

RESOLUTION NO. 2020-13

**A RESOLUTION OF THE CITY OF SUNNYSIDE RATIFYING THE
PROCLAMATION OF EMERGENCY ISSUED BY THE MAYOR AND
ADOPTING FINDING OF FACT AND PROCEDURES FOR MANAGING
THE COVID-19 PUBLIC HEALTH EMERGENCY**

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary, Alex Azar declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, Governor Jay Inslee signed a Proclamation declaring a State of Emergency exists in all counties in the State of Washington due to the number of confirmed cases of COVID-19 in the state and directed that plans and procedures of the Washington State Comprehensive Emergency Management Plan be implemented; and

WHEREAS, on March 11, 2020, the President of the United States, Donald J. Trump; directed the Federal Government to restrict foreign travel between Europe and the United States of America due to the number of confirmed cases of COVID-19 in the United States; and

WHEREAS, one or more COVID-19 events have now occurred in Yakima County, and disruption of important services, damage to life, or damage to property can be expected in local municipalities, including the City of Sunnyside, from the above conditions; and

WHEREAS, the Yakima Valley Office of Emergency Management and the Yakima County Health District have declared a local health emergency and have recommended that cities in Yakima County likewise declare an emergency to manage the impacts of COVID-19; and

WHEREAS, on March 13, 2020, Mayor Francisco Guerrero and City Manager Martin Casey issued a Proclamation of Emergency, declaring the COVID-19 pandemic to be an emergency in the City of Sunnyside pursuant to Section 38.52.010 RCW and other relevant provisions of state and federal law; and

WHEREAS, the health, safety and welfare of City residents, businesses, visitors and staff is of utmost importance to the City and additional future measures may be needed to protect the community.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED AS FOLLOWS:

SECTION 1 - RATIFICATION AND FINDING OF FACT

Council hereby ratifies the Proclamation of Emergency issued by Mayor Francisco Guerrero and City Manager Martin Casey for the City of Sunnyside on March 13, 2020. Council further finds that an emergency exists pursuant to Section 39.04.280(2)(b) RCW and authorizes the City Manager to waive any necessary competitive bidding requirements related to the COVID-19 emergency.

SECTION 2 - CITY'S RESPONSE

- A. The City is committed to protecting the public and staff by minimizing the spread of COVID-19. The City has and will continue to follow the guidelines provided by the State of Washington and the Yakima County Health Officer, who prescribe social distancing and minimizing gatherings of people to best combat the spread of COVID-19.
- B. The Council authorizes the City Manager to reduce hours of service or close City Hall or other City facilities to the general public upon consultation with the Yakima Valley Office of Emergency Management and the Yakima County Health District. The City Manager shall post notice of such closure on the City's website.
- C. Residents are urged to pay utility bills, acquire licenses, submit permit applications, contact staff, and transact other City business via telephone, email, and online, with such procedures to be posted on the City's website. The Council authorizes the City Manager to temporarily extend administrative deadlines or waive administrative penalties for non-payment of utility bills, license fees, and permit application fees, upon request due to hardship.
- D. The City will increase efforts to sanitize parks and public spaces which remain open to the public to minimize exposure to COVID-19.

SECTION 3 - COUNCIL PROCEDURES

During the term of this Resolution, the following amendments to City Council procedures are hereby adopted:

- A. Any rule or procedure adopted by City Council that would prevent or prohibit all City Councilmembers from attending City Council meetings telephonically are temporarily suspended and all City Councilmembers are encouraged to attend all meetings via telephone.
- B. All in-person Subcommittee meetings of the City Council are cancelled. Council and subcommittee meetings may be held telephonically during the term of this Resolution regardless of whether the City has the capability of recording meetings.
- C. Council directs that the public comment portion of Council meetings and any scheduled public hearings be temporarily suspended to discourage public in-person attendance of City Council meetings. City Council and staff will encourage and accept public comment via email or written comment.
- D. All in-person meetings of City advisory Boards and Commissions are cancelled during the term of this Resolution. Board and Commission meetings may be held telephonically during the term of this Resolution regardless of whether the City has the capability of recording meetings.
- E. Any Council rules that are inconsistent with this Resolution are hereby waived and suspended during the term of this Resolution.

SECTION 4 - BUDGET

During the term of this Resolution, Council adopts the following budget restrictions:

- A. A hiring freeze is hereby implemented on all positions funded by any City governmental fund, unless the City Manager determines in writing by notice to City Council that the hire is necessary for the continued provision of essential services to the public.
- B. All unobligated non-essential equipment replacements are hereby suspended, unless the replacement is completely funded by grants or City enterprise utility funds.
- C. Council hereby encourages the expenditure of funds for acquiring any necessary technology to facilitate employees to work from home in situations where such remote work is possible, available, and approved by the City Manager and Department Head overseeing the relevant department. Any such expenditures should either be within current budget allocations or brought to Council for approval.
- D. All staff time dedicated to emergency health responses related to the COVID-19 epidemic must be tracked to allow for potential FEMA reimbursement.

SECTION 5 - COMMUNICATION

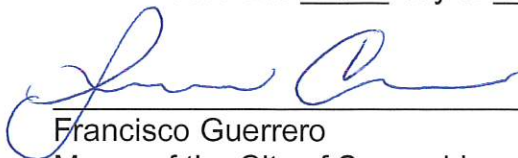
- A. All updates regarding City functions and actions relating to the COVID-19 epidemic will be posted on the City's website to provide the public with the most updated information.
- B. The City will cancel and discourage any unnecessary gatherings of community members and/or staff during the Term of this Resolution.

SECTION 6 - EFFECTIVENESS

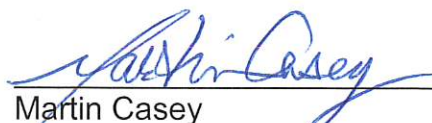
The provisions of this Resolution shall become effective upon adoption and expire on April 28, 2020, unless further extended or modified by formal action of Council.

INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SUNNYSIDE on this 23rd day of March, 2020.

Dated this 23rd day of March, 2020.



 Francisco Guerrero
 Mayor of the City of Sunnyside



 Martin Casey
 City Manager of the City of Sunnyside