

ORDINANCE No. 189903

*Amend the FY 2019-20 budget to include appropriations for funds to support City services during the COVID-19 State of Emergency. (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. Governor Kate Brown issued Executive Order 2020-03 Declaration of Emergency due to Coronavirus (COVID19) outbreak in Oregon on March 8, 2020 as there is a threat to public health and safety this constitutes a state of emergency under ORS 401.025(1).
2. On March 12, 2020 the Mayor declared a Local Emergency for the City of Portland in response to the COVID-19 virus starting on March 12, 2020 through March 26, 2020 with the potential to extend the emergency declaration in two-week increments.
3. It is further expected there will be significant impacts to City services and community members during this declared emergency.
4. Establishing an incident budget is a critical element of recommended emergency protocol, allowing for maximum flexibility to respond adeptly to urgent needs as required and coordinated by the Emergency Coordination Center.
5. The COVID-19 incident budget is not meant to replace generally manageable and/or absorbable bureau expenses related to the City's response to the COVID-19 virus.
6. The FY 2019-20 Adopted Budget includes unrestricted General Fund contingency resources for the support of urgent and unforeseen expenses. Additionally, the FY 2019-20 Revised Budget includes General Fund resources in Contingency Policy Set Aside accounts which are not urgently required and can be redeployed to address the current emergency.
7. The Office of Management and Finance Grants Management Division has established a grant and cost objects within the Federal Grants Fund in order to track expenses that may be eligible for Federal reimbursements.
8. Depositing \$3.0 million in General Fund resources into this fund will allow the City to deploy critical actions to support the health, safety, continuity of services, and sustained well-being of City functions, employees, and the Portland community at large during this declaration of emergency.
9. An emergency for the appropriation of resources exists due to the rapidly evolving nature of the potential expenses associated with City response to COVID-19 and the immediate requirement to ensure adequate appropriations per state local budget law are in place.

NOW, THEREFORE, the Council directs:

- a. The FY 2019-20 budget is hereby amended as follows:

FUND & DEBT MANAGEMENT

Fund - 100

Business Area – FM

Unrestricted Contingency & policy reserves – (\$3,000,000)

SPECIAL APPROPRIATIONS

Fund - 217

Business Area – MF

External Materials & Services – \$3,000,000

This action will reduce budgeted General Fund unrestricted contingency by \$3,000,000 and increase appropriations in the Grant Fund by \$3,000,000 to provide immediate resources for city services during this declaration of emergency and any subsequent extensions.

- b. The actions amending the FY 2019-20 budget contained in this ordinance are binding City policy.
- c. The release and tracking of these funds shall be administered by the Emergency Coordination Center Finance Chief under terms provided by the Emergency Operations Center Finance and Administration Worksheet.
- d. The total incident budget amount will be re-evaluated at any point that the emergency declaration is extended, in consultation with the City Budget Office and the Mayor's Office. Any subsequent appropriations to fund an increase to the incident budget will require approval from the Council.

Section 2. Council declares that an emergency exists in order promptly ensure the sufficiency of resources to support continuity of services and urgent expenses associated with a public health crisis, this ordinance shall be in full force and effect from and after its passage by Council.

Passed by the Council: March 25, 2020

Mayor Ted Wheeler

Prepared by: Christy Owen Date Prepared:
March 20, 2020

Mary Hull Caballero

Auditor of the City of Portland

By *Keelan McClymont*

Deputy

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| INTRODUCED BY Commissioner/Auditor: Mayor Ted Wheeler | CLERK USE: DATE FILED <u>March 24, 2020</u> |
| COMMISSIONER APPROVAL Mayor—Finance & Administration - Wheeler Position 1/Utilities - Fritz Position 2/Works - Vacant Position 3/Affairs - Hardesty Position 4/Safety - Eudaly | Mary Hull Caballero Auditor of the City of Portland By: <u>Karla Moore-Love</u> Deputy |
| BUREAU APPROVAL Bureau: City Budget Office Bureau Head: Jessica Kinard | ACTION TAKEN: |
| Prepared by: Christy Owen Date Prepared: 3/19/20 Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input checked="" type="checkbox"/> Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input type="checkbox"/> City Auditor Office Approval: required for Code Ordinances City Attorney Approval: required for contract, code, easement, franchise, comp plan, charter Council Meeting Date | Digitally signed by Jessica Kinard Date: 2020.03.22 14:47:20 -0700 |

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| AGENDA |
| TIME CERTAIN <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion) |
| CONSENT <input type="checkbox"/> |
| REGULAR <input checked="" type="checkbox"/> Total amount of time needed: <u>30</u> (for presentation, testimony and discussion) |

| FOUR-FIFTHS AGENDA | COMMISSIONERS VOTED AS FOLLOWS: | |
|--|---|------|
| | YEAS | NAYS |
| 1. Fritz <u>Amend Fritz</u> | 1. Fritz <input checked="" type="checkbox"/> | |
| 2. Vacant | 2. Vacant | |
| 3. Hardesty <u>Hardesty</u> | 3. Hardesty <input checked="" type="checkbox"/> | |
| 4. Eudaly <u>Marshall Runkel</u> <small>Digitally signed by Marshall Runkel Date: 2020.03.24 09:33:40 -0700</small> | 4. Eudaly <input checked="" type="checkbox"/> | |
| Wheeler <u>Wheeler</u> | Wheeler <input checked="" type="checkbox"/> | |