

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2020-04

EMERGENCY ORDINANCE CREATING BUDGET AMENDMENT #7 TO THE FISCAL YEAR 2020 BUDGET, CREATING AN APPROPRIATION FOR COSTS ASSOCIATED WITH THE CITY'S RESPONSE TO THE COVID-19 PANDEMIC AND FOR A GRANT TO ILIULIUK FAMILY AND HEALTH SERVICES

WHEREAS, the City of Unalaska, with Resolution 2020-16 declared a local emergency authorizing the City Manager to take necessary actions to reduce the impact and spread of the coronavirus known as COVID-19 throughout the City of Unalaska.

NOW THEREFORE BE IT ENACTED by the Unalaska City Council:

Section 1: Form. This is a Non- Code ordinance.

Section 2: Effective Date. This ordinance becomes effective upon adoption.

Section 3: Amendment of FY2020 Budget. The following sums of money are hereby appropriated, with authorization of expenditure for each sum set forth below:

Amendment No. 7 to Ordinance #2019-07

I. OPERATING BUDGETS

A. General Fund

Sources:

Appropriated Fund Balance

	Current	Requested	Revised
Appropriated Fund Balance	\$ 11,373,669	\$ 750,000	\$ 12,123,669

Uses:

COVID-19 Emergency Protective Measures

COVID-19 Food Program

IFHS Medical Programs Grant

COVID-19 Emergency Protective Measures	\$ -	\$ 230,000	\$ 230,000
COVID-19 Food Program	\$ -	\$ 20,000	\$ 20,000
IFHS Medical Programs Grant	\$ 180,000	\$ 500,000	\$ 680,000

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on April 2, 2020.



Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:



Marjie Veeder, CMC
City Clerk



City of Unalaska
Summary of FY20 Budget Amendment #7 and Schedule of Proposed Accounts
Emergency Budget Amendment, Ordinance 2020-04

1) General Fund - Operating Budget

Add \$230,000 to the COVID-19 Emergency Protective Measures project, per Declaration of Emergency dated 3/18/2020

Add \$20,000 to the COVID-19 Food Program project, per Declaration of Emergency dated 3/18/2020

Add \$500,000 to Community Support for IFHS Medical Programs, per Declaration of Emergency dated 3/18/2020

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Current</u>	<u>Requested</u>	<u>Revised</u>
<u>General Fund - Operating Budget</u>						
Sources:						
<i>General Fund</i>						
Appropriated Fund Balance	01010049	49900		\$ 11,373,668.50	\$ 750,000.00	\$ 12,123,668.50
Uses:						
<i>City Manager Projects</i>						
<i>COVID-19 Emergency Protective Measures</i>						
General Supplies	01020252	56100	EM002	\$ -	\$ 230,000.00	\$ 230,000.00
<i>COVID-19 Food Program</i>						
Food/Bev/Related for Programs	01020252	56310	EM003	\$ -	\$ 20,000.00	\$ 20,000.00
<i>Community Support</i>						
IFHS Medical Programs	01029154	58410		\$ 180,000.00	\$ 500,000.00	\$ 680,000.00

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Jim Sharpe, Interim Finance Director
Through: Erin Reinders, City Manager
Date: April 2, 2020
Re: Ordinance 2020-04 Emergency Ordinance creating Budget Amendment #7 to the Fiscal year 2020 Budget, creating an appropriation for costs associated with the City's response to the COVID-19 Pandemic

SUMMARY: This emergency amendment to the city manager budget will appropriate funds to cover the initial estimated costs of the city's COVID-19 response.

PREVIOUS COUNCIL ACTION: Council adopted the Fiscal Year 2020 budget on May 28, 2019 with Ordinance 2019-07. There have been six prior amendments to the FY20 budget.

On March 18, 2020 council adopted Resolution 2020-16, declaring a local emergency and authorizing the city manager to take necessary actions to reduce the impact and spread of the coronavirus known as COVID-19 throughout the City of Unalaska.

BACKGROUND: On March 11, 2020, the World Health Organization declared a pandemic related to COVID-19. On March 11, 2020, Governor Mike Dunleavy declared a Public Health Disaster Emergency in the State of Alaska, and on March 12, 2020, City of Unalaska stood up the Emergency Operations Center (EOC) to provide a framework for coordinated communications, preparedness and response.

DISCUSSION: This budget amendment will appropriate funds to enable the city manager to prepare and position resources in order to reduce the impact and spread of the coronavirus throughout the City of Unalaska in accordance with the declaration of a local emergency adopted with Resolution 2020-16.

We continue to coordinate with other organizations and are thankful for the donations of goods and services in response to this public health emergency. However, there is no way to avoid the fact that the City will incur expenses. The scope, magnitude and duration of the coronavirus pandemic's effects in Unalaska are unknown at this time, so it is not possible to ascertain what the total cost of the City's response will be. The funds requested with this emergency budget amendment will be used to cover costs such as providing a quarantine site with associated support and insurance, providing supplies to begin an emergency food delivery program, and purchasing necessary supplies and services for use in prevention and response efforts as this situation unfolds.

The requested funds do not include personnel costs, since no additional funds are expected to be required to address the City's COVID-19 response. At a date in the future, when a more accurate total can be determined, budgeted personnel costs will be transferred from respective budgets to the established projects within the City Manager's budget.

The appropriation created with this emergency budget amendment will expire 60 days after adoption without further action by the city council to convert this emergency budget amendment to a permanent budget amendment with a regular budget amendment ordinance.

ALTERNATIVES:

- Option 1: Not approve the ordinance, which would reduce the City's ability to respond to further needs throughout the City related to the COVID-19 pandemic
- Option 2: Amend and approve an ordinance that includes different amounts or allocations
- Option 3: Approve the ordinance as presented

FINANCIAL IMPLICATIONS: The operating budget for the city manager's office will increase by \$250,000.

LEGAL: N/A

STAFF RECOMMENDATION: Staff recommends adopting Ordinance 2020-04.

PROPOSED MOTION: I move to approve Emergency Ordinance 2020-04 creating an amendment to the fiscal year 2020 budget, creating an appropriation for costs associated with the City's response to the COVID-19 pandemic.

CITY MANAGER'S COMMENTS: This is an uncertain and constantly changing time for us all. Having these funds available allows for the City to respond quickly as needs arise. As part of our EOC structure, the Finance Section provides the entire organization with the necessary guidance for tracking and documenting our expenses so that we are in the position to apply for financial reimbursements should the opportunity arise.