



MEMO TO : Village President Keith Giagnorio and Lombard Village Board

FROM : Scott R. Niehaus
Village Manager *SRN*

DATE : June 22, 2021

SUBJECT : **REIMBURSEMENT TO PARK DISTRICT FOR COSTS ASSOCIATED WITH VACCINATION CLINICS**

As you are aware, beginning in February of this year, the Lombard Park District hosted a series of eight vaccination clinics for residents of the Village and the surrounding area. In total, these clinics were responsible for vaccinating over 4,000 people. It goes without saying that administration of vaccination clinics is not a core service of the Lombard Park District. However, without their involvement and ingenuity in developing contacts with local retailers that had access to the vaccines, the clinics may not have happened so close to our residents. In addition, the Park District utilized their facilities, staff and budget to support the vaccination efforts.

In a recent conversation with the Lombard Park District Director, Paul Friedrichs, I inquired as to the actual cost of running the clinics. He reported the following information:

Non-reimbursed Covid-19 expenses	\$17,463
Employee Wages	\$36,973
Volunteer Meals	\$ 1,573
<u>Miscellaneous Expenses</u>	<u>\$ 1,140</u>
Total	\$57,149

While we, as a Village, have just begun the process of discussing policy and process related to the use of federal stimulus funds, I do wish to point out that the expenses noted above are identified as acceptable under the guidelines distributed by the Treasury Department as the expense is directly related to the issuance of COVID vaccination.

§ 35.6 Eligible uses.

(a) In general. Subject to §§ 35.7 and 35.8, a recipient may use funds for one or more of the purposes described in paragraphs (b) through (e) of this section

(b) Responding to the public health emergency or its negative economic impacts. A recipient may use funds to respond to the public health emergency or its negative economic impacts, including for one or more of the following purposes:

(1) COVID-19 response and prevention. Expenditures for the mitigation and prevention of COVID-19, including:

(i) Expenses related to COVID-19 vaccination programs and sites,

including staffing, acquisition of equipment or supplies, facilities costs, and information technology or other administrative expenses;

In recognition of the Park District's role and expense related to widespread vaccination of Lombard residents, I am seeking Village Board authorization to reimburse the Lombard Park District in the amount of \$57,149.00 as noted above.

Please note that these expenses reflect all costs for clinics conducted between February 26th and June 11th. Per the ARPA treasury guidelines, only expenses after March 3 are eligible for this reimbursement. The cost of the February 26 vaccine clinic was \$5,709.25. As such, the expenses eligible from our ARPA grant equal \$51,439.75. If the Village chooses to reimburse the full amount, \$5,709.25 will need to come from another funding source.

As this amount exceeds my authority, approval would need to be placed on an upcoming Village Board meeting. I would consider this a one-time expense under the federal stimulus program. Furthermore, I would suggest that the use of the remaining stimulus funding would still be subject to the preparation of a formal policy under the direction of applicable Village committees. It should also be noted that we have until December 31, 2024 to assign the funds to specific expenses and a date of December 31, 2026 to actually spend the money.

Please let me know if you have any questions or concerns with this reimbursement recommendation.

SN:cb

Attachment

Sn park district covid vaccine reimbursement 06082021

Memorandum

To: Scott Niehaus, Village Manager

From: Paul Friedrichs, Executive Director

Date: 6/5/2021

Re: Financial Impact of COVID-19 on Lombard Park District

The Lombard Park District has experienced a profound decline in net income due to the COVID-19 pandemic. Below is a comparison of 2020 budget to actual net incomes within the Recreation Department:

2020 Recreation Net Income Loss			
	Budgeted Net Income	Actual Net Income	Difference
Athletics	265,344	108,682	(156,662)
After School & Camps	474,363	137,829	(336,534)
Early Childhood	222,740	129,536	(93,204)
Performing Arts	62,317	31,634	(30,683)
Pool	146,707	(167,245)	(313,952)
Athletic Center	154,022	(9,161)	(163,183)
	1,325,493	231,275	(1,094,218)

We continue to see revenues negatively impacted in 2021 as we await patron confidence to return to our programs. Currently our program participation is approximately 63% of pre-pandemic figures. For instance, Madison Meadow Athletic Center, are down about 1,700 memberships when compared to 2019.

In addition to lost revenues in 2020, significant costs were also incurred related to the District's response to the pandemic. These costs include non-reimbursed expenses due to additional cleaning measures, tools needed to conduct business virtually as well as eight community-wide COVID-19 vaccinations clinics. To date, Lombard Park District in conjunction with Osco Drug, have vaccinated approximately 4,000 individuals. Below is a list of the unreimbursed COVID-19 related expenses:

COVID-19 Related Expenses	
Non-Reimbursed COVID-19 expenses:	17,463
COVID-19 Clinics:	
Miscellaneous Expenses	1,140
Employee Wages	36,973
Volunteer Meals	1,573
	57,149

Niehaus, Scott

From: Paul Friedrichs <pfriedrichs@lombardparks.com>
Sent: Monday, June 21, 2021 4:16 PM
To: Niehaus, Scott
Subject: RE: park district memo

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This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Clinic #1 Feb 26 & Mar 19 #520+ (Mostly Seniors)

Clinic #2 Mar 26 & Apr 16 #1250+ (Open to all 16+ and over)

Clinic #3 Apr 2 & Apr 23 #1575+ (Open to all 16 and over)

Clinic #4 May 21 & Jun 11 #700+ (Mostly School aged kids 12-18)

We don't have exact numbers as we did allow appointments to be rescheduled to all eight of our clinics dates for people who had received shots elsewhere and were unable to make their appoints at those locations. Hope this helps.

-----Original Message-----

From: Niehaus, Scott [<mailto:NiehausS@villageoflombard.org>]
Sent: Monday, June 21, 2021 2:52 PM
To: Paul Friedrichs <pfriedrichs@lombardparks.com>
Subject: FW: park district memo

Paul:

Latest memo. Any chance you can give me a list of the vaccination clinic dates and how many were vaccinated at each clinic?

Scott Niehaus
Village Manager
Village of Lombard
255 E. Wilson Avenue
Lombard, IL 60148
630-620-5700

From: Bauer, Carol
Sent: Monday, June 21, 2021 2:51 PM
To: Niehaus, Scott
Subject: park district memo

Carol Bauer
Executive Coordinator

Village of Lombard
255 E. Wilson Ave.
Lombard, IL 60148
(630) 620-5712 (Office)
(630) 620-8222 (FAX)
[\[cid:image001.jpg@01CCF0B5.A12A42F0\]](#)
2021 Blood Drive Dates
January 13, April 14,
June 16, September 8 and
November 10
Donate Blood - It Saves Lives

From: VOLVHCOPIER@VILLAGEOFLOMBARD.ORG <VOLVHCOPIER@VILLAGEOFLOMBARD.ORG>
Sent: Monday, June 21, 2021 3:01 PM
To: Bauer, Carol <BauerC@villageoflombard.org>
Subject: Message from KM_C558