

From: [Mayor](#)
To: [Mayor](#)
Subject: FW: COVID-19 Update: Financial Impacts for the City
Date: Monday, March 30, 2020 7:21:53 PM



A handwritten signature in purple ink that reads "Valerie Stoduard".

The City of Spokane COVID-19 News Update for March 30

Information about Coronavirus Disease 19 (COVID-19) is evolving rapidly. We want to make sure our City employees have up-to-date information. We will provide this update, as needed, to communicate what you need to know, while we work to reduce the spread of this disease in our community and continue to provide critical public services.

How Will the COVID-19 Situation Affect City Finances

The City plays a critical role in the response to COVID-19. The direct financial impact to the City will be two-fold – the cost of responding to the needs of the community and the economic impact on the City's finances. You may have read a story in the newspaper over the weekend about how sales tax revenues may be impacted, and today the County Treasurer extended the deadline for paying property taxes. These are some of the things that will impact our budget.

We think it's important to keep our employees informed of the financial impacts we are expecting, and the decisions that are being made to keep our organization healthy. We've already implemented some strategies, including a hiring freeze, to hold down costs. And we are committed to having the least impact on employees as possible.

Over the next several weeks and months, Finance staff will hold a series of regular work sessions with our elected officials to communicate the latest financial and economic information, highlight specific operational challenges and recommendations, and enable strategic and policy discussion.

The first session will focus on the impact to the City's sales tax and other revenue sources, cash flows, and reserve and fund balances, as well as, cost control measures deployed and the City's plan for a more in-depth review on services and departmental resources.

Watch for updated financial and budget information as we move ahead. This is an important discussion for all of us.

Telecommuting? What Equipment Can You Take Home...

Because of the current COVID-19 (coronavirus) public emergency, the City of Spokane has implemented temporary telecommuting arrangements for employees whose job duties allow for telework. HR has put together [this guidance](#) on what equipment employees can take home to use and what kind of approvals are needed. The goal is to set up at-home work locations that allow employees to perform duties safely and efficiently while protecting City equipment, software and supplies.

Tips for Saving Energy at Home

Right now we all are spending more time at home in response to COVID-19. More time spent at home may lead to higher energy usage and higher energy bills. Take a look at Avista's energy savings information [here](#) for tips about managing your usage and ways to save.

Employee Information Portal (<https://covid19.spokanecity.org/>)

Remember, this Employee Information Portal is a great resource for employees to stay current on what's happening with the COVID-19 response. The [Employee Information Portal](#) can be accessed from work or home, using a computer or mobile device. All of the emailed information we have sent to employees is archived here.

