or broadband capital improvements.

**What is the pandemic-related harm to be addressed?**

COVID-19 transfers at a very fast rate through enclosed spaces and hard surfaces. This has been very apparent for local authorities when sharing equipment.

**How will the proposed use address the targeted pandemic-related harm?**

With the purchase of these new vehicles, this will combat the spread of COVID-19 because every police officer will have their own squad car.

**How does the proposed expense benefit low-income, Native American and/or other people disproportionately impacted by the pandemic? (A general description is enough. Enter “N/A” if not applicable)**

N/A

**Would the proposed expense occur within a Qualified Census Tract or benefit people located in a Qualified Census Tract? (Enter “N/A” if not applicable)**

N/A

**What other approaches, if any, were considered? Why was this approach selected? (This question addresses whether the proposed expense is proportional to the pandemic-related harm being addressed)**

### Eligibility Evaluation

#### **Eligible Use Categories and Sub-Categories**

Based on the Project Description, it appears that the proposed use of Fiscal Recovery Funds could be eligible under the following Expenditure Categories as identified in Appendix 1 of the U.S. Treasury’s *Compliance and Reporting Guidance*, Version 1.1, dated June 24, 2021.

| <b>1: Public Health</b> |                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.7                     | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |
| 1.8                     | Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)                     |

\* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^ Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities

## **Interim Final Rule Citations**

### **Page 26789 -**

Other response and adaptation costs include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### **Page 26789-**

This has included implementing infection prevention measures or making ventilation improvements in congregate settings, health care settings, or other key locations.

### **Page 26790 -**

*COVID-19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID-19. Mitigation and prevention efforts for COVID-19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.

## **Frequently Asked Questions Citations**

### **2.1 What types of COVID-19 response, mitigation, and prevention activities are eligible?**

Purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

## **Other Eligibility Documentation**

From the Government Finance Officers Association American Rescue Plan Act Guiding Principles: “Temporary Nature of ARPA Funds. ARPA funds are non-recurring so their use should be applied primarily to non-recurring expenditures. Care should be taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment.”

Source: <https://www.gfoa.org/american-rescue-plan-spending-guiding-principles>

## **Managing Risk**

Recipients of Fiscal Recovery Funds are asked to decide how to use the money based on interpretation of the American Rescue Plan Act and the guidance provided by the U.S. Treasury in the Interim Final Rule (IFR) and Frequently Asked Questions (FAQ). Therefore, any allocation decision creates a degree of risk that the Fiscal Recovery Fund expenditure – should it be reviewed by the U.S. Treasury - may be deemed ineligible.

One useful approach to managing this risk is to consider two factors;

1. The percentage of the organization's Fiscal Recovery Fund award which will be expended, and
2. How clearly the proposed use of Fiscal Recovery Funds is authorized in federal legislation and guidance.

By finding the intersection of these two factors in the table below, organizations may consider whether additional rationale is desired prior to proceeding with the proposed use of Fiscal Recovery Funds. The potential action appropriate to this proposed use of Fiscal Recovery Funds is indicated with a circle.

| <b>Potential Additional Eligibility Rationale</b> |                               |                                                                                                |                                                                                                |                                                                                                                                      |
|---------------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Use Identified in Rules and Guidance     | Percentage of Total FRF Award |                                                                                                |                                                                                                |                                                                                                                                      |
|                                                   |                               | Less than 33%                                                                                  | 34% to 66%                                                                                     | More than 67%                                                                                                                        |
|                                                   | Clearly                       | ▪ None                                                                                         | ▪ None                                                                                         | ▪ None                                                                                                                               |
|                                                   | Somewhat                      | ▪ Strengthen Project Description                                                               | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion                                   | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance                                       |
|                                                   | Not at All                    | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance | ▪ Strengthen Project Description<br>▪ Obtain a legal opinion<br>▪ Wait for additional guidance<br>▪ Submit question to U.S. Treasury |

Note that there are other risks associated with use of Fiscal Recovery Funds. This evaluation considers only the risk that the proposed use could be determined to be ineligible.

#### Next Steps

1. Consider adding eligibility rationale documentation as noted above. Baker Tilly can help manage ineligibility risk and other forms of risk.
2. Retain this evaluation in a readily available and identifiable location for five years after all Fiscal Recovery Funds have been expended or returned to Treasury. Electronic storage is preferred.
3. Utilize the selected Expenditure Category identified in the Eligible Use Categories and Sub-Categories section of this Evaluation when accounting for the expenditure. This will greatly aid in reporting to the U.S. Treasury.

#### Evaluation Subject to Change

This evaluation is subject to changes to the provided Project Description, American Rescue Plan legislation and U.S. Treasury guidance. This evaluation is not legal advice.

#### Questions and Additional Assistance

For additional assistance, please contact Jack Ryan-Feldman at 816-333-0983 or jack.ryan-feldman@bakertilly.com.

EVALUATOR: Kolbe Krzyzanowski, Senior Consultant BTMA

DATE:12/09/2021

Jake Emeott, Consultant BTMA

DATE:12/09/2021

APPENDICES: Documentation submitted by applicant.

# **ARPA FUNDS PROGRAM - REQUEST FORM**

**Fiscal Year 2022 - 2026**

SERVICE/PROJECT TITLE: Police Vehicle Project  
 SERVICE/PROJECT NUMBER: 1  
 SERVICE/PROJECT PRIORITY: Elevated  
 PROJECT TYPE: Expansion  
 (e.g., replacement, expansion, new, repair, modification)  
 DEPARTMENT/AGENCY: Police Department

**SERVICE/PROJECT DESCRIPTION: (Attach no more than one additional sheet if necessary)**

The police department would purchase 12 new vehicles (11 Ford Explorers and 1 Chevrolet truck). The estimated price to purchase all the vehicles and equip them is \$579,000. The truck and outfitting would cost approximately \$48,000.

**JUSTIFICATION/BENEFIT:**

**Please explain in detail how the proposed service/project meets the ARPA/SLFRF Statutory Eligible Use criteria.**

During the Covid-19 pandemic, drastic measures were taken by city personnel to social distance (including isolation and quarantine). Unfortunately, being able to socially distance was not always possible for local law enforcement. Each day the police department's officers share a small pool of vehicles to patrol the city. The vehicles are used for 12 hours and then turned over to another officer for the following 12 hour shift. During the pandemic, the cars were cleaned before and after each shift. This still did not ensure that each officer would be able to avoid exposure to the virus. With each officer having a vehicle assigned to them, this would assist in the city's efforts of being able to make sure officers socially distanced and it would assist in containing any potential outbreak that could occur during this or any future pandemic.

**Please select the eligible use under ARPA for which you are applying (incurred after March 3, 2021 except for premium pay) select all that apply:**

- ☐ To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- ☒ To respond to workers performing essential work during the COVID-19 public health emergency, and/or by providing premium pay to eligible workers;
- ☐ For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- ☐ To make necessary investments in water, sewer, or broadband infrastructure.<sup>1</sup>

1 Interim Final Rule from US Treasury for the Coronavirus State and Local Fiscal Recovery Funds portion of ARPA, <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>, pg. 2 or 26787. Detailed Request Information (please describe the nature as well as priority of your request and how it is eligible under the Federal guidelines for ARPA in the space above).

| ESTIMATED COST:                   | Fiscal Year    |           |           |           |           |          | TOTAL          |
|-----------------------------------|----------------|-----------|-----------|-----------|-----------|----------|----------------|
|                                   | 2021 - 22      | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   |                |
| Land Acquisition                  | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Service/Program                   | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Construction and Related Services | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Equipment/Furniture Acquisition   | 579,000        | 0         | 0         | 0         | 0         | 0        | 579,000        |
| Other                             | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| <b>TOTAL:</b>                     | <b>579,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>579,000</b> |
| ANNUAL BUDGET IMPACT:             | Fiscal Year    |           |           |           |           |          | TOTAL          |
|                                   | 2021 - 22      | 2022 - 23 | 2023 - 24 | 2024 - 25 | 2025 - 26 | Beyond   |                |
| Capital Costs                     | 579,000        | 0         | 0         | 0         | 0         | 0        | 579,000        |
| Service/Debt Service              | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Maint. & Op.                      | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Personnel                         | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| Other                             | 0              | 0         | 0         | 0         | 0         | 0        | 0              |
| <b>TOTAL</b>                      | <b>579,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>0</b> | <b>579,000</b> |

Carthage, Missouri

American Rescue Plan Revenue Loss Calculation

**SUMMARY OF REVENUE LOSS**

| <b>Adjusted Revenues (1)</b>                    |              |              |              |              | <b>Estimated 2020 Revenues</b>          |               |
|-------------------------------------------------|--------------|--------------|--------------|--------------|-----------------------------------------|---------------|
|                                                 | 2016         | 2017         | 2018         | 2019         |                                         |               |
| Revenues                                        | \$10,058,496 | \$10,469,245 | \$10,744,305 | \$11,002,037 | 2019 Adjusted Revenues                  | \$11,002,037  |
| Percent Change                                  |              | 3.9%         | 2.6%         | 2.3%         | Times: Growth Rate (2)                  | 4.10%         |
| Average Percent Change OR Treasury Base Growth: |              |              |              | 4.10%        | 2020 Expected Revenues                  | 11,453,120    |
|                                                 |              |              |              |              | <small>2019 adjusted *(1+0.041)</small> |               |
|                                                 |              |              |              |              | 2020 Adjusted Revenues (3)              | 11,182,171.16 |
|                                                 |              |              |              |              | Revenue Loss:                           | Yes           |
| <b>Unadjusted Revenues (Reference Only)</b>     |              |              |              |              | <b>Estimated Reduction in Revenue</b>   |               |
|                                                 | 2016         | 2017         | 2018         | 2019         |                                         |               |
| Revenues                                        | \$15,092,849 | \$16,052,596 | \$14,850,296 | \$14,026,923 | Revenue Reduction                       | \$270,949     |
| Percent Change                                  |              | 6.0%         | -8.1%        | -5.9%        | Revenue Reduction %                     | 2.37%         |
| Average Percent Change/ Base Growth:            |              |              |              | 4.10%        |                                         |               |
| Total Adjusted                                  |              |              |              |              |                                         |               |

**Notes:**

- a. Revenue loss is calculated at \$270,949 in FY 2020.  
b. Page 2 and 3 show all included revenue sources across all funds  
c. Page 4 includes all currently excluded revenue sources based on Treasury guidelines.  
d. Fund 343-Library Operating, is labeled as an agency fund in the City's financial audits, and is excluded.  
e. Fund 341-CW & EP, is labeled as an agency fund in the City's financial audits, and is excluded.

Calculation uses financial data submitted by the City of Carthage, Missouri, and assumes that the data found therein is complete, audited where available, and representative of actual municipal revenue receipts.



Tuesday, December 7, 2021

## Included Revenue - Carthage Missouri

|                                      |                             | 2016 Total       | 2017 Total       | 2018 Total       | 2019 Total       | 2020 Total       |
|--------------------------------------|-----------------------------|------------------|------------------|------------------|------------------|------------------|
| All Revenues                         |                             | 15,092,849       | 16,052,596       | 14,850,296       | 14,026,923       | 14,518,955       |
| Included Revenues                    |                             | 10,058,496       | 10,469,245       | 10,744,305       | 11,002,037       | 11,182,171       |
| Exclusions                           |                             | 5,034,353        | 5,583,351        | 4,105,992        | 3,024,886        | 3,336,784        |
| FUND AND ACCOUNT                     | Account Name                | 2016 Revenue     | 2017 Revenue     | 2018 Revenue     | 2019 Revenue     | 2020 Revenue     |
| <b>110-GENERAL REVENUE</b>           |                             | <b>6,247,196</b> | <b>6,134,144</b> | <b>6,359,955</b> | <b>6,637,484</b> | <b>6,596,653</b> |
| 110-31110.000                        | Property Taxes              | 422,057          | 429,331          | 573,887          | 588,787          | 600,974          |
| 110-31120.000                        | Intangible Tax              | 909              | 3,573            | 3,821            | 45               | 105              |
| 110-31301.000                        | Sales Tax Revenue           | 2,406,801        | 2,233,337        | 2,352,583        | 2,392,030        | 2,555,769        |
| 110-31302.000                        | Transportation Tax Revenue  | 1,156,806        | 1,067,068        | 1,115,873        | 1,135,728        | 1,222,816        |
| 110-31822.000                        | Telephone Franchises - ALL  | 240,320          | 269,279          | 218,274          | 184,269          | 148,654          |
| 110-31823.000                        | Cable Franchise             | 54,682           | 53,552           | 48,578           | 48,763           | 46,953           |
| 110-32100.000                        | Occupation Licenses         | 118,460          | 118,124          | 125,907          | 120,026          | 121,877          |
| 110-32200.000                        | Other Licenses & Permits    | 56,330           | 49,073           | 85,080           | 48,929           | 55,739           |
| 110-33003.000                        | Emergency Management Grant  | 27,500           | 16,344           | 32,221           | 32,473           | 33,474           |
| 110-33400.000                        | Grant/Police Department/SR  | 91,264           | 91,885           | 69,638           | 151,295          | 65,506           |
| 110-33405.000                        | Police Dept Misc Revenues   | 17,080           | 20,290           | 22,109           | 16,967           | 18,713           |
| 110-33406.000                        | School Crossing Guards      | 7,680            | 6,784            | 7,990            | 12,247           | 5,673            |
| 110-33410.000                        | Taxi Grant & Fares          | 50,731           | 57,845           | 52,554           | 46,040           | 44,697           |
| 110-33540.000                        | Gasoline Tax Revenue        | 565,899          | 574,691          | 580,289          | 575,947          | 567,066          |
| 110-33560.000                        | Cigarette Tax               | 58,361           | 51,968           | 51,260           | 50,186           | 46,449           |
| 110-34001.000                        | Oiling & Repairing Streets  | 78,381           | 210,451          | 115,853          | 140,296          | 153,776          |
| 110-34002.000                        | Public Works Fees Misc      | 1,463            | 350              | 600              | 1,445            | 700              |
| 110-34110.000                        | Municipal Court Fines       | 341,873          | 320,784          | 312,793          | 325,253          | 265,809          |
| 110-34113.000                        | Police Training Fines       | 9,767            | 8,264            | 8,293            | 7,711            | 3,870            |
| 110-34114.000                        | Parking Fines               | 2,604            | 832              | 4,993            | 3,470            | 1,155            |
| 110-34130.000                        | Zoning Applications         | 2,345            | 1,225            | 670              | 1,050            | 1,200            |
| 110-34220.000                        | Fire District Taxes         | 416,495          | 415,685          | 424,886          | 427,956          | 386,551          |
| 110-34720.000                        | Pool/Receipts               | 8,738            | -                | -                | -                | -                |
| 110-34721.000                        | Pool/Concession Sales       | 4,225            | -                | -                | -                | -                |
| 110-34731.000                        | Rental/Skating Rink         | 3,600            | 3,600            | 3,600            | 3,600            | 2,700            |
| 110-34732.000                        | Rental/Shelter              | 4,371            | 4,750            | 4,676            | 4,127            | 1,898            |
| 110-34750.000                        | Memorial Hall Rents         | 47,634           | 53,598           | 52,676           | 54,563           | 46,297           |
| 110-34760.000                        | Memorial Hall Sign Rental   | 255              | 1,165            | 200              | 660              | 450              |
| 110-34780.000                        | Civil War Walk-Ins          | 3,388            | 3,188            | 4,365            | 4,859            | 3,829            |
| 110-34790.000                        | Civil War Souvenirs         | 5,782            | 4,647            | 6,509            | 7,273            | 5,737            |
| 110-35110.000                        | Domestic Violence Fine      | 7,889            | 6,979            | 7,113            | 6,681            | 2,011            |
| 110-35520.000                        | Collection Fees             | 7                | 17               | (4)              | 27               | 2                |
| 110-36110.000                        | Interest Income             | 7,783            | 7,624            | 8,008            | 84,728           | 148,189          |
| 110-36111.000                        | Investment Interest/Div/Fe  | 5,648            | -                | 12,919           | -                | -                |
| 110-36201.000                        | Rents                       | 3,780            | 315              | -                | -                | -                |
| 110-36401.000                        | Grants                      | -                | -                | 12,067           | 141,563          | 19,792           |
| 110-36404.000                        | Donations                   | -                | 250              | -                | -                | 100              |
| 110-39210.000                        | Sale of City Assets         | 5,479            | 5,657            | 8,588            | 3,300            | 5,070            |
| 110-39600.000                        | Miscellaneous Revenues      | 10,808           | 41,616           | 31,086           | 15,188           | 13,051           |
| <b>121-PUBLIC HEALTH</b>             |                             | <b>178,743</b>   | <b>178,909</b>   | <b>244,117</b>   | <b>219,863</b>   | <b>409,373</b>   |
| 121-31111.000                        | Property Taxes              | 96,790           | 97,647           | 132,417          | 134,416          | 136,049          |
| 121-31122.000                        | Intangible Tax              | 207              | 813              | 914              | 10               | 24               |
| 121-34431.000                        | Landfill Revenue            | 4,258            | 3,801            | 1,700            | 1,857            | 1,530            |
| 121-34432.000                        | Dumpster Revenue            | 54,122           | 58,697           | 68,596           | 53,192           | 51,129           |
| 121-34433.000                        | Recycling Revenue           | 3,215            | 2,408            | 6,373            | 1,804            | 2,705            |
| 121-35502.000                        | Weeds/Special Assessments   | 7,500            | 7,701            | 18,195           | 7,255            | 6,535            |
| 121-36110.000                        | Interest Income             | 1,218            | 952              | 972              | 3,095            | 1,846            |
| 121-36120.000                        | Lease Proceeds              | -                | -                | -                | -                | 193,503          |
| 121-36403.000                        | Grant Revenue               | 10,984           | 6,896            | 11,212           | 14,443           | 12,043           |
| 121-39600.000                        | Miscellaneous Revenues      | 450              | (5)              | 3,738            | 3,791            | 4,008            |
| <b>122-LANDFILL CLOSURE</b>          |                             | <b>969</b>       | <b>956</b>       | <b>946</b>       | <b>16,108</b>    | <b>15,540</b>    |
| 122-36110.000                        | Interest Income             | 969              | 956              | 946              | 16,108           | 15,540           |
| <b>123-LODGING TAX</b>               |                             | <b>102,049</b>   | <b>101,950</b>   | <b>108,111</b>   | <b>106,533</b>   | <b>99,029</b>    |
| 123-31940.000                        | Lodging Tax Revenue         | 100,000          | 100,000          | 108,060          | 105,365          | 97,379           |
| 123-36110.000                        | Interest Income             | 2,049            | 1,950            | 51               | 1,168            | 1,650            |
| <b>124-CIVIC ENHANCEMENT</b>         |                             | <b>614</b>       | <b>623</b>       | <b>10,635</b>    | <b>4,641</b>     | <b>1,422</b>     |
| 124-36110.000                        | Interest Income             | 66               | 65               | 78               | 78               | 848              |
| 124-36401.000                        | Steadley Grant              | -                | -                | 10,000           | -                | -                |
| 124-36402.000                        | Donations                   | 548              | 558              | 557              | 4,563            | 574              |
| <b>125-STORMWATER</b>                |                             | <b>9</b>         | <b>9</b>         | <b>9</b>         | <b>9</b>         | <b>119</b>       |
| 125-36110.000                        | Interest Income             | 9                | 9                | 9                | 9                | 119              |
| <b>126-PUBLIC SAFETY GRANT</b>       |                             | <b>35,282</b>    | <b>39,664</b>    | <b>35,724</b>    | <b>48,544</b>    | <b>53,826</b>    |
| 126-33105.000                        | Grant/Police Department     | 23,282           | 26,664           | 26,324           | 12,044           | 41,826           |
| 126-36405.000                        | Donations Police Department | 12,000           | 10,000           | 9,400            | 10,500           | 10,000           |
| 126-36406.000                        | Donations Fire Department   | -                | 3,000            | -                | 26,000           | 2,000            |
| <b>128-PARKS/STM WTR</b>             |                             | <b>753,766</b>   | <b>1,068,757</b> | <b>1,120,171</b> | <b>1,135,320</b> | <b>1,223,284</b> |
| 128-31300.000                        | Parks/Stormwater Sales Tax  | 753,416          | 1,068,166        | 1,119,403        | 1,129,894        | 1,220,936        |
| 128-36110.000                        | Interest Income             | 350              | 591              | 767              | 5,425            | 2,348            |
| <b>129-TIF &amp; CID SPECIAL TAX</b> |                             | <b>8,102</b>     | <b>16,031</b>    | <b>11,537</b>    | <b>47</b>        | <b>592</b>       |
| 129-31300.000                        | CID Tax                     | -                | 16,000           | 11,500           | -                | -                |
| 129-35503.000                        | Grants                      | 8,087            | -                | -                | -                | -                |
| 129-36110.000                        | Interest Income             | 14               | 31               | 37               | 47               | 592              |
| <b>130-INMATE SECURITY FUND</b>      |                             | <b>4,880</b>     | <b>4,132</b>     | <b>4,146</b>     | <b>3,855</b>     | <b>2,705</b>     |
| 130-34434.000                        | Court Cost Surcharge        | 4,880            | 4,132            | 4,146            | 3,855            | 2,705            |

Calculation uses financial data submitted by the City of Carthage, Missouri, and assumes that the data found therein is complete, audited where available, and representative of actual municipal revenue receipts.

## Included Revenue - Carthage Missouri

|                                   |                                          | 2016 Total        | 2017 Total        | 2018 Total        | 2019 Total        | 2020 Total        |
|-----------------------------------|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| All Revenues                      |                                          | 15,092,849        | 16,052,596        | 14,850,296        | 14,026,923        | 14,518,955        |
| Included Revenues                 |                                          | 10,058,496        | 10,469,245        | 10,744,305        | 11,002,037        | 11,182,171        |
| Exclusions                        |                                          | 5,034,353         | 5,583,351         | 4,105,992         | 3,024,886         | 3,336,784         |
| FUND AND ACCOUNT                  | Account Name                             | 2016 Revenue      | 2017 Revenue      | 2018 Revenue      | 2019 Revenue      | 2020 Revenue      |
| <b>131-FIRE PROTECTION TAX</b>    |                                          | <b>569,660</b>    | <b>534,917</b>    | <b>558,802</b>    | <b>576,838</b>    | <b>615,348</b>    |
|                                   | 131-31300.000 Sales Tax Revenue          | 569,328           | 534,390           | 558,113           | 566,395           | 611,332           |
|                                   | 131-36110.000 Interest                   | 332               | 527               | 689               | 10,443            | 4,016             |
| <b>142-GOLF COURSE</b>            |                                          | <b>666,797</b>    | <b>470,868</b>    | <b>449,082</b>    | <b>434,589</b>    | <b>467,477</b>    |
|                                   | 142-34710.000 Golf Memberships           | 73,752            | 77,606            | 88,194            | 99,061            | 88,865            |
|                                   | 142-34711.000 Golf/Green Fees            | 227,807           | 218,522           | 196,270           | 190,747           | 188,769           |
|                                   | 142-34712.000 Golf /Cart Rental          | 166,335           | 160,906           | 151,371           | 133,158           | 123,021           |
|                                   | 142-34716.000 Driving Range Fee Revenue  | 10,764            | 11,963            | 11,413            | 9,819             | 11,176            |
|                                   | 142-36110.000 Interest Income            | 390               | 238               | 207               | 160               | 1,179             |
|                                   | 142-36120.000 Lease Proceeds             | -                 | -                 | -                 | -                 | 53,000            |
|                                   | 142-36202.000 Rents Pro Shop             | 1,675             | 1,633             | 1,627             | 1,644             | 1,468             |
|                                   | 142-36401.000 Grant - Golf Course Cap Im | 186,075           | -                 | -                 | -                 | -                 |
| <b>161-CAPITAL IMPROVEMENTS</b>   |                                          | <b>1,181,862</b>  | <b>1,293,647</b>  | <b>1,119,974</b>  | <b>1,313,369</b>  | <b>1,231,042</b>  |
|                                   | 161-31303.000 Capital Improvement Tax    | 1,156,799         | 1,067,059         | 1,116,166         | 1,135,727         | 1,222,816         |
|                                   | 161-36110.000 Interest Income            | 2,161             | 2,572             | 3,808             | 2,642             | 8,225             |
|                                   | 161-36130.000 Grants                     | 22,901            | 224,016           | -                 | 175,000           | -                 |
| <b>162-PARKS &amp; RECREATION</b> |                                          | <b>185,211</b>    | <b>188,072</b>    | <b>251,150</b>    | <b>254,509</b>    | <b>260,742</b>    |
|                                   | 162-31110.000 Property Taxes             | 183,168           | 185,213           | 248,198           | 253,190           | 259,828           |
|                                   | 162-31200.000 M&M Sur Tax                | 392               | 1,541             | 1,661             | 19                | 45                |
|                                   | 162-36110.000 Interest Income            | 1,650             | 1,317             | 1,291             | 1,299             | 868               |
| <b>163-MYERS PARK</b>             |                                          | <b>35,384</b>     | <b>156,541</b>    | <b>248,109</b>    | <b>5,578</b>      | <b>1,450</b>      |
|                                   | 163-32000.000 Stormwater Permit Fees     | 35,000            | 12,053            | 6,384             | 3,600             | -                 |
|                                   | 163-36110.000 Interest Income            | 384               | 242               | 525               | 1,978             | 1,450             |
|                                   | 163-39210.000 Sale of City Assets        | -                 | 144,246           | 241,200           | -                 | -                 |
| <b>164-JUDICIAL EDUCATION FU</b>  |                                          | <b>2,375</b>      | <b>2,022</b>      | <b>2,045</b>      | <b>1,916</b>      | <b>576</b>        |
|                                   | 164-34434.000 Court Cost Surcharge       | 2,375             | 2,022             | 2,045             | 1,916             | 576               |
| <b>175-Public Fac/Bond Fund</b>   |                                          | <b>-</b>          | <b>3,319</b>      | <b>3,974</b>      | <b>73,463</b>     | <b>72,322</b>     |
|                                   | 175-36110.000 Interest Income            | -                 | 3,319             | 3,974             | 73,463            | 72,322            |
| <b>221-ECONOMIC DEVELOPMENT</b>   |                                          | <b>44,125</b>     | <b>274,684</b>    | <b>215,814</b>    | <b>169,370</b>    | <b>130,672</b>    |
|                                   | 221-36110.000 Interest Income            | 5                 | 26                | 4                 | 6                 | 286               |
|                                   | 221-39101.000 PropertyTax Abatement      | 44,120            | 274,658           | 215,814           | 169,364           | 130,386           |
| <b>345-POWERS MUSEUM</b>          |                                          | <b>41,474</b>     | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          |
|                                   | 345-POWERS MUSEUM All Revenues           | 41,474            | -                 | -                 | -                 | -                 |
| <b>Grand Total</b>                |                                          | <b>10,058,496</b> | <b>10,469,245</b> | <b>10,744,305</b> | <b>11,002,037</b> | <b>11,182,171</b> |

Calculation uses financial data submitted by the City of Carthage, Missouri, and assumes that the data found therein is complete, audited where available, and representative of actual municipal revenue receipts.

## Exclusions by Account - Carthage Missouri

|                                      |                            | 2016 Total       | 2017 Total       | 2018 Total       | 2019 Total       | 2020 Total       |
|--------------------------------------|----------------------------|------------------|------------------|------------------|------------------|------------------|
| All Revenues                         |                            | 15,092,849       | 16,052,596       | 14,850,296       | 14,026,923       | 14,518,955       |
| Exclusions                           |                            | 5,034,353        | 5,583,351        | 4,105,992        | 3,024,886        | 3,336,784        |
| Included Revenues                    |                            | 10,058,496       | 10,469,245       | 10,744,305       | 11,002,037       | 11,182,171       |
| FUND AND ACCOUNT                     | Account Name               | 2016 Revenue     | 2017 Revenue     | 2018 Revenue     | 2019 Revenue     | 2020 Revenue     |
| <b>110-GENERAL REVENUE</b>           |                            | <b>2,273,280</b> | <b>2,010,514</b> | <b>2,343,080</b> | <b>2,477,799</b> | <b>2,492,916</b> |
| 110-31821.000                        | MGE Gas Service Franchise  | 186,164          | 184,339          | 211,963          | 224,328          | 211,903          |
| 110-33001.000                        | Carthage W&E/P.I.L.O.T.    | 492,313          | 502,831          | 534,978          | 559,547          | 559,700          |
| 110-33002.000                        | CW&EP Econ Dev Reimburseme | 59,860           | 41,895           | 47,110           | 59,038           | 49,026           |
| 110-33800.000                        | Dividend CW&EP/Utility Tra | 1,057,083        | 1,097,505        | 1,087,300        | 1,089,180        | 1,136,234        |
| 110-39100.000                        | Transfer from Other Funds  | 477,860          | 179,330          | 461,729          | 545,706          | 533,293          |
| 110-39601.000                        | FEMA Grant                 | -                | 4,614            | -                | -                | 2,760            |
| <b>124-CIVIC ENHANCEMENT</b>         |                            | <b>-</b>         | <b>-</b>         | <b>31,000</b>    | <b>-</b>         | <b>-</b>         |
| 124-39610.000                        | Donation Revenue           | -                | -                | 31,000           | -                | -                |
| <b>129-TIF &amp; CID SPECIAL TAX</b> |                            | <b>2,372</b>     | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| 129-39100.000                        | Transfer from Other Funds  | 2,372            | -                | -                | -                | -                |
| <b>142-GOLF COURSE</b>               |                            | <b>80,000</b>    | <b>-</b>         | <b>80,000</b>    | <b>80,000</b>    | <b>80,000</b>    |
| 142-39100.000                        | Transfer from Other Funds  | 80,000           | -                | 80,000           | 80,000           | 80,000           |
| <b>161-CAPITAL IMPROVEMENTS</b>      |                            | <b>20,699</b>    | <b>-</b>         | <b>822,974</b>   | <b>-</b>         | <b>77,127</b>    |
| 161-36636.000                        | Insurance Proceeds         | -                | -                | 822,974          | -                | 77,127           |
| 161-39601.000                        | FEMA Grant                 | 20,699           | -                | -                | -                | -                |
| <b>175-Public Fac/Bond Fund</b>      |                            | <b>1,952,602</b> | <b>3,084,000</b> | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| 175-38602.000                        | Bond Redemption            | 1,952,602        | 3,084,000        | -                | -                | -                |
| <b>221-ECONOMIC DEVELOPMENT</b>      |                            | <b>1,500</b>     | <b>1,500</b>     | <b>1,500</b>     | <b>1,500</b>     | <b>1,500</b>     |
| 221-39102.000                        | Administration Fees Reimb  | 1,500            | 1,500            | 1,500            | 1,500            | 1,500            |
| <b>343-LIBRARY OPERATING</b>         |                            | <b>703,901</b>   | <b>487,338</b>   | <b>827,438</b>   | <b>465,587</b>   | <b>685,240</b>   |
| 343-LIBRARY OPERATING                | All Revenues               | 703,901          | 487,338          | 827,438          | 465,587          | 685,240          |
| <b>Grand Total</b>                   |                            | <b>5,034,353</b> | <b>5,583,351</b> | <b>4,105,992</b> | <b>3,024,886</b> | <b>3,336,784</b> |

Calculation uses financial data submitted by the City of Carthage, Missouri, and assumes that the data found therein is complete, audited where available, and representative of actual municipal revenue receipts.

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**\$20,185,000**

**City of Carthage, Missouri**  
**General Obligation Bonds, Series 2022**  
**Road and Bridge Projects**

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**\$20,185,000**

City of Carthage, Missouri  
General Obligation Bonds, Series 2022  
Road and Bridge Projects

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**Sources & Uses**

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**Dated 12/01/2022 | Delivered 12/01/2022**

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**Sources Of Funds**

Par Amount of Bonds..... \$20,185,000.00

**Total Sources..... \$20,185,000.00**

**Uses Of Funds**

Deposit to Project Construction Fund..... 20,000,000.00

Total Underwriter's Discount (0.500%)..... 100,925.00

Costs of Issuance..... 80,000.00

Rounding Amount..... 4,075.00

**Total Uses..... \$20,185,000.00**

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**\$20,185,000**

**City of Carthage, Missouri**  
**General Obligation Bonds, Series 2022**  
**Road and Bridge Projects**

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**Debt Service Schedule**

| Date       | Principal       | Coupon | Interest       | Total P+I       |
|------------|-----------------|--------|----------------|-----------------|
| 11/15/2023 | 845,000.00      | 1.300% | 490,329.00     | 1,335,329.00    |
| 11/15/2024 | 830,000.00      | 1.400% | 502,150.00     | 1,332,150.00    |
| 11/15/2025 | 840,000.00      | 1.500% | 490,530.00     | 1,330,530.00    |
| 11/15/2026 | 855,000.00      | 1.650% | 477,930.00     | 1,332,930.00    |
| 11/15/2027 | 870,000.00      | 1.850% | 463,822.50     | 1,333,822.50    |
| 11/15/2028 | 885,000.00      | 2.050% | 447,727.50     | 1,332,727.50    |
| 11/15/2029 | 905,000.00      | 2.200% | 429,585.00     | 1,334,585.00    |
| 11/15/2030 | 925,000.00      | 2.300% | 409,675.00     | 1,334,675.00    |
| 11/15/2031 | 945,000.00      | 2.400% | 388,400.00     | 1,333,400.00    |
| 11/15/2032 | 965,000.00      | 2.600% | 365,720.00     | 1,330,720.00    |
| 11/15/2033 | 990,000.00      | 2.700% | 340,630.00     | 1,330,630.00    |
| 11/15/2034 | 1,020,000.00    | 2.750% | 313,900.00     | 1,333,900.00    |
| 11/15/2035 | 1,045,000.00    | 2.900% | 285,850.00     | 1,330,850.00    |
| 11/15/2036 | 1,080,000.00    | 2.950% | 255,545.00     | 1,335,545.00    |
| 11/15/2037 | 1,110,000.00    | 3.000% | 223,685.00     | 1,333,685.00    |
| 11/15/2038 | 1,145,000.00    | 3.000% | 190,385.00     | 1,335,385.00    |
| 11/15/2039 | 1,175,000.00    | 3.050% | 156,035.00     | 1,331,035.00    |
| 11/15/2040 | 1,215,000.00    | 3.150% | 120,197.50     | 1,335,197.50    |
| 11/15/2041 | 1,250,000.00    | 3.200% | 81,925.00      | 1,331,925.00    |
| 11/15/2042 | 1,290,000.00    | 3.250% | 41,925.00      | 1,331,925.00    |
| Total      | \$20,185,000.00 | -      | \$6,475,946.50 | \$26,660,946.50 |

**Yield Statistics**

|                                        |              |
|----------------------------------------|--------------|
| Bond Year Dollars.....                 | \$227,297.89 |
| Average Life.....                      | 11.261 Years |
| Average Coupon.....                    | 2.8491010%   |
| Net Interest Cost (NIC).....           | 2.8935031%   |
| True Interest Cost (TIC).....          | 2.8770275%   |
| Bond Yield for Arbitrage Purposes..... | 2.8232280%   |
| All Inclusive Cost (AIC).....          | 2.9199468%   |

**IRS Form 8038**

|                                |              |
|--------------------------------|--------------|
| Net Interest Cost.....         | 2.8491010%   |
| Weighted Average Maturity..... | 11.261 Years |

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**\$20,185,000**

**City of Carthage, Missouri**  
General Obligation Bonds, Series 2022  
Road and Bridge Projects

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**Disclosure**

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Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities.  
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## City of Carthage, MO

### Bond & Interest Fund Mill Levy Impact Analysis

General Obligation Bonds, Series 2022 (Road and Bridge Projects)

#### Scenario

\$20 million project amount

20 year term | Bonds Issued December 2022

December 8, 2021

| December 8, 2021 |               |                             |                       |                                 |                             |                       |                         |                         |                     |                        | \$125,000             |                               |
|------------------|---------------|-----------------------------|-----------------------|---------------------------------|-----------------------------|-----------------------|-------------------------|-------------------------|---------------------|------------------------|-----------------------|-------------------------------|
|                  |               | Fund<br>Balance<br>(July 1) | Assessed<br>Valuation | Assessed<br>Value<br>Reductions | Series 2022<br>Debt Service | Total Debt<br>Service | Other Fund<br>Revenue 1 | Other Fund<br>Revenue 2 | Net Debt<br>Service | Use of Fund<br>Balance | B&I Fund<br>Mill Levy | Average<br>Home Tax<br>Impact |
| Year             | Levy Assessed |                             |                       |                                 |                             |                       |                         |                         |                     |                        |                       |                               |
|                  | 2021          | -                           | 139,709,843           | -                               | -                           | -                     | -                       | -                       | -                   | -                      | -                     |                               |
|                  | 2022          | -                           | 139,709,843           | -                               | -                           | -                     | -                       | -                       | -                   | -                      | -                     |                               |
| 1                | 2023          | -                           | 139,709,843           | -                               | 1,335,329                   | 1,335,329             | -                       | -                       | 1,335,329           | -                      | 0.96                  | \$ 227.00                     |
| 2                | 2024          | -                           | 139,709,843           | -                               | 1,332,150                   | 1,332,150             | -                       | -                       | 1,332,150           | -                      | 0.95                  | \$ 226.46                     |
| 3                | 2025          | -                           | 139,709,843           | -                               | 1,330,530                   | 1,330,530             | -                       | -                       | 1,330,530           | -                      | 0.95                  | \$ 226.18                     |
| 4                | 2026          | -                           | 139,709,843           | -                               | 1,332,930                   | 1,332,930             | -                       | -                       | 1,332,930           | -                      | 0.95                  | \$ 226.59                     |
| 5                | 2027          | -                           | 139,709,843           | -                               | 1,333,823                   | 1,333,823             | -                       | -                       | 1,333,823           | -                      | 0.95                  | \$ 226.74                     |
| 6                | 2028          | -                           | 139,709,843           | -                               | 1,332,728                   | 1,332,728             | -                       | -                       | 1,332,728           | -                      | 0.95                  | \$ 226.56                     |
| 7                | 2029          | -                           | 139,709,843           | -                               | 1,334,585                   | 1,334,585             | -                       | -                       | 1,334,585           | -                      | 0.96                  | \$ 226.87                     |
| 8                | 2030          | -                           | 139,709,843           | -                               | 1,334,675                   | 1,334,675             | -                       | -                       | 1,334,675           | -                      | 0.96                  | \$ 226.89                     |
| 9                | 2031          | -                           | 139,709,843           | -                               | 1,333,400                   | 1,333,400             | -                       | -                       | 1,333,400           | -                      | 0.95                  | \$ 226.67                     |
| 10               | 2032          | -                           | 139,709,843           | -                               | 1,330,720                   | 1,330,720             | -                       | -                       | 1,330,720           | -                      | 0.95                  | \$ 226.22                     |
| 11               | 2033          | -                           | 139,709,843           | -                               | 1,330,630                   | 1,330,630             | -                       | -                       | 1,330,630           | -                      | 0.95                  | \$ 226.20                     |
| 12               | 2034          | -                           | 139,709,843           | -                               | 1,333,900                   | 1,333,900             | -                       | -                       | 1,333,900           | -                      | 0.95                  | \$ 226.76                     |
| 13               | 2035          | -                           | 139,709,843           | -                               | 1,330,850                   | 1,330,850             | -                       | -                       | 1,330,850           | -                      | 0.95                  | \$ 226.24                     |
| 14               | 2036          | -                           | 139,709,843           | -                               | 1,335,545                   | 1,335,545             | -                       | -                       | 1,335,545           | -                      | 0.96                  | \$ 227.04                     |
| 15               | 2037          | -                           | 139,709,843           | -                               | 1,333,685                   | 1,333,685             | -                       | -                       | 1,333,685           | -                      | 0.95                  | \$ 226.72                     |
| 16               | 2038          | -                           | 139,709,843           | -                               | 1,335,385                   | 1,335,385             | -                       | -                       | 1,335,385           | -                      | 0.96                  | \$ 227.01                     |
| 17               | 2039          | -                           | 139,709,843           | -                               | 1,331,035                   | 1,331,035             | -                       | -                       | 1,331,035           | -                      | 0.95                  | \$ 226.27                     |
| 18               | 2040          | -                           | 139,709,843           | -                               | 1,335,198                   | 1,335,198             | -                       | -                       | 1,335,198           | -                      | 0.96                  | \$ 226.98                     |
| 19               | 2041          | -                           | 139,709,843           | -                               | 1,331,925                   | 1,331,925             | -                       | -                       | 1,331,925           | -                      | 0.95                  | \$ 226.42                     |
| 20               | 2042          | -                           | 139,709,843           | -                               | 1,331,925                   | 1,331,925             | -                       | -                       | 1,331,925           | -                      | 0.95                  | \$ 226.42                     |
| Totals           |               |                             |                       |                                 | 26,660,947                  | 26,660,947            | -                       | -                       | 26,660,947          |                        |                       | \$ 226.61                     |

#### Assumptions

Assessed valuation annual growth

Other fund revenue 1 growth rate

Tax Collection Rate

Other fund revenue 2 growth rate

Fund Balance annual investment earnings

Average Home value

|           |
|-----------|
| 0%        |
| 0%        |
| 100%      |
| 0%        |
| 0%        |
| \$125,000 |

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**\$21,695,000**

**City of Carthage, Missouri**  
**Sales Tax Revenue Bonds, Series 2022**

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**\$21,695,000**

**City of Carthage, Missouri**  
**Sales Tax Revenue Bonds, Series 2022**

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**Sources & Uses**

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**Dated 12/01/2022 | Delivered 12/01/2022**

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**Sources Of Funds**

Par Amount of Bonds..... \$21,695,000.00

**Total Sources..... \$21,695,000.00**

**Uses Of Funds**

Deposit to Project Construction Fund..... 20,000,000.00

Deposit to Debt Service Reserve Fund (DSRF)..... 1,503,032.50

Total Underwriter's Discount (0.500%)..... 108,475.00

Costs of Issuance..... 80,000.00

Rounding Amount..... 3,492.50

**Total Uses..... \$21,695,000.00**

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**\$21,695,000**

**City of Carthage, Missouri**  
**Sales Tax Revenue Bonds, Series 2022**

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**Proof of Reserve Fund Requirement**

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| Date       | Principal       | Interest       | TOTAL P+I       |
|------------|-----------------|----------------|-----------------|
| 11/15/2023 | 865,000.00      | 634,082.78     | 1,499,082.78    |
| 11/15/2024 | 855,000.00      | 648,005.00     | 1,503,005.00    |
| 11/15/2025 | 870,000.00      | 631,760.00     | 1,501,760.00    |
| 11/15/2026 | 885,000.00      | 614,360.00     | 1,499,360.00    |
| 11/15/2027 | 905,000.00      | 595,332.50     | 1,500,332.50    |
| 11/15/2028 | 925,000.00      | 574,065.00     | 1,499,065.00    |
| 11/15/2029 | 950,000.00      | 550,477.50     | 1,500,477.50    |
| 11/15/2030 | 975,000.00      | 524,827.50     | 1,499,827.50    |
| 11/15/2031 | 1,005,000.00    | 497,527.50     | 1,502,527.50    |
| 11/15/2032 | 1,030,000.00    | 468,382.50     | 1,498,382.50    |
| 11/15/2033 | 1,065,000.00    | 436,452.50     | 1,501,452.50    |
| 11/15/2034 | 1,100,000.00    | 402,372.50     | 1,502,372.50    |
| 11/15/2035 | 1,135,000.00    | 366,622.50     | 1,501,622.50    |
| 11/15/2036 | 1,175,000.00    | 328,032.50     | 1,503,032.50    |
| 11/15/2037 | 1,215,000.00    | 287,495.00     | 1,502,495.00    |
| 11/15/2038 | 1,255,000.00    | 244,970.00     | 1,499,970.00    |
| 11/15/2039 | 1,300,000.00    | 201,045.00     | 1,501,045.00    |
| 11/15/2040 | 1,345,000.00    | 154,895.00     | 1,499,895.00    |
| 11/15/2041 | 1,395,000.00    | 105,802.50     | 1,500,802.50    |
| 11/15/2042 | 1,445,000.00    | 54,187.50      | 1,499,187.50    |
| Total      | \$21,695,000.00 | \$8,320,695.28 | \$30,015,695.28 |

**PROOF OF RESERVE FUND**

**MAXIMUM PERIODIC DEBT SERVICE**

100 % of the Maximum Periodic Debt Service..... 1,503,032.50

**AVERAGE PERIODIC DEBT SERVICE**

Total P+I..... 30,015,695.28

Bond Years (Delivery Date)..... 19.96

125 % of the Average Periodic Debt Service..... 1,880,159.09

**PERCENT OF PAR**

10 % of Par..... 2,169,500.00

**RESERVE REQUIREMENT**

Computed Requirement..... 1,503,032.50

Proof's Requirement..... 1,503,032.50

**\$21,695,000**

**City of Carthage, Missouri**  
**Sales Tax Revenue Bonds, Series 2022**

**NET DEBT SERVICE SCHEDULE**

| Date       | Principal       | Coupon | Interest       | Total P+I       | DSR            | Net New D/S     | Revenue         | Coverage   | Surpl's(Deficit) |
|------------|-----------------|--------|----------------|-----------------|----------------|-----------------|-----------------|------------|------------------|
| 11/15/2023 | 865,000.00      | 1.800% | 634,082.78     | 1,499,082.78    | -              | 1,499,082.78    | 2,040,000.00    | 1.3608321x | 540,917.22       |
| 11/15/2024 | 855,000.00      | 1.900% | 648,005.00     | 1,503,005.00    | -              | 1,503,005.00    | 2,040,000.00    | 1.3572809x | 536,995.00       |
| 11/15/2025 | 870,000.00      | 2.000% | 631,760.00     | 1,501,760.00    | -              | 1,501,760.00    | 2,040,000.00    | 1.3584061x | 538,240.00       |
| 11/15/2026 | 885,000.00      | 2.150% | 614,360.00     | 1,499,360.00    | -              | 1,499,360.00    | 2,040,000.00    | 1.3605805x | 540,640.00       |
| 11/15/2027 | 905,000.00      | 2.350% | 595,332.50     | 1,500,332.50    | -              | 1,500,332.50    | 2,040,000.00    | 1.3596986x | 539,667.50       |
| 11/15/2028 | 925,000.00      | 2.550% | 574,065.00     | 1,499,065.00    | -              | 1,499,065.00    | 2,040,000.00    | 1.3608483x | 540,935.00       |
| 11/15/2029 | 950,000.00      | 2.700% | 550,477.50     | 1,500,477.50    | -              | 1,500,477.50    | 2,040,000.00    | 1.3595672x | 539,522.50       |
| 11/15/2030 | 975,000.00      | 2.800% | 524,827.50     | 1,499,827.50    | -              | 1,499,827.50    | 2,040,000.00    | 1.3601564x | 540,172.50       |
| 11/15/2031 | 1,005,000.00    | 2.900% | 497,527.50     | 1,502,527.50    | -              | 1,502,527.50    | 2,040,000.00    | 1.3577123x | 537,472.50       |
| 11/15/2032 | 1,030,000.00    | 3.100% | 468,382.50     | 1,498,382.50    | -              | 1,498,382.50    | 2,040,000.00    | 1.3614681x | 541,617.50       |
| 11/15/2033 | 1,065,000.00    | 3.200% | 436,452.50     | 1,501,452.50    | -              | 1,501,452.50    | 2,040,000.00    | 1.3586843x | 538,547.50       |
| 11/15/2034 | 1,100,000.00    | 3.250% | 402,372.50     | 1,502,372.50    | -              | 1,502,372.50    | 2,040,000.00    | 1.3578523x | 537,627.50       |
| 11/15/2035 | 1,135,000.00    | 3.400% | 366,622.50     | 1,501,622.50    | -              | 1,501,622.50    | 2,040,000.00    | 1.3585305x | 538,377.50       |
| 11/15/2036 | 1,175,000.00    | 3.450% | 328,032.50     | 1,503,032.50    | -              | 1,503,032.50    | 2,040,000.00    | 1.3572561x | 536,967.50       |
| 11/15/2037 | 1,215,000.00    | 3.500% | 287,495.00     | 1,502,495.00    | -              | 1,502,495.00    | 2,040,000.00    | 1.3577416x | 537,505.00       |
| 11/15/2038 | 1,255,000.00    | 3.500% | 244,970.00     | 1,499,970.00    | -              | 1,499,970.00    | 2,040,000.00    | 1.3600272x | 540,030.00       |
| 11/15/2039 | 1,300,000.00    | 3.550% | 201,045.00     | 1,501,045.00    | -              | 1,501,045.00    | 2,040,000.00    | 1.3590532x | 538,955.00       |
| 11/15/2040 | 1,345,000.00    | 3.650% | 154,895.00     | 1,499,895.00    | -              | 1,499,895.00    | 2,040,000.00    | 1.3600952x | 540,105.00       |
| 11/15/2041 | 1,395,000.00    | 3.700% | 105,802.50     | 1,500,802.50    | -              | 1,500,802.50    | 2,040,000.00    | 1.3592728x | 539,197.50       |
| 11/15/2042 | 1,445,000.00    | 3.750% | 54,187.50      | 1,499,187.50    | (1,503,032.50) | 1,499,187.50    | 2,040,000.00    | 1.3607371x | 540,812.50       |
| Total      | \$21,695,000.00 | -      | \$8,320,695.28 | \$30,015,695.28 | (1,503,032.50) | \$30,015,695.28 | \$40,800,000.00 |            | \$10,784,304.72  |

**SIGNIFICANT DATES**

Dated..... 12/01/2022  
Delivery Date..... 12/01/2022  
First Coupon Date..... 5/15/2023

**Yield Statistics**

Bond Year Dollars..... \$247,770.78  
Average Life..... 11.421 Years  
Average Coupon..... 3.3582230%

Net Interest Cost (NIC)..... 3.4020034%  
True Interest Cost (TIC)..... 3.3835474%  
Bond Yield for Arbitrage Purposes..... 3.3286047%  
All Inclusive Cost (AIC)..... 3.4243223%

Net Interest Cost in Dollars..... 8,320,695.28  
Weighted Average Maturity..... 11.421 Years

Series 2022 1.5x coverage / SINGLE PURPOSE / 11/ 5/2021 / 8:56 AM

---

**\$21,695,000**

**City of Carthage, Missouri**  
Sales Tax Revenue Bonds, Series 2022

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**Disclosure**

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## Tom Short

---

**From:** Kaleko, Tom <Tom.Kaleko@bakertilly.com>  
**Sent:** Wednesday, December 8, 2021 12:52 PM  
**To:** Tom Short  
**Cc:** Ryan-Feldman, Jack  
**Subject:** RE: Road & Bridge Bonds  
**Attachments:** 2021-12-08 Carthage MO B&I Mill Levy Impact 2022 Rd & Bridge Bonds.xlsx

**CAUTION:** This email originated from outside of the organization. Verify all requests or information before clicking any links.

Tom,

The attached workbook calculates the bond issue tax impact for a house with a market value of \$125,000. You can calculate different home values by changing the "Average Home Value" at the bottom of the worksheet. For this simple analysis, I assumed no growth in the City's assessed value. This assumption can likewise be changed at the bottom of the worksheet. There are a number of other assumptions that we can play with should you want to dive deeper into this; but I assumed this was enough to get you started. As you will see, a bond issue of this size would have significant impact on the overall levy.

Happy to discuss.

Tom

Tom Kaleko  
Principal



Baker Tilly Municipal Advisors, LLC  
T: +1 (816) 333 7294 | M: +1 (816) 225 2900  
5440 West 110<sup>th</sup> Street, Suite 300 Overland Park, KS 66211  
[Tom.Kaleko@bakertilly.com](mailto:Tom.Kaleko@bakertilly.com) | [bakertilly.com](http://bakertilly.com)



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**From:** Tom Short <t.short@carthagemo.gov>  
**Sent:** Thursday, December 2, 2021 11:19 AM  
**To:** Kaleko, Tom <Tom.Kaleko@bakertilly.com>  
**Subject:** RE: Road & Bridge Bonds

## Tom Short

---

**From:** Kaleko, Tom <Tom.Kaleko@bakertilly.com>  
**Sent:** Tuesday, November 23, 2021 11:17 AM  
**To:** Tom Short  
**Cc:** Ryan-Feldman, Jack  
**Subject:** Road & Bridge Bonds  
**Attachments:** Carthage, MO 2022 Sales Tax Revenue Scenario 11.5.21.xlsx; Carthage, MO 2022 road and bridge projects scenario 11.5.21.xlsx

**CAUTION:** This email originated from outside of the organization. Verify all requests or information before clicking any links.

Tom,

My apologies, the surge in ARPA related work has been very time intensive and I let it distract me from your request for preliminary road/bridge amortizations. Here are the two scenarios you requested.

### Scenario 1: GO Bonds

Assumptions include;

- Tax-Exempt
- Non BQ
- Fund road and bridge projects
- \$20 million deposit to construction fund
- 20 year term
- Roughly equal annual debt service
- Dated December 1, 2022
- First interest payment May 15, 2023
- First principal payment November 15, 2023
- Rated A+
- Current interest rates plus 100 basis points to allow for market movement

The annual debt service for this scenario is around \$1.3 million.

### Scenario 2: Sales Tax Revenue Bonds

Same assumptions as Scenario 1, except:

- Sales tax coverage of 1.35x (meaning we need \$1.35 in revenue for each \$1.00 of debt service)
- Debt service reserve funded from bond proceeds
- Rated A
- Current interest rates plus 50 basis points to allow for market movement (more conservative since we feel the 1.35x coverage is already a pretty conservative assumption)

The annual debt service for this scenario averages approximately \$1.5 million – necessitating annual sales tax revenues of just over \$2.0 million. Keep in mind that we'd need the sales tax to be in place for the 20-year term. I don't recall whether the sales tax to be used would be in place that long. Will it?

As we discussed, we'd need voter approval to issue either GO or Sales Tax Revenue Bonds.

Please contact me with questions.

Thanks.

Tom

**Tom Kaleko**  
**Principal**



Baker Tilly Municipal Advisors, LLC  
T: +1 (816) 333 7294 | M: +1 (816) 225 2900  
5440 West 110<sup>th</sup> Street, Suite 300 Overland Park, KS 66211  
[Tom.Kaleko@bakertilly.com](mailto:Tom.Kaleko@bakertilly.com) | [bakertilly.com](http://bakertilly.com)



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# DRAFT Fiscal 2022 - 2023 Budget Calendar

**2022**

## January

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

## February

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 |    |    |    |    |    |

## March

| Su | Mo | Tu | We           | Th | Fr | Sa |
|----|----|----|--------------|----|----|----|
|    |    | 1  | 2            | 3  | 4  | 5  |
| 6  | 7  | 8  | 9            | 10 | 11 | 12 |
| 13 | 14 | 15 | 16           | 17 | 18 | 19 |
| 20 | 21 | 22 | SPRING BREAK | 24 | 25 | 26 |
| 27 | 28 | 29 | 30           | 31 |    |    |

## April

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

## May

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

## June

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |    |    |

**Date:**

**Day:**

**Action:**

Jan. 10, 2022

MON

Schld BW&M Cmte. mtg. discuss current budget status, and distribute 5yr. CIP forms to departments. **Begin revenue estimates Fiscal 2023 Budget.**

Feb. 08, 2022

TUE

Schl. Council meeting

Feb. 14, 2022

MON

BW&M. Cmmte. / Council, Goals Work Session discuss/establish goals/objectives & policies

Feb. 18, 2022

FRI

Five-year Capital requests due in to CA

Feb. 28, 2022

MON

**Distribute electronic budgets to Departments and requests to Agencies**

Mar. 08, 2022

TUE

Schl. Council meeting

Mar. 14, 2022

MON

Schl. Bgt. Cmte. review & discuss 5yr. CIP

March 18, 2022

FRI

**All budget requests due in to CA/ Rev Est cmpt.**

Mar. 21-25, 2022

MON-FRI

--- Carthage R-9 Spring Break ---

Mar 28-30, 2022

WED-FRI

Department meetings with CA/Chair/Mayor

Apr. 05, 2022

TUE

City election

April 11, 2022

MON

Scheduled Bdgt. Committee mtg.

Apr 11-15, 2022

MON-FRI

**Develop Draft FY 2023 Budget**

April 25, 2022

MON

Budget Cmte. mtgs. with Agencies

April 26, 2022

TUE

Council meeting

Apr 27, 2022

WED

Budget Cmte. mtgs. with Departments

Apr 28, 2022

THU

Budget Cmte. mtgs. with CW&EP and begin perfection

May 09, 2022

MON

Schl. Budget Cmte. perfection of Bdgt.

May 10, 2022

TUE

Council meeting

May 24, 2022

TUE

Council meeting

**Print final budget**

June 10, 2022

FRI

Dist. of final budget document

June 13, 2022

MON

Schl. Budget Committee meeting

June 14, 2022

TUE

First reading of Fiscal 2023 Budget

June 28, 2022

TUE

Second reading of Fiscal 2023 Budget

Scheduled City Council meeting

Scheduled BW&M Committee meeting

## REQUEST FOR COUNCIL BILL

I request a council bill be drafted to accomplish the following:

Amending the 2021 – 2022 Annual Operating and Capital Budget for the City of Carthage.

Date: \_\_\_\_\_

/s/ Tom Short  
Signature

This request was referred to the **Budget Ways & Means Committee** for their recommendation.

Date: \_\_\_\_\_

\_\_\_\_\_  
Mayor

The **Budget Ways & Means Committee** has voted in favor of / against sponsoring the above council bill.

Date: \_\_\_\_\_

/s/  
Committee Chairperson

The attached council bill has been prepared in accordance with the above request and is ready to be included on the agenda of the next council meeting. I have sent copies to the various departments listed below.

Date: \_\_\_\_\_

\_\_\_\_\_  
City Attorney

|        |       |             |       |
|--------|-------|-------------|-------|
| Street | _____ | CWEP        | _____ |
| Police | _____ | Parks       | _____ |
| Fire   | _____ | City Admin. | _____ |
| Eng.   | _____ |             |       |

COUNCIL BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE FOR FISCAL YEAR 2021–2022 FOR SPECIFIED FUNDS (CIVIC ENHANCEMENT, MYERS PARK & PUBLIC FACILITIES FUND).**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI** as follows:

**SECTION I:** The City of Carthage’s 2021 – 2022 Annual Operating and Capital Budget for the **Civic Enhancement Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- a.) Central Park Gardens;** \$1,000, for irrigation supplies to upgrade and re-do gardens in preparation of spring;
- b.) Parks in General,** \$2,000, for beautification of entrances to parks, and the square plantings;
- c.) Roundabout Maintenance,** \$3,000, for to begin irrigation work needed for upcoming maintenance in the spring for Fairlawn Roundabout;
- d.) Skate park Carryover,** \$2,500, for enhancements and maintenance in conjunction with user groups of the Skate park; and
- e.) Walmart funds,** \$1,006.87 for upgrades to bathrooms in the golf course clubhouse.

All amounts are within the balances, per the sub-ledger for the above referenced accounts.

**SECTION II: Myers Park Fund;** The City of Carthage’s 2021 - 2022 Myers Park Fund Budget is hereby amended to reflect a supplemental appropriation in an amount not to exceed \$349,563 to the Transfer from Other Funds line item, for a supplemental appropriation to the Capital Outlay line item for the Garrison Ave. Construction Project – Fairlawn to Airport - from a transfer from the Public Facilities Fund.

**SECTION III: Public Facilities Fund;** The City of Carthage’s 2020 - 2021 Budget for the Public Facilities Fund is hereby amended to reflect supplemental appropriations not to exceed \$349,563 to the Transfer to Other Funds line item (to the Myers Park Fund for construction of the Garrison Ave. Construction Project); and an amount not to exceed \$126,214 for the Capital Projects line item (for change orders for the Hazel Street improvement project) from the unassigned fund balance.

**SECTION IV:** This ordinance shall take effect and be in force from and after its passage and approval.

**PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

**ATTEST:**

\_\_\_\_\_  
**Dan Rife, Mayor**

\_\_\_\_\_  
**Traci Cox, City Clerk**



## Missouri Rural Services Workers' Compensation Insurance Trust

1913 Southridge Drive, P.O. Box 104268 Jefferson City, MO 65110-4268 Telephone (573) 635-9300  
FAX (573) 635-7645

December 15, 2021

Tom Short  
City Administrator  
City of Carthage  
326 S. Grant  
Carthage, MO 64836

Re: 12/01/21 Performance Review

Dear Tom,

The purpose of this letter is to provide you with information regarding the city's workers' compensation performance while a member of Missouri Rural Services Workers' Compensation Insurance Trust.

Please find enclosed the 12/01/21 valued performance exhibits, which provide a year-by-year analysis of the components that drive the city's workers' compensation cost. You will note that for the twenty-nine years the city has been in the Trust, it has experienced ten adverse years. This ratio (1/2.9) is below Trust's stated objective of no more than one adverse year in five. Unfortunately for the city, three of these adverse years have occurred consecutively since 4/1/18-19. As a result, I would expect the city's experience mod to increase next year to approximately 1.12, with a corresponding increase in premium.

The entity's aggregate loss ratio since joining the trust is 54.9%. The city's current mod increased to .99, compared to last year's mod of .84. The city's average rate increased slightly to 3.85%, compared to last year's rate of 3.27%.

As you will note from the attached materials, the city has earned an estimated dividend return of \$333,268 since joining the Trust. This amount reflects a return of approximately 10.53% of its premium over this time frame. Dividends are not earned for adverse years.

Find attached copies of the following loss analysis information:

- A. Year-by-year performance review
- B. Historical dividend results
- C. Statistical Analysis of claims occurring 4/1/15-present
- D. List of repeat claimants.

I hope this information will assist you with your current risk management activities. As we discussed during our meeting, I will contact Mike Miller in the near future and discuss with him the Trust's safety related materials and training programs.

If you have any questions, please call me at 816-868-1804 or e-mail me at [rvanness@cjfig.com](mailto:rvanness@cjfig.com).

Sincerely,

A handwritten signature in black ink that reads "Russ Van Ness". The signature is written in a cursive, flowing style.

Russ Van Ness  
Vice President Safety and Loss Control  
Cowell, James, Forge Insurance Group

The above recommendations relate to representative hazards identified during my visit. This list is not intended to be an inclusive outline of all hazards to which your employees may be exposed. Rather, it is designed to identify representative types of hazards present in order to assist in eliminating these unsafe conditions, which may cause employee injury.



# MISSOURI RURAL SERVICES W/C INS TRUST



## Claim Grid

Claims where Date Of Loss between 4/1/2014 and 12/31/2199 11:59 PM and Claim Status is Closed or Open As Of 12/15/2021 and Policy Holder is one of CARTHAGE, CITY OF - 7290079 and Claims per Person is 3 or more

Created: 12/15/2021 12:49:13 PM

| # Claims | Total Paid  | Outstanding Reserve | Third Party Recovery | Total Incurred | Carrier Reimbursement | Net Incurred |
|----------|-------------|---------------------|----------------------|----------------|-----------------------|--------------|
| 18       | \$83,992.20 | \$3,167.29          | \$0.00               | \$87,159.49    | \$0.00                | \$87,159.49  |
|          |             |                     |                      |                |                       |              |

| Covg | Name             | Soc Sec #   | Date of Loss | Claim #      | Claim Entry Date | Date Closed | Status | Type | Total Paid  | Outstanding Reserve | Total Incurred | Policy Holder Name |
|------|------------------|-------------|--------------|--------------|------------------|-------------|--------|------|-------------|---------------------|----------------|--------------------|
| WC   | Browder, John    | XXX-XX-7758 | 9/25/2017    | 17729F312172 | 9/29/2017        | 2/28/2018   | Closed | Med  | \$3,134.76  | \$0.00              | \$3,134.76     | CARTHAGE, CITY OF  |
| WC   | Browder, John    | XXX-XX-7758 | 11/15/2018   | 18729F798525 | 11/16/2018       | 4/9/2020    | Closed | Med  | \$4,724.59  | \$0.00              | \$4,724.59     | CARTHAGE, CITY OF  |
| WC   | Browder, John    | XXX-XX-7758 | 5/20/2016    | 16729G749815 | 5/20/2016        | 6/20/2016   | Closed | Med  | \$2,591.37  | \$0.00              | \$2,591.37     | CARTHAGE, CITY OF  |
| WC   | Holman, Jennifer | XXX-XX-8801 | 7/22/2014    | 14729E378066 | 7/30/2014        | 12/29/2015  | Closed | Ind  | \$39,401.80 | \$0.00              | \$39,401.80    | CARTHAGE, CITY OF  |
| WC   | Holman, Jennifer | XXX-XX-8801 | 1/15/2019    | 19729F844093 | 1/16/2019        | 4/3/2019    | Closed | Med  | \$1,568.98  | \$0.00              | \$1,568.98     | CARTHAGE, CITY OF  |
| WC   | Holman, Jennifer | XXX-XX-8801 | 3/12/2019    | 19729F914706 | 3/12/2019        | 6/7/2019    | Closed | Med  | \$6,073.12  | \$0.00              | \$6,073.12     | CARTHAGE, CITY OF  |
| WC   | Holman, Jennifer | XXX-XX-8801 | 7/11/2020    | 20729J325417 | 7/13/2020        | 2/11/2021   | Closed | Med  | \$5,954.55  | \$0.00              | \$5,954.55     | CARTHAGE, CITY OF  |
| WC   | Holman, Jennifer | XXX-XX-8801 | 4/7/2021     | 21729J557176 | 4/7/2021         | 6/9/2021    | Closed | Med  | \$747.05    | \$0.00              | \$747.05       | CARTHAGE, CITY OF  |
| WC   | Holman, Jennifer | XXX-XX-8801 | 9/24/2021    | 21729J897775 | 9/24/2021        |             | Open   | Med  | \$682.71    | \$3,167.29          | \$3,850.00     | CARTHAGE, CITY OF  |
| WC   | Powell, Kimberly | XXX-XX-7452 | 9/8/2020     | 20729J385070 | 9/18/2020        | 11/22/2020  | Closed | Med  | \$12,603.70 | \$0.00              | \$12,603.70    | CARTHAGE, CITY OF  |
| WC   | Powell, Kimberly | XXX-XX-7452 | 1/15/2021    | 21729J491759 | 1/19/2021        | 3/13/2021   | Closed | Med  | \$813.88    | \$0.00              | \$813.88       | CARTHAGE, CITY OF  |
| WC   | Powell, Kimberly | XXX-XX-7452 | 2/18/2021    | 21729J519954 | 2/19/2021        | 4/22/2021   | Closed | Med  | \$839.92    | \$0.00              | \$839.92       | CARTHAGE, CITY OF  |
| WC   | Salinas, Elias   | XXX-XX-6032 | 12/5/2014    | 14729E593893 | 12/12/2014       | 11/24/2015  | Closed | Med  | \$1,365.78  | \$0.00              | \$1,365.78     | CARTHAGE, CITY OF  |
| WC   | Salinas, Elias   | XXX-XX-6032 | 10/21/2017   | 17729F338763 | 10/25/2017       | 1/16/2018   | Closed | Med  | \$1,133.92  | \$0.00              | \$1,133.92     | CARTHAGE, CITY OF  |
| WC   | Salinas, Elias   | XXX-XX-6032 | 4/21/2016    | 16729G716692 | 4/26/2016        | 10/8/2016   | Closed | Med  | \$1,932.96  | \$0.00              | \$1,932.96     | CARTHAGE, CITY OF  |
| WC   | Wieberg, Kathryn | XXX-XX-5942 | 7/12/2017    | 17729F212589 | 7/14/2017        | 5/10/2018   | Closed | Inc  | \$10.00     | \$0.00              | \$10.00        | CARTHAGE, CITY OF  |
| WC   | Wieberg, Kathryn | XXX-XX-5942 | 8/31/2016    | 16729G858976 | 9/15/2016        | 12/30/2016  | Closed | Med  | \$209.19    | \$0.00              | \$209.19       | CARTHAGE, CITY OF  |
| WC   | Wieberg, Kathryn | XXX-XX-5942 | 10/3/2016    | 16729G881053 | 10/13/2016       | 12/30/2016  | Closed | Med  | \$203.92    | \$0.00              | \$203.92       | CARTHAGE, CITY OF  |
|      |                  |             |              |              |                  |             |        |      |             |                     |                |                    |

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# MISSOURI RURAL SERVICES W/C INS TRUST

Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

**As Of Date:** 11/30/2021 12:00:00 AM

| Claimant                    | Date of Loss | Ind TTD Reserves | Ind PPD Total Incurred | Medical Total Incurred | Total Incurred | Outstanding Reserves |
|-----------------------------|--------------|------------------|------------------------|------------------------|----------------|----------------------|
| Cause Detail                | Date Closed  | Ind TTD Paid     | Ind PPD Paid           | Medical Paid           | Total Paid     | Third Party Recovery |
| Butler, Justin              | 4/7/2015     | \$0.00           | \$0.00                 | \$4,344.13             | \$4,831.44     | \$0.00               |
| STEPPING ON SHARP OBJECT    | 10/2/2015    | \$0.00           | \$0.00                 | \$4,344.13             | \$4,831.44     | \$0.00               |
| Dickey, Douglas             | 4/25/2015    | \$0.00           | \$0.00                 | \$0.00                 | \$10.00        | \$0.00               |
| SPRAIN/STRAIN               | 10/29/2015   | \$0.00           | \$0.00                 | \$0.00                 | \$10.00        | \$0.00               |
| Norman, Steven              | 5/13/2015    | \$0.00           | \$0.00                 | \$1,649.48             | \$1,678.75     | \$0.00               |
| BODY REACTION               | 9/11/2015    | \$0.00           | \$0.00                 | \$1,649.48             | \$1,678.75     | \$0.00               |
| MACY, JORDAN                | 6/5/2015     | \$0.00           | \$0.00                 | \$1,454.64             | \$1,615.27     | \$0.00               |
| OVEREXERTION                | 9/30/2015    | \$0.00           | \$0.00                 | \$1,454.64             | \$1,615.27     | \$0.00               |
| Ray, Zachary                | 7/12/2015    | \$0.00           | \$0.00                 | \$339.15               | \$403.57       | \$0.00               |
| INFECTIOUS DISEASE          | 2/3/2016     | \$0.00           | \$0.00                 | \$339.15               | \$403.57       | \$0.00               |
| Sprouse, Alfred             | 7/30/2015    | \$0.00           | \$0.00                 | \$208.88               | \$264.34       | \$0.00               |
| INSECT                      | 9/3/2015     | \$0.00           | \$0.00                 | \$208.88               | \$264.34       | \$0.00               |
| Selman, Janell              | 3/21/2017    | \$0.00           | \$0.00                 | \$347.44               | \$406.35       | \$0.00               |
| MOTOR VEHICLE-REARENDED     | 7/7/2017     | \$0.00           | \$0.00                 | \$347.44               | \$406.35       | \$0.00               |
| Bisbee, Michael             | 4/15/2017    | \$0.00           | \$0.00                 | \$2,139.04             | \$2,152.16     | \$0.00               |
| BENDING                     | 7/24/2017    | \$0.00           | \$0.00                 | \$2,139.04             | \$2,152.16     | \$0.00               |
| Lewis, Curtis               | 4/25/2017    | \$0.00           | \$0.00                 | \$656.66               | \$713.20       | \$0.00               |
| TWISTED                     | 12/22/2017   | \$0.00           | \$0.00                 | \$656.66               | \$713.20       | \$0.00               |
| Dininger, Chad              | 4/26/2017    | \$0.00           | \$0.00                 | \$329.16               | \$361.81       | \$0.00               |
| PERSON IN ACT OF A CRIME    | 10/31/2017   | \$0.00           | \$0.00                 | \$329.16               | \$361.81       | \$0.00               |
| Wieberg, Kathryn            | 7/12/2017    | \$0.00           | \$0.00                 | \$0.00                 | \$10.00        | \$0.00               |
| BITE                        | 5/10/2018    | \$0.00           | \$0.00                 | \$0.00                 | \$10.00        | \$0.00               |
| Frieheit, Brandon           | 7/19/2017    | \$0.00           | \$0.00                 | \$914.84               | \$996.43       | \$0.00               |
| LIFTING                     | 1/16/2018    | \$0.00           | \$0.00                 | \$914.84               | \$996.43       | \$0.00               |
| Browder, John               | 9/25/2017    | \$0.00           | \$0.00                 | \$3,111.58             | \$3,134.76     | \$0.00               |
| STRAIN OR INJURY BY LIFTING | 2/28/2018    | \$0.00           | \$0.00                 | \$3,111.58             | \$3,134.76     | \$0.00               |
| Mora, Netisha               | 10/10/2017   | \$0.00           | \$0.00                 | \$1,980.24             | \$2,098.56     | \$0.00               |
| STUCK/PUNCTURED BY          | 7/13/2018    | \$0.00           | \$0.00                 | \$1,980.24             | \$2,098.56     | \$0.00               |
| Blankenship, Adam           | 10/6/2017    | \$0.00           | \$0.00                 | \$4,128.45             | \$4,422.58     | \$0.00               |
| Standing/Walking/Running    | 6/13/2018    | \$0.00           | \$0.00                 | \$4,128.45             | \$4,422.58     | \$0.00               |
| Woody, James                | 8/19/2017    | \$0.00           | \$0.00                 | \$282.64               | \$309.71       | \$0.00               |



# MISSOURI RURAL SERVICES W/C INS TRUST

Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

**As Of Date:** 11/30/2021 12:00:00 AM

| Claimant                          | Date of Loss | Ind TTD Reserves | Ind PPD Total Incurred | Medical Total Incurred | Total Incurred | Outstanding Reserves |
|-----------------------------------|--------------|------------------|------------------------|------------------------|----------------|----------------------|
| Cause Detail                      | Date Closed  | Ind TTD Paid     | Ind PPD Paid           | Medical Paid           | Total Paid     | Third Party Recovery |
| CONTAGIOUS DISEASE                | 3/29/2018    | \$0.00           | \$0.00                 | \$282.64               | \$309.71       | \$0.00               |
| Salinas, Elias                    | 10/21/2017   | \$0.00           | \$0.00                 | \$1,051.55             | \$1,133.92     | \$0.00               |
| Standing/Walking/Running          | 1/16/2018    | \$0.00           | \$0.00                 | \$1,051.55             | \$1,133.92     | \$0.00               |
| Theis, Adam                       | 12/10/2017   | \$0.00           | \$0.00                 | \$1,477.90             | \$2,800.90     | \$0.00               |
| CAUGHT IN UNDER OR<br>BETWEEN NOC | 4/20/2018    | \$0.00           | \$0.00                 | \$1,477.90             | \$2,800.90     | \$0.00               |
| Maples, William                   | 12/15/2017   | \$0.00           | \$0.00                 | \$4,943.54             | \$5,295.62     | \$0.00               |
| USING TOOL OR<br>MACHINERY        | 7/9/2018     | \$0.00           | \$0.00                 | \$4,943.54             | \$5,295.62     | \$0.00               |
| Cantwell, Daniel                  | 3/17/2018    | \$0.00           | \$0.00                 | \$5,308.32             | \$5,682.27     | \$0.00               |
| LIFTING                           | 6/20/2018    | \$0.00           | \$0.00                 | \$5,308.32             | \$5,682.27     | \$0.00               |
| Wofford, Timothy                  | 3/23/2018    | \$0.00           | \$0.00                 | \$854.06               | \$922.84       | \$0.00               |
| STRUCK BY                         | 7/13/2018    | \$0.00           | \$0.00                 | \$854.06               | \$922.84       | \$0.00               |
| Hency, Samuel                     | 3/28/2018    | \$0.00           | \$0.00                 | \$2,756.54             | \$2,959.98     | \$0.00               |
| TRANSFERRING                      | 7/16/2018    | \$0.00           | \$0.00                 | \$2,756.54             | \$2,959.98     | \$0.00               |
| Winstead, Levi                    | 3/29/2018    | \$0.00           | \$505.86               | \$1,158.00             | \$3,786.98     | \$0.00               |
| ANIMAL                            | 4/10/2019    | \$0.00           | \$505.86               | \$1,158.00             | \$3,786.98     | \$0.00               |
| Kmick, Aaron                      | 5/3/2018     | \$0.00           | \$0.00                 | \$419.26               | \$458.12       | \$0.00               |
| ASSAULT                           | 11/30/2018   | \$0.00           | \$0.00                 | \$419.26               | \$458.12       | \$0.00               |
| Greenstreet, Michael              | 5/13/2018    | \$0.00           | \$0.00                 | \$747.50               | \$757.50       | \$0.00               |
| BITE                              | 7/16/2018    | \$0.00           | \$0.00                 | \$747.50               | \$757.50       | \$0.00               |
| Fasano, Mathew                    | 7/8/2018     | \$0.00           | \$0.00                 | \$1,636.79             | \$1,670.60     | \$0.00               |
| BENDING                           | 1/8/2019     | \$0.00           | \$0.00                 | \$1,636.79             | \$1,670.60     | \$0.00               |
| Pinnell, Jeffrey                  | 7/30/2018    | \$0.00           | \$0.00                 | \$605.62               | \$657.29       | \$0.00               |
| NEEDLESTICK                       | 2/28/2019    | \$0.00           | \$0.00                 | \$605.62               | \$657.29       | \$0.00               |
| Wicks, Marcus                     | 8/3/2018     | \$0.00           | \$0.00                 | \$4,008.20             | \$4,084.45     | \$0.00               |
| FALL SAME LEVEL                   | 1/9/2019     | \$0.00           | \$0.00                 | \$4,008.20             | \$4,084.45     | \$0.00               |
| Wolfe, Heather                    | 8/23/2018    | \$0.00           | \$0.00                 | \$419.26               | \$458.12       | \$0.00               |
| HUMAN                             | 9/24/2018    | \$0.00           | \$0.00                 | \$419.26               | \$458.12       | \$0.00               |
| Wolfe, Heather                    | 9/3/2018     | \$0.00           | \$0.00                 | \$6,300.94             | \$6,723.35     | \$0.00               |
| HUMAN                             | 4/15/2019    | \$0.00           | \$0.00                 | \$6,300.94             | \$6,723.35     | \$0.00               |
| Walker, Brandon                   | 10/31/2018   | \$0.00           | \$0.00                 | \$1,376.65             | \$1,481.95     | \$0.00               |
| HUMAN                             | 2/28/2019    | \$0.00           | \$0.00                 | \$1,376.65             | \$1,481.95     | \$0.00               |



# MISSOURI RURAL SERVICES W/C INS TRUST

Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

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| Claimant                          | Date of Loss | Ind TTD Reserves | Ind PPD Total Incurred | Medical Total Incurred | Total Incurred | Outstanding Reserves |
|-----------------------------------|--------------|------------------|------------------------|------------------------|----------------|----------------------|
| Cause Detail                      | Date Closed  | Ind TTD Paid     | Ind PPD Paid           | Medical Paid           | Total Paid     | Third Party Recovery |
| Browder, John                     | 11/15/2018   | \$0.00           | \$0.00                 | \$4,335.00             | \$4,724.59     | \$0.00               |
| FROM LADDER OR<br>SCAFFOLDING     | 4/9/2020     | \$0.00           | \$0.00                 | \$4,335.00             | \$4,724.59     | \$0.00               |
| Pinnell, Jeff                     | 12/10/2018   | \$0.00           | \$0.00                 | \$325.34               | \$367.74       | \$0.00               |
| SHARP OBJECT/OTHER                | 4/11/2019    | \$0.00           | \$0.00                 | \$325.34               | \$367.74       | \$0.00               |
| Lown, Robert                      | 12/25/2018   | \$2,757.66       | \$11,582.16            | \$48,000.00            | \$87,385.54    | \$45,791.39          |
| Standing/Walking/Running          |              | \$3,033.42       | \$0.00                 | \$25,319.23            | \$41,594.15    | \$0.00               |
| Holman, Jennifer                  | 1/15/2019    | \$0.00           | \$0.00                 | \$1,453.89             | \$1,568.98     | \$0.00               |
| CAUGHT IN UNDER OR<br>BETWEEN NOC | 4/3/2019     | \$0.00           | \$0.00                 | \$1,453.89             | \$1,568.98     | \$0.00               |
| Bolt, Rian                        | 10/24/2018   | \$0.00           | \$0.00                 | \$1,225.40             | \$1,330.66     | \$0.00               |
| STRUGGLE/RESISTING<br>ARREST      | 3/15/2019    | \$0.00           | \$0.00                 | \$1,225.40             | \$1,330.66     | \$0.00               |
| Henson, Brett                     | 2/19/2019    | \$0.00           | \$0.00                 | \$1,480.70             | \$1,602.62     | \$0.00               |
| FOREIGN MATTER(BODY)<br>IN EYE(S) | 4/9/2019     | \$0.00           | \$0.00                 | \$1,480.70             | \$1,602.62     | \$0.00               |
| Holman, Jennifer                  | 3/12/2019    | \$0.00           | \$0.00                 | \$5,663.30             | \$6,073.12     | \$0.00               |
| SLIP/TRIP/FALL                    | 6/7/2019     | \$0.00           | \$0.00                 | \$5,663.30             | \$6,073.12     | \$0.00               |
| Fries, Jeffrey                    | 12/17/2018   | \$0.00           | \$0.00                 | \$496.40               | \$550.56       | \$0.00               |
| STRUGGLE/RESISTING<br>ARREST      | 5/29/2019    | \$0.00           | \$0.00                 | \$496.40               | \$550.56       | \$0.00               |
| Dininger, Chad                    | 4/30/2019    | \$0.00           | \$10,632.04            | \$20,859.90            | \$37,722.35    | \$0.00               |
| LIFTING                           | 2/28/2021    | \$1,170.72       | \$10,632.04            | \$20,859.90            | \$37,722.35    | \$0.00               |
| Sanders, Bobby                    | 5/20/2019    | \$0.00           | \$0.00                 | \$6,338.96             | \$6,785.90     | \$0.00               |
| STRAIN OR INJURY BY<br>TWISTING   | 10/25/2019   | \$0.00           | \$0.00                 | \$6,338.96             | \$6,785.90     | \$0.00               |
| Cantwell, Daniel                  | 6/4/2019     | \$0.00           | \$0.00                 | \$416.92               | \$465.62       | \$0.00               |
| PUSHING OR PULLING                | 7/30/2019    | \$0.00           | \$0.00                 | \$416.92               | \$465.62       | \$0.00               |
| Wicks, Marcus                     | 6/19/2019    | \$0.00           | \$9,377.58             | \$26,876.81            | \$42,807.38    | \$0.00               |
| STRUGGLE/RESISTING<br>ARREST      | 4/28/2020    | \$0.00           | \$9,377.58             | \$26,876.81            | \$42,807.38    | \$0.00               |
| Woody, James                      | 9/9/2015     | \$0.00           | \$0.00                 | \$2,292.53             | \$2,569.44     | \$0.00               |
| Standing/Walking/Running          | 12/10/2015   | \$0.00           | \$0.00                 | \$2,292.53             | \$2,569.44     | \$0.00               |
| Ray, Zachary                      | 9/6/2015     | \$0.00           | \$0.00                 | \$339.49               | \$378.54       | \$0.00               |
| SPRAIN/STRAIN                     | 2/3/2016     | \$0.00           | \$0.00                 | \$339.49               | \$378.54       | \$0.00               |
| Thomas, Ricky                     | 9/11/2015    | \$0.00           | \$0.00                 | \$1,861.88             | \$1,959.10     | \$0.00               |
| FOREIGN MATTER(BODY)<br>IN EYE(S) | 6/17/2016    | \$0.00           | \$0.00                 | \$1,861.88             | \$1,959.10     | \$0.00               |
| Perry, Christopher                | 12/1/2015    | \$0.00           | \$7,273.60             | \$12,259.82            | \$22,797.30    | \$0.00               |



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Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

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| Claimant                       | Date of Loss | Ind TTD Reserves | Ind PPD Total Incurred | Medical Total Incurred | Total Incurred | Outstanding Reserves |
|--------------------------------|--------------|------------------|------------------------|------------------------|----------------|----------------------|
| Cause Detail                   | Date Closed  | Ind TTD Paid     | Ind PPD Paid           | Medical Paid           | Total Paid     | Third Party Recovery |
| Standing/Walking/Running       | 5/16/2017    | \$909.20         | \$7,273.60             | \$12,259.82            | \$22,797.30    | \$0.00               |
| Gerstner, Brady                | 1/31/2016    | \$0.00           | \$0.00                 | \$0.00                 | \$0.00         | \$0.00               |
| LIFTING                        | 2/3/2016     | \$0.00           | \$0.00                 | \$0.00                 | \$0.00         | \$0.00               |
| Frieheit, Brandon              | 3/2/2016     | \$0.00           | \$0.00                 | \$296.87               | \$327.30       | \$0.00               |
| STEPPING ON SHARP OBJECT       | 5/20/2016    | \$0.00           | \$0.00                 | \$296.87               | \$327.30       | \$0.00               |
| Tandy, Chad                    | 3/5/2016     | \$0.00           | \$0.00                 | \$1,599.80             | \$2,803.25     | \$0.00               |
| SLIPPED DID NOT FALL           | 6/3/2016     | \$992.62         | \$0.00                 | \$1,599.80             | \$2,803.25     | \$0.00               |
| NORMAN, STEVEN                 | 3/11/2016    | \$0.00           | \$0.00                 | \$886.00               | \$956.58       | \$0.00               |
| STATIONARY OBJECT              | 4/29/2016    | \$0.00           | \$0.00                 | \$886.00               | \$956.58       | \$0.00               |
| Pinnell, Charlotte             | 3/17/2016    | \$0.00           | \$0.00                 | \$916.67               | \$989.01       | \$0.00               |
| STRUGGLE/RESISTING ARREST      | 6/16/2016    | \$0.00           | \$0.00                 | \$916.67               | \$989.01       | \$0.00               |
| Ramoly, Catherine              | 3/23/2016    | \$0.00           | \$0.00                 | \$1,423.20             | \$1,523.21     | \$0.00               |
| INFECTIOUS DISEASE             | 7/29/2016    | \$0.00           | \$0.00                 | \$1,423.20             | \$1,523.21     | \$0.00               |
| Lown, Robert                   | 4/9/2016     | \$0.00           | \$0.00                 | \$0.00                 | \$0.00         | \$0.00               |
| STEPPED IN/ON                  | 4/13/2016    | \$0.00           | \$0.00                 | \$0.00                 | \$0.00         | \$0.00               |
| Salinas, Elias                 | 4/21/2016    | \$0.00           | \$0.00                 | \$1,762.74             | \$1,932.96     | \$0.00               |
| FALL SAME LEVEL                | 10/8/2016    | \$0.00           | \$0.00                 | \$1,762.74             | \$1,932.96     | \$0.00               |
| Strubberg, David               | 5/2/2016     | \$0.00           | \$0.00                 | \$368.24               | \$404.09       | \$0.00               |
| CAUGHT IN UNDER OR BETWEEN NOC | 6/18/2016    | \$0.00           | \$0.00                 | \$368.24               | \$404.09       | \$0.00               |
| Bolt, Rian                     | 5/5/2016     | \$0.00           | \$0.00                 | \$313.44               | \$373.27       | \$0.00               |
| HUMAN                          | 7/19/2016    | \$0.00           | \$0.00                 | \$313.44               | \$373.27       | \$0.00               |
| Browder, John                  | 5/20/2016    | \$0.00           | \$0.00                 | \$2,358.40             | \$2,591.37     | \$0.00               |
| LIFTING                        | 6/20/2016    | \$0.00           | \$0.00                 | \$2,358.40             | \$2,591.37     | \$0.00               |
| Wofford, Timothy               | 6/17/2016    | \$0.00           | \$0.00                 | \$1,953.54             | \$2,149.45     | \$0.00               |
| FALLING OR FLYING OBJECT       | 8/27/2016    | \$0.00           | \$0.00                 | \$1,953.54             | \$2,149.45     | \$0.00               |
| Nevills, Joe                   | 7/20/2016    | \$0.00           | \$0.00                 | \$1,150.00             | \$1,269.19     | \$0.00               |
| CAUGHT IN/BETWEEN              | 7/22/2016    | \$0.00           | \$0.00                 | \$1,150.00             | \$1,269.19     | \$0.00               |
| Allison, Chad                  | 8/30/2016    | \$0.00           | \$0.00                 | \$560.52               | \$609.51       | \$0.00               |
| STRUGGLE/RESISTING ARREST      | 12/30/2016   | \$0.00           | \$0.00                 | \$560.52               | \$609.51       | \$0.00               |
| Wieberg, Kathryn               | 8/31/2016    | \$0.00           | \$0.00                 | \$186.36               | \$209.19       | \$0.00               |
| LIFTING/TWIST/BEND             | 12/30/2016   | \$0.00           | \$0.00                 | \$186.36               | \$209.19       | \$0.00               |



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Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

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|-----------------------------------|--------------|------------------|------------------------|------------------------|----------------|----------------------|
| Cause Detail                      | Date Closed  | Ind TTD Paid     | Ind PPD Paid           | Medical Paid           | Total Paid     | Third Party Recovery |
| Wooldridge, Ryan                  | 10/10/2016   | \$0.00           | \$0.00                 | \$393.39               | \$424.96       | \$0.00               |
| LIFTING                           | 12/27/2016   | \$0.00           | \$0.00                 | \$393.39               | \$424.96       | \$0.00               |
| Wieberg, Kathryn                  | 10/3/2016    | \$0.00           | \$0.00                 | \$181.43               | \$203.92       | \$0.00               |
| ANIMAL                            | 12/30/2016   | \$0.00           | \$0.00                 | \$181.43               | \$203.92       | \$0.00               |
| Allison, Gary                     | 1/18/2017    | \$0.00           | \$0.00                 | \$2,443.41             | \$2,638.38     | \$0.00               |
| STRUCK/INJURED/OBJEC<br>T LIF/HAN | 6/29/2017    | \$0.00           | \$0.00                 | \$2,443.41             | \$2,638.38     | \$0.00               |
| Tinnin, Damion                    | 8/4/2019     | \$0.00           | \$0.00                 | \$264.13               | \$302.32       | \$0.00               |
| LIFTING                           | 10/29/2019   | \$0.00           | \$0.00                 | \$264.13               | \$302.32       | \$0.00               |
| Payne, Richard                    | 8/25/2019    | \$0.00           | \$0.00                 | \$1,627.46             | \$1,769.62     | \$0.00               |
| CUT PUNCTURE SCRAPE-<br>NOC       | 10/31/2019   | \$0.00           | \$0.00                 | \$1,627.46             | \$1,769.62     | \$0.00               |
| Clements, Chelsea                 | 8/30/2019    | \$0.00           | \$0.00                 | \$0.00                 | \$32.30        | \$0.00               |
| TRIPPED                           | 10/29/2019   | \$0.00           | \$0.00                 | \$0.00                 | \$32.30        | \$0.00               |
| Peters, Anthony                   | 10/8/2019    | \$0.00           | \$0.00                 | \$5,422.17             | \$5,905.64     | \$0.00               |
| LIFTING/TWIST/BEND                | 12/27/2019   | \$0.00           | \$0.00                 | \$5,422.17             | \$5,905.64     | \$0.00               |
| Burbridge, Keylee                 | 10/11/2019   | \$0.00           | \$0.00                 | \$970.70               | \$1,057.51     | \$0.00               |
| SPRAIN/STRAIN                     | 11/18/2019   | \$0.00           | \$0.00                 | \$970.70               | \$1,057.51     | \$0.00               |
| Hagensieker, K                    | 11/18/2019   | \$0.00           | \$0.00                 | \$609.92               | \$671.89       | \$0.00               |
| FOREIGN MATTER(BODY)<br>IN EYE(S) | 2/13/2020    | \$0.00           | \$0.00                 | \$609.92               | \$671.89       | \$0.00               |
| Tiller, Gannon                    | 11/26/2019   | \$0.00           | \$0.00                 | \$0.00                 | \$20.00        | \$0.00               |
| STRUCK BY                         | 12/4/2019    | \$0.00           | \$0.00                 | \$0.00                 | \$20.00        | \$0.00               |
| Payne, Richard                    | 1/8/2020     | \$0.00           | \$0.00                 | \$991.10               | \$1,079.31     | \$0.00               |
| FALLING OR FLYING<br>OBJECT       | 2/11/2020    | \$0.00           | \$0.00                 | \$991.10               | \$1,079.31     | \$0.00               |
| Hill, Timothy                     | 1/14/2020    | \$0.00           | \$0.00                 | \$5,000.00             | \$5,450.00     | \$2,722.06           |
| Motor Vehicle Accident            |              | \$0.00           | \$0.00                 | \$2,538.42             | \$2,727.94     | \$0.00               |
| Clark, Eddie                      | 1/23/2020    | \$0.00           | \$0.00                 | \$991.94               | \$1,339.44     | \$0.00               |
| SLIP/FALL - NOC                   | 4/6/2020     | \$246.92         | \$0.00                 | \$991.94               | \$1,339.44     | \$0.00               |
| Wheat, Keith                      | 6/9/2020     | \$0.00           | \$0.00                 | \$4,374.95             | \$4,696.06     | \$0.00               |
| OTHER-MISCELLANEOUS<br>NOC        | 10/7/2020    | \$0.00           | \$0.00                 | \$4,374.95             | \$4,696.06     | \$0.00               |
| Kurz, Stephen                     | 6/16/2020    | \$0.00           | \$0.00                 | \$1,467.58             | \$1,588.58     | \$0.00               |
| FALL SLIP TRIP ON SAME<br>LEVEL   | 8/24/2020    | \$0.00           | \$0.00                 | \$1,467.58             | \$1,588.58     | \$0.00               |
| Holman, Jennifer                  | 7/11/2020    | \$0.00           | \$0.00                 | \$5,552.40             | \$5,954.55     | \$0.00               |



# MISSOURI RURAL SERVICES W/C INS TRUST

Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

**As Of Date:** 11/30/2021 12:00:00 AM

| Claimant                     | Date of Loss | Ind TTD Reserves | Ind PPD Total Incurred | Medical Total Incurred | Total Incurred | Outstanding Reserves |
|------------------------------|--------------|------------------|------------------------|------------------------|----------------|----------------------|
| Cause Detail                 | Date Closed  | Ind TTD Paid     | Ind PPD Paid           | Medical Paid           | Total Paid     | Third Party Recovery |
| CUT/OBJECT LIFTED OR HANDLED | 2/11/2021    | \$0.00           | \$0.00                 | \$5,552.40             | \$5,954.55     | \$0.00               |
| Richards, David              | 9/11/2020    | \$0.00           | \$0.00                 | \$0.00                 | \$20.00        | \$0.00               |
| PANDEMIC                     | 10/26/2020   | \$0.00           | \$0.00                 | \$0.00                 | \$20.00        | \$0.00               |
| Powell, Kimberly             | 9/8/2020     | \$0.00           | \$0.00                 | \$11,773.41            | \$12,603.70    | \$0.00               |
| ANIMAL OR INSECT             | 11/22/2020   | \$0.00           | \$0.00                 | \$11,773.41            | \$12,603.70    | \$0.00               |
| Bradley, Brian               | 9/16/2020    | \$2,083.20       | \$20,980.00            | \$32,700.00            | \$74,683.20    | \$45,364.64          |
| LIFTING/TWIST/BEND           |              | \$0.00           | \$0.00                 | \$21,118.73            | \$29,318.56    | \$0.00               |
| Turner, Kellie               | 8/19/2020    | \$0.00           | \$0.00                 | \$0.00                 | \$20.00        | \$0.00               |
| PANDEMIC                     | 2/2/2021     | \$0.00           | \$0.00                 | \$0.00                 | \$20.00        | \$0.00               |
| Cardwell, Bradley            | 10/29/2020   | \$0.00           | \$1,524.67             | \$31,820.23            | \$43,636.30    | \$0.00               |
| Standing/Walking/Running     | 11/19/2021   | \$1,905.84       | \$1,524.67             | \$31,820.23            | \$43,636.30    | \$0.00               |
| Powell, Kimberly             | 1/15/2021    | \$0.00           | \$0.00                 | \$749.50               | \$813.88       | \$0.00               |
| ANIMAL OR INSECT             | 3/13/2021    | \$0.00           | \$0.00                 | \$749.50               | \$813.88       | \$0.00               |
| Carney, Zebadiah             | 2/8/2021     | \$0.00           | \$0.00                 | \$1,455.34             | \$1,556.54     | \$0.00               |
| FALL SLIP OR TRIP NOC        | 3/30/2021    | \$0.00           | \$0.00                 | \$1,455.34             | \$1,556.54     | \$0.00               |
| Dally, Nathaniel             | 2/8/2021     | \$0.00           | \$0.00                 | \$582.70               | \$651.26       | \$0.00               |
| FALL SLIP OR TRIP NOC        | 4/22/2021    | \$0.00           | \$0.00                 | \$582.70               | \$651.26       | \$0.00               |
| Powell, Kimberly             | 2/18/2021    | \$0.00           | \$0.00                 | \$773.50               | \$839.92       | \$0.00               |
| ANIMAL OR INSECT             | 4/22/2021    | \$0.00           | \$0.00                 | \$773.50               | \$839.92       | \$0.00               |
| Tinnin, Damion               | 3/5/2021     | \$0.00           | \$0.00                 | \$483.65               | \$532.67       | \$0.00               |
| PERSON IN ACT OF A CRIME     | 3/23/2021    | \$0.00           | \$0.00                 | \$483.65               | \$532.67       | \$0.00               |
| Holman, Jennifer             | 4/7/2021     | \$0.00           | \$0.00                 | \$672.10               | \$747.05       | \$0.00               |
| PUSHING OR PULLING           | 6/9/2021     | \$0.00           | \$0.00                 | \$672.10               | \$747.05       | \$0.00               |
| Stevenson, Jeffrey           | 6/15/2021    | \$0.00           | \$0.00                 | \$511.66               | \$566.80       | \$0.00               |
| FALLING OR FLYING OBJECT     | 8/24/2021    | \$0.00           | \$0.00                 | \$511.66               | \$566.80       | \$0.00               |
| Herron, William              | 8/3/2021     | \$0.00           | \$0.00                 | \$749.80               | \$833.53       | \$0.00               |
| STRUCK BY/AGAINST            | 10/27/2021   | \$0.00           | \$0.00                 | \$749.80               | \$833.53       | \$0.00               |
| Snow, Ethan                  | 8/28/2021    | \$0.00           | \$0.00                 | \$764.15               | \$829.99       | \$0.00               |
| ANIMAL OR INSECT             | 11/22/2021   | \$0.00           | \$0.00                 | \$764.15               | \$829.99       | \$0.00               |
| Patrick, Nicholas            | 9/1/2021     | \$4,584.25       | \$7,894.80             | \$16,000.00            | \$37,980.86    | \$25,539.19          |
| Standing/Walking/Running     |              | \$4,889.51       | \$0.00                 | \$5,379.50             | \$12,441.67    | \$0.00               |



## MISSOURI RURAL SERVICES W/C INS TRUST

Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

**As Of Date:** 11/30/2021 12:00:00 AM

| Claimant           | Date of Loss | Ind TTD Reserves | Ind PPD Total Incurred | Medical Total Incurred | Total Incurred | Outstanding Reserves |
|--------------------|--------------|------------------|------------------------|------------------------|----------------|----------------------|
| Cause Detail       | Date Closed  | Ind TTD Paid     | Ind PPD Paid           | Medical Paid           | Total Paid     | Third Party Recovery |
| Holman, Jennifer   | 9/24/2021    | \$0.00           | \$0.00                 | \$3,500.00             | \$3,850.00     | \$3,167.29           |
| LIFTING/TWIST/BEND |              | \$0.00           | \$0.00                 | \$610.80               | \$682.71       | \$0.00               |



# MISSOURI RURAL SERVICES W/C INS TRUST

Carthage, City of- Detailed Loss Run; 4/1/2015 to Present

**As Of Date:** 11/30/2021 12:00:00 AM

## Report Totals:

|  | Open<br>Claims | Closed<br>Claims | Total<br>Claims | Total<br>Occurrences | Total Paid   | Outstanding Reserves | Third Party<br>Recovery | Total Incurred | Total<br>Reimbursement | Net Incurred |
|--|----------------|------------------|-----------------|----------------------|--------------|----------------------|-------------------------|----------------|------------------------|--------------|
|  | 5              | 89               | 94              | 94                   | \$388,226.25 | \$122,584.57         | \$0.00                  | \$510,810.82   | \$0.00                 | \$510,810.82 |

# SALES TAX REPORT (UNAUDITED)

For the Month of:

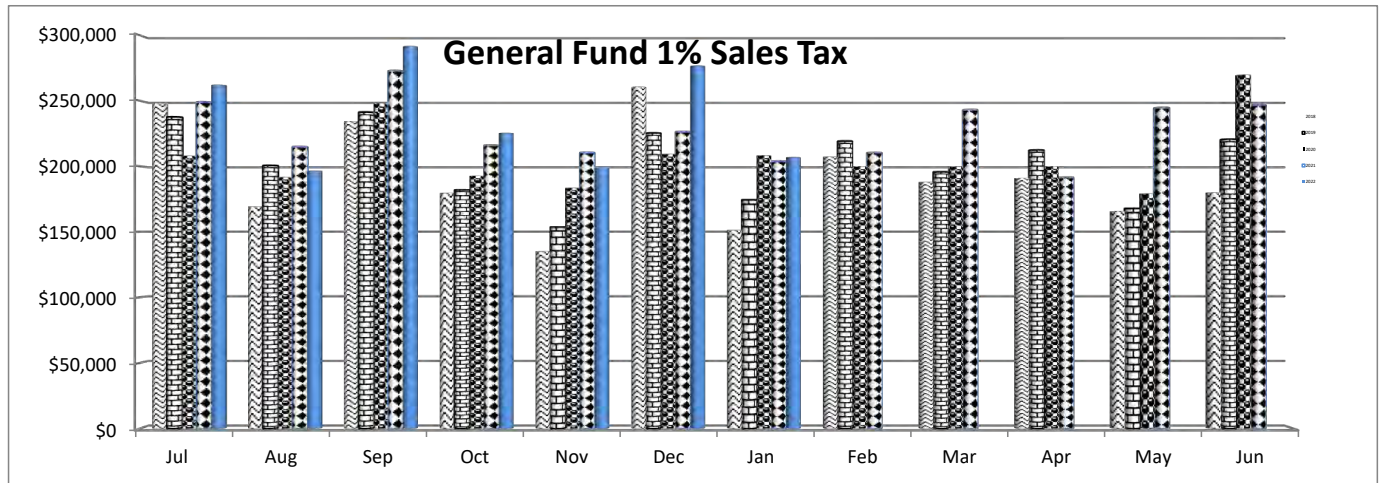
**January**

**FY 2021-22**

## City's 1% General Fund Sales Tax

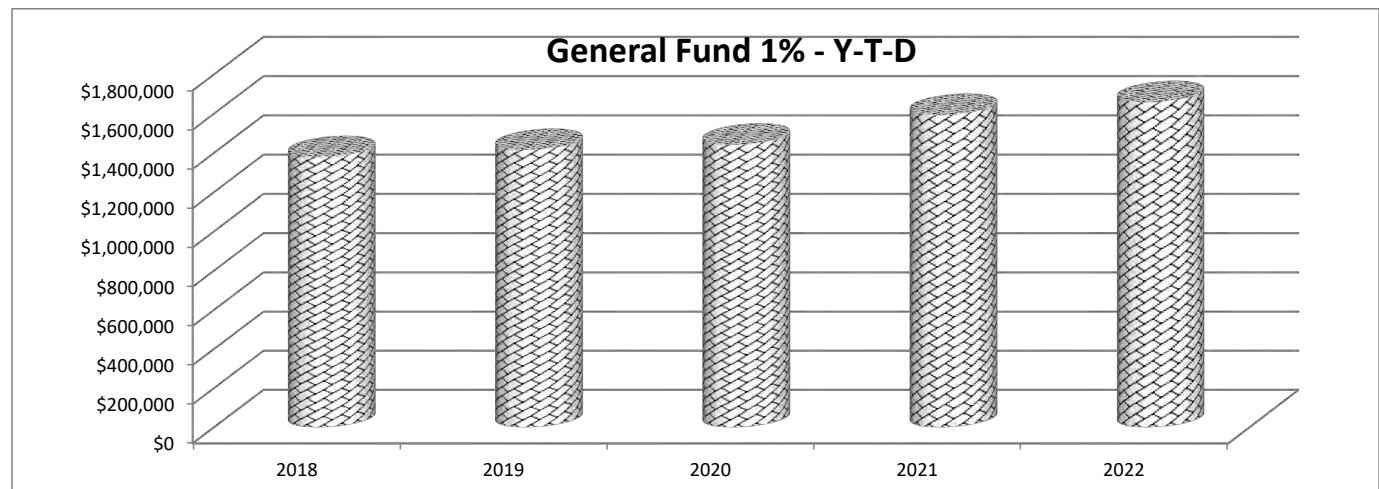
|                       |                      |                     |                      |                     |              |
|-----------------------|----------------------|---------------------|----------------------|---------------------|--------------|
| <b>Current Month:</b> | <b>\$ 206,950.39</b> | <b>Anticipated:</b> | <b>\$ 193,091.21</b> | <b>% Difference</b> | <b>7.18%</b> |
|-----------------------|----------------------|---------------------|----------------------|---------------------|--------------|

|                      | <b>FY 2018</b> | <b>FY 2019</b> | <b>FY 2020</b> | <b>FY 2021</b> | <b>FY 2022</b> |
|----------------------|----------------|----------------|----------------|----------------|----------------|
| <b>Current Month</b> | \$ 151,416.15  | \$ 174,376.51  | \$ 208,346.77  | \$ 203,841.57  | \$ 206,950.39  |
| <b>% Change</b>      |                | 15.16%         | 19.48%         | -2.16%         | 1.53%          |
| <b>\$Change</b>      |                | \$ 22,960.36   | \$ 33,970.26   | -\$ 4,505.20   | \$ 3,108.82    |



|                      |                        |                  |                        |                     |              |
|----------------------|------------------------|------------------|------------------------|---------------------|--------------|
| <b>Year-To-Date:</b> | <b>\$ 1,658,628.85</b> | <b>Budgeted:</b> | <b>\$ 1,509,269.91</b> | <b>% Difference</b> | <b>9.90%</b> |
|----------------------|------------------------|------------------|------------------------|---------------------|--------------|

|                 | <b>FY 2018</b>  | <b>FY 2019</b>  | <b>FY 2020</b>  | <b>FY 2021</b>  | <b>FY 2022</b>  |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| <b>Y-T-D</b>    | \$ 1,378,340.39 | \$ 1,414,788.79 | \$ 1,441,742.97 | \$ 1,593,298.59 | \$ 1,658,628.85 |
| <b>% Change</b> |                 | 2.64%           | 1.91%           | 10.51%          | 4.10%           |
| <b>\$Change</b> |                 | \$ 36,448.40    | \$ 26,954.18    | \$ 151,555.62   | \$ 65,330.26    |



### Comments:

**Currently,** City Sales Taxes total 2.750%. This includes 1% General, .5% Transportation, .5% Capital Improvements, .5% Parks/Stormwater, and .25% Fire. Numbers are shown as received by the City. Receipts lag collections by approximately 2 months. The Total Sales Tax rate will go to 8.35% in about December with the passage of the 911 tax at the August 3, 2021 election and includes State and County amounts with the passage of the County's 1/4% Sales Tax for the Juvenile Center and Courthouse work in October 2016 with an approved extension until 2035. The General Fund Sales Tax (1%) receipts for January 2022 showed an increase of 1.53% from the same month last Fiscal Year. This amounted to approximately \$3,108.82 more than the same month last year. This is the seventh month of the fiscal year and the fifth month collections were higher than last year's monthly reported Sales Tax collections. Overall, the City had budgeted an increase of 9.23% from the previous year's budgeted amount, primarily due to the COVID pandemic along with other revenue sources in the City's budget for fiscal year 2022. In late December 2020, Congress passed the Consolidated Appropriations Act to further address the economic devastation caused by the coronavirus pandemic. The bill was signed into law on Dec. 27, 2020. On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (H.R. 1319), also known as ARP, into law. The \$1.9 trillion package is intended to combat the COVID-19 pandemic, including the public health and economic impacts. The American Rescue Plan Act allocates hundreds of billions of dollars for public health and vaccines, and may stimulate additional local spending.

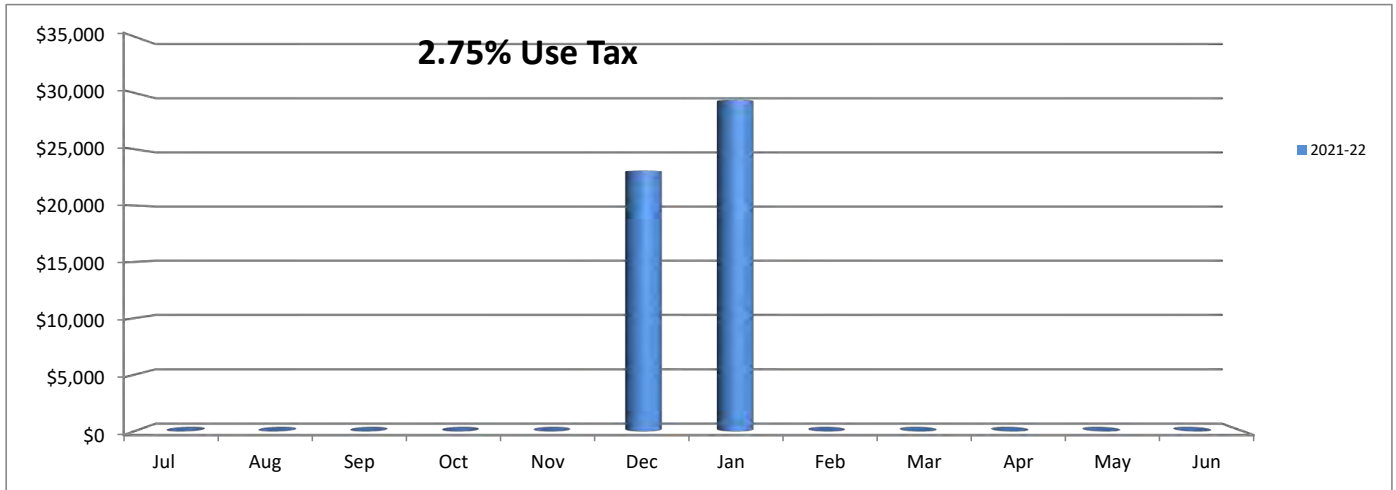
# SALES TAX REPORT (UNAUDITED)

For the Month of: **January** **FY 2021-22**

## City's 2.75% Use Tax

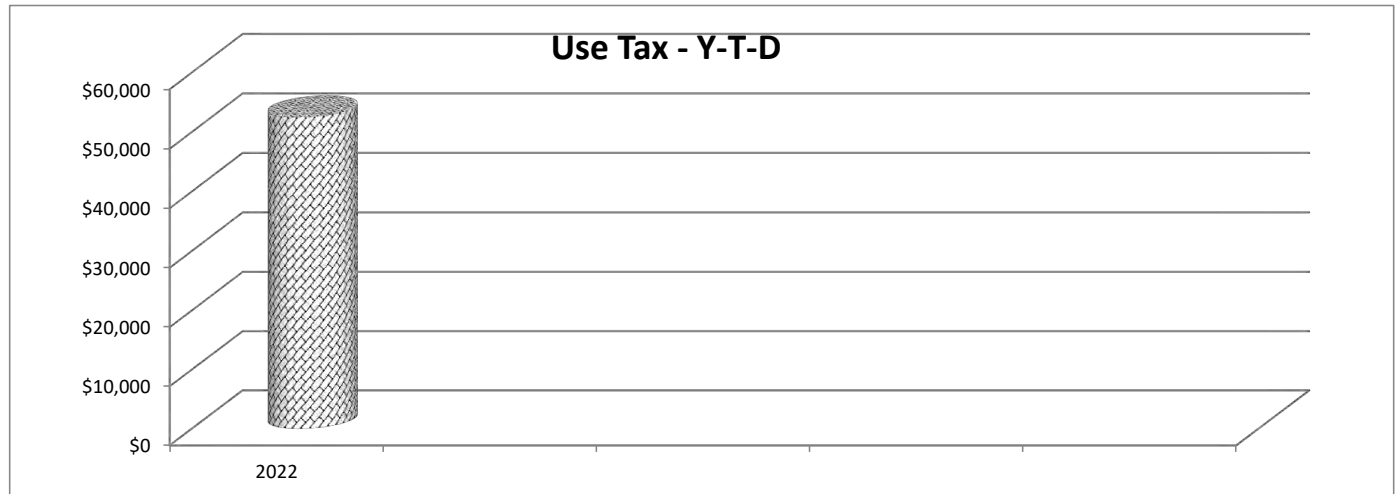
|                                    |                                  |                     |         |
|------------------------------------|----------------------------------|---------------------|---------|
| <b>Current Month:</b> \$ 29,382.98 | <b>Anticipated:</b> \$ 49,402.17 | <b>% Difference</b> | -40.52% |
|------------------------------------|----------------------------------|---------------------|---------|

**FY 2022**  
**Current Month** \$ 29,382.98  
**% Change**  
**\$Change**



|                                   |                                |                     |         |
|-----------------------------------|--------------------------------|---------------------|---------|
| <b>Year-To-Date:</b> \$ 52,474.26 | <b>Budgeted:</b> \$ 352,147.09 | <b>% Difference</b> | -85.10% |
|-----------------------------------|--------------------------------|---------------------|---------|

**FY 2022**  
**Y-T-D** 52,474.26  
**% Change**  
**\$Change**



### Comments:

The Department of Revenue received notification by the City-as required by Section 144.757- RSMo, that it had imposed a 2.75% City local option **Use Tax** at the same rate as the local sales tax rate. The tax became effective October 1, 2021 with no expiration date. The City had indicated that it would distribute the funds as follows: 30% Public Safety; 30% Roads & Bridges and 40% Parks & Recreation for the first 3 years of collections. City receipts lag collections by approximately 2 months. Monthly use tax distributions are distributed by means of electronic funds transfers from the State to the City.

The Missouri Municipal League's estimate for first year collections was approximately \$704,294. Six (6) months of receipts (half of the fiscal year) would amount to \$352,147. At this point it appears that the City will not realize this anticipated amount. Hopefully, receipts will increase in future months.