




City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

MEMORANDUM

To: Mayor Paxton and Assembly Members
From: John Leach, Municipal Administrator 
Date: June 18, 2020
Subject: FY21 Supplemental Appropriation (COVID-19 Re-appropriation)

Background

An emergency ordinance, appropriating \$500K of an available \$2M in emergency reserve funds to respond to the COVID-19 pandemic, was passed on March 16, 2020 at first reading and later extended to the end of FY20 during the second reading on May 12, 2020.

Analysis

The \$500K was appropriated for emergency spending in the following areas:

Contingency – Personnel
Contingency – Supplies
Contingency – Contracted/Purchased Services

The State, Federal, and Local COVID-19 emergency declaration still exists, and we are still using the funds for emergency needs such as supplies for the Emergency Operations Center, overtime wages, public affairs expenses, personal protective equipment, and mitigation efforts. Most of the funds are reimbursable by FEMA, and our projects have been submitted to their grant portal awaiting a decision.

Fiscal Note

Of the original \$500K appropriated in FY20, \$125,983 has been spent or encumbered. It is requested that the remaining balance of the original appropriation be re-appropriated in the following amounts for FY21:

Contingency – Personnel - \$105,000
Contingency – Supplies - \$110,000
Contingency – Contracted/Purchased Services - \$130,000

Recommendation

Approve Ordinance 2020-35 as presented for FY21.