

**CITY OF SAN ANTONIO  
OFFICE OF THE CITY MANAGER**

TO: Erik J. Walsh, City Manager

FROM: Ana Bradshaw, COVID-19 Financial and Performance Executive Liaison *ATB*

COPY : Mayor and Council;  
Executive Leadership Team

SUBJECT: **COVID-19 BUDGET ADJUSTMENTS AND JANUARY MONTHLY FINANCIAL REPORT**

DATE: February 16, 2021

This memorandum transmits the recommended adjustments and reallocations within the COVID-19 Emergency Response and Recovery & Resiliency Plan along with the January financial report. This information will be presented to the City Council at February 18 “A” Session.

**BUDGET ADJUSTMENTS AND REALLOCATIONS**

As of December 31, 2021, all Coronavirus Relief Funding (CRF) has been spent; however, addition adjustments are necessary to align the program budgets with actual expenses to allow this grant to be closed out.

The following table provides an overview of the recommended CRF spending adjustments.

<b>Spending Plan by Program</b>			
<b>Program (\$ in Millions)</b>	<b>Current Budget</b>	<b>Spending Adjustment</b>	<b>Revised Budget</b>
Recovery and Resiliency			
Workforce Development	\$ 75.0	\$ 0.0	\$ 75.0
Housing Security	120.4	0.38 <sup>a</sup>	120.8
Small Business	42.7	(.03) <sup>b</sup>	42.7
Digital Inclusion	27.3	0.0	27.3
Health Implementation Plan	50.8	(3.5) <sup>c</sup>	47.3
Emergency Response	174.1	1.4 <sup>d</sup>	175.5
Other	84.4	0.0	84.4
<b>Total</b>	<b>\$574.6</b>	<b>\$1.7</b>	<b>\$573.0</b>

a) Includes adjustments within non-EHAP components of the Housing Security pillar resulting in a net increase to the pillar of \$382,121. This includes reallocating unspent CRF from the Financial Recovery Hub (\$239,190), Door to Door Engagement (\$406,150), Right to Counsel (\$65,880), and Resource Recovery Center (\$277,602) to cover an overage of \$1,370,764 in Homeless Shelter associated with utilizing CRF resources to cover these expenses

b) Includes \$27,041 in unspent CRF resources from the business door to door engagement that were reallocated to offset overages in the Housing Security pillar

## COVID-19 BUDGET ADJUSTMENTS AND JANUARY MONTHLY FINANCIAL REPORT

February 15, 2021

Page 2 of 3

c) Includes a net reduction \$3.5 million in unspent CRF from the Health Implementation Plan with a net reduction of \$1.75 in the Fire portion and a net decrease of \$1.75 million in the Health portion. This includes \$1.1 million in testing savings due to the state continue to cover this cost and \$562K in savings in contact tracing due to the agreement with the UT School of Public Health. The remaining unspent CRF is reallocated to offset increased eligible expenses associated with the City's emergency response.

d) Includes a net increase of \$1.4 million to offset increased eligible expenses associated with the City's emergency response. This includes an additional \$2.4 million for community isolation facilities, \$2.7 million for PPE and supplies. These additional expenses are partially offset by redirecting \$2.0 million in unspent CRF previously allocated for payroll and employee leave expenses. The remaining amount is offset from remaining savings in the Health Implementation Plan.

Beginning January 2021, ongoing efforts will be sustained using a combination of General Fund and other federal grant resources totaling \$212.7 million. Staff has re-forecasted programmatic budgets and monthly planned amounts for this remaining funding based on actual and projected expenses. The revised line item budgets and monthly planned are attached. This realignment results in a recommended \$14 million increase to the Small Business pillar to provide direct financial assistance to small business in the hospitality industry with a heavy focus on food and beverage. This \$14 million adjustment is comprised of \$9.8 million of unspent funds set aside for childcare expenses in the Workforce Development pillar and \$4.2 million from unallocated on-the-job training dollars budgeted within the Small Business pillar.

<b>Revised Program Balances</b>			
<b>Program (\$ in Millions)</b>	<b>Unspent Balance as of Jan 2021<sup>a</sup></b>	<b>Reallocation Adjustment</b>	<b>Revised to Spend</b>
Recovery and Resiliency			
Workforce Development	\$ 59.2	\$ (9.8)	\$ 49.4
Housing Security	39.5 <sup>a</sup>	0.0	39.5
Small Business	5.1	9.8 <sup>b</sup>	14.9
Digital Inclusion	25.9	0.0	25.9
Health Implementation	32.5	0.0	32.5
Other	50.5	0.0	50.5
<b>Total</b>	<b>\$ 212.7</b>	<b>\$ 0.0</b>	<b>\$ 212.7</b>

a) Does not include additional funding awarded for Emergency Rental Assistance or COVID-19 vaccines that City Council will consider on February 18, 2021.

b) \$9.8 million reallocated from the Workforce Development pillar to the Small Business Pillar, and additional \$4.2 million is recommended to be reallocated within the Small Business pillar from On the Job Training to provide additional direct assistance to small businesses.

### JANUARY MONTHLY FINANCIAL REPORT

The attached report summarizes all revenues and expenses related to the COVID-19 Emergency Response, Health Implementation Plan, Recovery & Resiliency Plan, and other programs. These programs are funded with federal grants awarded to the City specifically to address the impacts of COVID-19 as well as City resources. Highlights of the report are as follows:

## **COVID-19 BUDGET ADJUSTMENTS AND JANUARY MONTHLY FINANCIAL REPORT**

February 15, 2021

Page 3 of 3

- In total the City has spent \$360.6 million since March 2020; and
- Updated report reflects re-forecasted expenses and updated planned amounts utilizing remaining funds.

Staff from each department will be available during the February 18 “A” Session to answer any questions.

I’m available should you have any questions.

### **ATTACHMENTS**

1. COVID-19 Emergency Response and Recovery & Resiliency Financial Report – January 2021

# COVID-19 Emergency Response and Recovery & Resiliency



---

## Financial Report January 2021

Prepared by the Finance Department & Office of Management and Budget  
January 2021

# COVID-19 Recovery & Resiliency Plan

## January 2021 Financial Report

### TABLE OF CONTENTS

<u>Title</u>	<u>Page</u>
Summary of Revenues & Expenses	1
Emergency Response	2
Health Implementation Plan	3
Recovery & Resiliency Plan	4
Other Programs	5
Variance Explanations	6

All financial data is from the City's financial management system. This is an unaudited financial report.

# COVID-19 Emergency & Recovery & Resiliency Plan

January 2021 Financial Report

City of San Antonio

	Revised Budget	Plan thru January	Actuals thru January	Variance	% Spent
<b>EXPENSES BY FUNDING SOURCE</b>					
1	Coronavirus Relief Fund	\$ 270,713,278	\$ 270,713,278	\$ 270,713,278	\$ - 100.0%
	General Fund	154,875,820.5	31,622,965.0	29,884,101.1	(1,738,864) 19.3%
	TIRZ	4,036,233	4,036,233	4,036,233	- 100.0%
	San Antonio Housing Trust	6,000,000	6,000,000	6,000,000	- 100.0%
	Bexar County Agreement	1,500,000	-	-	- 0.0%
2	Other Federal Grants	138,042,003	61,323,789	58,131,543	(3,192,246) 42.1%
	Donations	242,283	242,283	242,283	- 100.0%
	<b>Total Resources</b>	<b>\$ 575,409,617</b>	<b>\$ 373,938,548</b>	<b>\$ 369,007,438</b>	<b>\$ (4,931,110) 64.1%</b>
<b>EXPENSES BY PROGRAM</b>					
<b>Emergency Response</b>					
	Eligible Payroll, Protective Equipment & Supplies	\$ 175,459,168	\$ 175,459,168	\$ 175,459,168	- 100.0%
<b>Health Implementation Plan</b>					
3	Metro Health	\$ 43,244,202	\$ 17,511,077	\$ 14,422,823	\$ 3,088,254 33.4%
	Fire	5,332,360	1,594,521	1,594,521	- 29.9%
	<b>Subtotal</b>	<b>\$ 48,576,562</b>	<b>\$ 19,105,598</b>	<b>\$ 16,017,344</b>	<b>\$ 3,088,254 33.0%</b>
<b>Recovery &amp; Resiliency</b>					
	Workforce Development	\$ 75,000,000	\$ 15,784,656	\$ 15,833,547	\$ (48,891) 21.1%
4	Housing Security EHAP Ph 1-3	86,851,000	72,278,006	71,905,918	372,088 82.8%
5	Housing Security (not including EHAP)	35,736,448	13,598,988	13,163,965	435,023 36.8%
	Small Business	42,656,927	37,555,513	37,559,912	(4,399) 88.1%
6	Digital Inclusion	27,297,546	2,578,587	2,717,884	(139,297) 10.0%
	<b>Subtotal</b>	<b>\$ 267,541,921</b>	<b>\$ 141,795,750</b>	<b>\$ 141,181,227</b>	<b>\$ 614,524 52.8%</b>
<b>Other CARES Programs</b>					
7	Airport	\$ 50,575,607	\$ 12,522,158	\$ 12,200,974	\$ 321,184 24.1%
	Child Care Services Program	19,907,095	19,907,095	19,913,646	(6,551) 100.0%
8	Public Safety	5,770,926	3,014,651	2,834,907	179,744 49.1%
9	Head Start and Early Head Start	2,960,475	461,417	278,217	183,200 9.4%
	Senior Nutrition	1,323,060	627,289	638,072	(10,783) 48.2%
10	Health	2,805,278	793,939	244,597	549,342 8.7%
	Other	489,526	251,483	239,287	12,196 48.9%
	<b>Subtotal</b>	<b>\$ 83,831,967</b>	<b>\$ 37,578,032</b>	<b>\$ 36,349,700</b>	<b>\$ 1,228,332 43.4%</b>
	<b>Total Expenditures</b>	<b>\$ 575,409,617</b>	<b>\$ 373,938,548</b>	<b>\$ 369,007,438</b>	<b>\$ 4,931,110 64.1%</b>

# COVID-19 Emergency & Recovery & Resiliency Plan

January 2021 Financial Report

City of San Antonio

<b>EMERGENCY RESPONSE</b>	<b>Budget</b>	<b>Plan thru January</b>	<b>Actuals thru January</b>	<b>Variance</b>	<b>% Spent</b>
<b>Eligible Payroll</b>					
Fire Payroll	143,403,064	143,403,064	143,403,064	-	100.0%
Health Payroll	3,633,560	3,633,560	3,633,560	-	100.0%
Police Payroll	2,419,263	2,419,263	2,419,263	-	100.0%
All Other Departments	12,424,775	12,424,775	12,424,775	-	100.0%
<b>City PPE &amp; Supplies</b>	9,830,521	9,830,521	9,830,521	-	100.0%
<b>EOC Operations &amp; Isolation Units</b>	2,338,480	2,338,480	2,338,480	-	100.0%
<b>Solid Waste Excess Tonnage</b>	1,409,505	1,409,505	1,409,505	-	100.0%
<b>Total City Emergency Response</b>	<b>\$ 175,459,168</b>	<b>\$ 175,459,168</b>	<b>\$ 175,459,168</b>	<b>\$ -</b>	<b>100.0%</b>

# COVID-19 Emergency & Recovery & Resiliency Plan

January 2021 Financial Report

City of San Antonio

	Budget	Plan thru January	Actuals thru January	Variance	% Spent
<b>HEALTH IMPLEMENTATION PLAN</b>					
<b>Metro Health Department</b>					
COVID-19 Project Management	\$ 3,656,060	\$ 3,002,578	\$ 2,873,096	\$ 129,482	78.6%
COVID-19 Testing Task Force	24,706,322	6,042,057	3,205,972	2,836,085	13.0%
COVID-19 Community Education	47,500	-	-	-	0.0%
COVID-19 Main COVID Hotline	62,411	62,411	62,411	-	100.0%
COVID-19 Media Relations & Communication	2,899,918	2,024,660	1,851,886	172,774	63.9%
COVID-19 Community Health & Prevention	858,146	459,605	329,994	129,610	38.5%
COVID-19 Data Management	1,662,777	660,853	603,093	57,760	36.3%
COVID-19 COVID Case Investigation Team	4,947,811	3,703,438	3,942,116	(238,678)	79.7%
COVID-19 Contact Tracing	2,793,013	398,932	398,932	-	14.3%
COVID-19 Congregate Settings	805,101	500,826	517,101	(16,275)	64.2%
COVID-19 Provider Hotline	64,793	35,624	35,624	-	55.0%
COVID-19 Provider Relations & Epi Hotline	123,977	67,839	67,839	-	54.7%
COVID-19 PHEP Support	182,245	118,126	100,630	17,496	55.2%
COVID-19 Research	434,128	434,128	434,128	-	100.0%
<b>Total</b>	<b>\$ 43,244,202</b>	<b>\$ 17,511,077</b>	<b>\$ 14,422,823</b>	<b>\$ 3,088,254</b>	<b>33.4%</b>

<b>HEALTH IMPLEMENTATION PLAN</b>					
<b>Fire Department</b>					
Asst Med Dir & Infect Control Nurse	\$ -	\$ -	\$ -	-	0.0%
Decontamination Equipment	76,880	76,880	76,880	-	100%
Fire & EMS Vehicle Equipment	300,853	300,853	300,853	-	100%
MIH Equipment	300,051	300,051	300,051	-	100%
MIH Medications	1,087	1,087	1,087	-	100%
Protective Personnel Equipment	301,305	301,305	301,305	-	100%
SAFD First Responder Payroll	3,737,838	-	-	-	0.0%
Temp Staff Inventory Mgmt	-	-	-	-	0.0%
Testing Mobile Unit	614,346	614,346	614,346	-	100%
<b>Total</b>	<b>\$ 5,332,360</b>	<b>\$ 1,594,521</b>	<b>\$ 1,594,521</b>	<b>\$ -</b>	<b>29.9%</b>



# COVID-19 Emergency & Recovery & Resiliency Plan

January 2021 Financial Report

City of San Antonio

	Budget	Plan thru January	Actuals thru January	Variance	% Spent
<b>WORKFORCE DEVELOPMENT</b>					
WF Dev Training & Development	\$ 65,000,000	\$ 15,747,453	\$ 15,796,160	\$ (48,707)	24.3%
WF Dev Childcare	10,000,000	37,203	37,387	(184)	0.4%
<b>Total</b>	<b>\$ 75,000,000</b>	<b>\$ 15,784,656</b>	<b>\$ 15,833,547</b>	<b>\$ (48,891)</b>	<b>21.1%</b>
<b>HOUSING SECURITY</b>					
Housing Sec Domestic Violence	\$ 3,300,000	\$ 1,375,395	\$ 1,631,517	\$ (256,122)	49.4%
Housing Sec Fam Ind Initiative	3,967,514	3,967,514	3,967,514	-	100.0%
Housing Sec Fin Recovery Hub	3,518,587	1,074,104	1,110,971	(36,866)	31.6%
Housing Sec Low Cost Fin Prod	-	-	-	-	0.0%
Housing Sec D2D Engagement	117,745	117,745	117,745	-	100.0%
Housing Sec Digital Referral Platform	-	-	-	-	0.0%
Housing Sec Homeless Shelter	23,221,442	5,999,661	5,215,821	783,840	22.5%
Housing Sec COVID Migrant Operation	13,198	13,198	13,198	-	100.0%
Emergency Housing Assistance (Ph1 to 3)	82,962,733	72,278,006	71,905,918	372,088	86.7%
Housing Sec Rec Resource Center	187,563	187,563	187,563	-	100.0%
Housing Sec Right to Counsel	398,620	309,620	298,620	11,000	74.9%
Housing Sec Utility Assistance	411,779	411,779	411,779	-	100.0%
Texas Emergency Resource Center	3,888,267	-	-	-	0.0%
Housing Sec TX Eviction Diversion Program	600,000	142,409	209,237	(66,828)	34.9%
<b>Total</b>	<b>\$ 122,587,448</b>	<b>\$ 85,876,994</b>	<b>\$ 85,069,883</b>	<b>\$ 807,111</b>	<b>69.4%</b>
<b>SMALL BUSINESS</b>					
Small Biz Microbiz Support	\$ 32,000,000	\$ 31,887,777	\$ 31,887,777	\$ 0	99.6%
Small Biz Prot Equip & Sanitizer	1,927,811	1,927,811	1,927,811	-	100.0%
Small Biz Fin Recovery Hub	200,000	200,000	200,000	-	100.0%
Small Biz D2D Engagement	922,958	922,958	922,958	-	100.0%
Small Biz Job Training	5,000,000	10,809	15,209	(4,400)	0.3%
Small Biz Arts Support	2,606,158	2,606,158	2,606,158	-	100.0%
<b>Total</b>	<b>\$ 42,656,927</b>	<b>\$ 37,555,513</b>	<b>\$ 37,559,912</b>	<b>\$ (4,399)</b>	<b>88.1%</b>
<b>DIGITAL INCLUSION</b>					
Dig Inc Core Inf & Fiber Connections	\$ 4,000,000	\$ -	\$ -	\$ -	0.0%
Dig Inc Network Access & Wireless Mesh	14,626,015	638,309	738,726	(100,417)	5.1%
Dig Inc Student Home Connection	8,448,159	1,716,906	1,755,787	(38,881)	20.8%
Dig Inc Recovery Portal	223,372	223,372	223,372	-	100.0%
<b>Total</b>	<b>\$ 27,297,546</b>	<b>\$ 2,578,587</b>	<b>\$ 2,717,884</b>	<b>\$ (139,297)</b>	<b>10.0%</b>

# COVID-19 Emergency & Recovery & Resiliency Plan

January 2021 Financial Report

City of San Antonio

	Budget	Plan thru January	Actuals thru January	Variance	% Spent
--	--------	-------------------	----------------------	----------	---------

## AIRPORT

CARES Act Airports - Operating	\$ 39,708,109	\$ 12,522,158	\$ 12,200,974	\$ 321,184	30.7%
CARES Act Airports - Capital	10,837,498	-	-	-	0.0%
CARES Act Airports - Stinson	30,000	-	-	-	0.0%
<b>Total</b>	<b>\$ 50,575,607</b>	<b>\$ 12,522,158</b>	<b>\$ 12,200,974</b>	<b>\$ 321,184</b>	<b>24.1%</b>

## CHILD CARE AND DEVELOPMENT BLOCK GRANT

Child Care and Development Block Grant	\$ 19,907,095	\$ 19,907,095	\$ 19,913,646	\$ (6,551)	100.0%
--	---------------	---------------	---------------	------------	--------

## PUBLIC SAFETY

Public Safety - Byrne JAG	\$ 2,331,581	\$ 257,144	\$ 74,805	\$ 182,339	3.2%
EMS - Relief Fund for Healthcare Providers	393,484	69,214	71,809	(2,595)	18.2%
Coronavirus Emergency Supplemental Funding Program	2,688,293	2,688,293	2,688,293	-	100.0%
Assistance to Firefighters - COVID-19 Supplemental	357,568	-	-	-	0.0%
<b>Total</b>	<b>\$ 5,770,926</b>	<b>\$ 3,014,651</b>	<b>\$ 2,834,907</b>	<b>\$ 179,744</b>	<b>49.1%</b>

## HEAD START & EARLY HEAD START

Head Start 20-21 COVID-19	\$ 2,653,999	\$ 424,138	\$ 240,937	\$ 183,201	9.1%
Early Head Start-CCP 19-20 COVID	189,822	37,279	37,279	(0)	19.6%
Early Head Start	116,654	-	-	-	0.0%
<b>Total</b>	<b>\$ 2,960,475</b>	<b>\$ 461,417</b>	<b>\$ 278,217</b>	<b>\$ 183,200</b>	<b>9.4%</b>

## SENIOR NUTRITION GRANT

FFCRA Senior Nutrition 19-2020	\$ 437,060	\$ 437,060	\$ 437,055	\$ 5	100.0%
Senior Nutrition Program-CARES	886,000	190,229	201,018	(10,789)	22.7%
<b>Total</b>	<b>\$ 1,323,060</b>	<b>\$ 627,289</b>	<b>\$ 638,072</b>	<b>\$ (10,783)</b>	<b>48.2%</b>

## HEALTH GRANTS

Health COVID Epi & Laboratory Grant	\$ 1,259,000	\$ 507,668	\$ 9,757	\$ 497,911	0.8%
Health COVID Immunization Grant	617,269	286,271	225,840	60,431	36.6%
Health COVID Immunization Grant	929,009	-	9,000	(9,000)	1.0%
<b>Total</b>	<b>\$ 2,805,278</b>	<b>\$ 793,939</b>	<b>\$ 244,597</b>	<b>\$ 549,342</b>	<b>8.7%</b>

## OTHER GRANTS

Other - Texas State Library Archives	\$ 50,000	\$ 31,068	\$ 32,347	\$ (1,279)	64.7%
Other - Cities for Financial Empowerment	80,000	-	-	-	0.0%
Other - San Antonio Area Foundation COVID Grant	50,000	50,000	50,000	-	100.0%
Other - Humanities Texas Relief Grant	5,000	4,487	4,487	(0)	89.7%
Other- SABCC Donation to COVID-19 Response	1,500	-	-	-	0.0%
Racial and Ethnic Approaches to Community Health (REACH)	198,000	60,902	47,426	13,476	24.0%
FY 2020 CSBG Program Supplemental	105,026	105,026	105,026	-	100.0%
<b>Total</b>	<b>\$ 489,526</b>	<b>\$ 251,483</b>	<b>\$ 239,287</b>	<b>\$ 12,196</b>	<b>48.9%</b>

# COVID-19 Emergency & Recovery & Resiliency Plan

January 2021 Financial Report

City of San Antonio

## Variance Explanations

- 1 The variance in the spending of General Fund resources is the result of the delayed spending in the Health Implementation Plan as described in note 3.
- 2 The variance in the spending of Other Federal Grant resources is the result of the delayed spending in the Health Implementation Plan and Other CARES programs as described in notes 3-10 below.
- 3 The favorable variance is due to available State funding for the testing component through Curative.
- 4 The favorable variance is attributable to a slight timing difference in payments for direct assistance.
- 5 The favorable variance is due to planned expense that were funded by the Coronavirus Relief Fund as well as delays in receiving subrecipient and vendor invoices for this program.
- 6 The unfavorable variance is due to additional computer equipment received in January within the Network Access & Wireless Mesh program.
- 7 The favorable variance is due to eligible expenses omitted from the January request for reimbursement. The Airport will be submitting these expenses in February.
- 8 The Public Safety Byrne JAG grant included a planned purchase of \$200,000 for a UV Light Robot in January. However, the funding was switched to the Coronavirus Relief Fund. SAPD is working with the grantor to reprogram the funds.
- 9 The favorable variance is due to a delay in receiving invoices from participating independent school districts. Human Services will work with the subrecipients to ensure a more timely submission of invoices.
- 10 The favorable variance is due to a delay in the procurement of equipment being ordered for the Epi & Laboratory Grant.