



## Agenda Statement

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**File #:** RES 20-0048 **Version:** 1

**Type:** Resolution **Status:** Passed

**File created:** 8/25/2020 **In control:** City Council

**On agenda:** 9/1/2020 **Final action:** 9/1/2020

**Title:** #20-48 - Amending the 2020 Budget by Transferring \$1,712,675.08 from Unassigned General Fund Balance to Emergency Preparedness Reserve Fund for COVID Related and 2020 Emergency Expenditures

**Sponsors:** City Council

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution 2020 Budget Emergency Preparedness Fund, 2. Covid cost summary

Date	Ver.	Action By	Action	Result
9/1/2020	1	City Council	approved	Pass

### **ITEM TITLE:**

#20-48 - Amending the 2020 Budget by Transferring \$1,712,675.08 from Unassigned General Fund Balance to Emergency Preparedness Reserve Fund for COVID Related and 2020 Emergency Expenditures

**SUBMITTED BY:** Brian Carlson, Finance Director

### **FISCAL NOTES:**

Expenditure Required: \$1.71MM

Unencumbered Balance: \$55MM

Funding Source: unassigned general fund balance

### **RECOMMENDATION:**

Approve

### **SUMMARY STATEMENT:**

- The attached resolution proposes a replenishment of the Emergency Preparedness reserve fund using unassigned General Fund balances as a funding source.
- The City historically carries a \$1MM balance in its **Emergency Preparedness** fund, and appropriates funds as needed upon adopting the annual budget. This fund is used for:
  - emergency snow-shoveling temp wages during heavy snow events
  - Flooding events

- Training and document preparation
- Other emergency events
- Related full-time wages
- Staff has exhausted the 2020 \$1MM balance as follows:
  - \$826K to Unified Command expenses (apprx \$240K remaining)
  - \$107K for Economic Relief shortfall (approx. \$6K remaining)
  - \$47K in media and consulting unrelated to COVID
- The proposed transfer of \$1.71MM represents \$1.69MM of awarded CARES grant funds, plus \$26K for previously booked costs unrelated to the COVID event. Transferred funds will be allocated as follows
  - \$26K for snow shoveler temp wages from March, 2020
  - \$600K for incurred (\$300K) and anticipated (\$300K) COVID-related wages and benefits
  - \$1.1MM to replenish Emergency Preparedness balance, and to fund future COVID-related costs as approved by Unified Command.
- Staff anticipates the following reimbursements upon the conclusion of the COVID event:
  - \$1.69MM CARES grant award
  - 80% of approved ICS / Unified Command costs; reimbursement of current costs and encumbrances exceeds \$600K
  - CARES funding will partially (\$350K) offset the \$2.9MM Economic Relief program, **and will also cover regular staff costs that do not qualify for ICS/FEMA reimbursement**