



RESOLUTION 2020-009

ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2019-20 AND MAKING APPROPRIATIONS

WHEREAS, on June 18, 2019, the City of Sherwood budget for fiscal year 2019-20 was adopted and funds were appropriated by the City Council; and

WHEREAS, the City of Sherwood has since received or expects to soon receive unanticipated revenues and a supplemental budget is required in order to expend those revenues; and

WHEREAS, beginning fund balances either exceeded or fell short of projections due to savings in the later part of fiscal year 2018-2019 or revenue failing to meet budgeted expectations; and

WHEREAS, certain unplanned expenses have occurred during the course of this budget year; and

WHEREAS, in order not to overspend appropriations in any category of expenditures, it is necessary to transfer appropriations within several funds from certain expenditure categories to other expenditure categories; and

WHEREAS, the purpose of all new and transferred appropriations are detailed in Exhibit 1 attached hereto; and

WHEREAS, pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget year; and

WHEREAS, pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets; and

WHEREAS, in accordance with local budget law, notice was published on January 30, 2020 of the public hearing that was held before the City Council on February 4, 2020.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

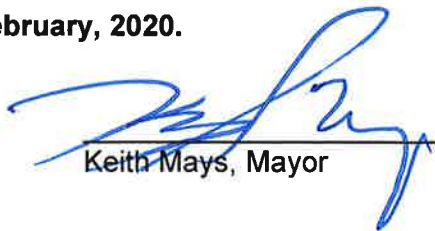
Section 1. **Adoption of an FY19-20 Supplemental Budget.** The City Council of the City of Sherwood, Oregon hereby adopts the supplemental budget for FY19-20 in the sum of \$5,525,103.

Section 2. Making Appropriations. The additional amounts for the fiscal year beginning July 1, 2019 shown below are hereby appropriated as follows:

Fund	General	TLT	Debt Service	Grants	General Construction	Street Operations	Street Capital	Water	Sanitary	Storm	Sherwood Broadband
Resources											
Beginning fund balance	477,093	1,241	28,029	24,576	63,039	439,006	(55,513)	1,135,211	176,622	538,456	(47,543)
Intergov	24,689	-	-	-	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-	-	-	-	45,219
Infrastructure Development Fees	-	-	-	-	-	-	660,978	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	14,000
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	2,000,000
Transfers in	-	-	-	-	-	-	-	-	-	-	-
Total Resources	501,782	1,241	28,029	24,576	63,039	439,006	605,465	1,135,211	176,622	538,456	2,011,676
Requirements											
Administration	100,780	-	-	-	-	-	-	-	-	-	-
Comm. Development	-	-	-	-	-	-	-	-	-	-	-
Public Safety	115,000	-	-	-	-	-	-	-	-	-	-
Community Services	24,689	-	-	-	-	-	-	-	-	-	-
PW Operations	-	-	-	-	-	-	-	-	-	-	-
Operations Department	-	-	-	680	-	-	-	-	-	2,340	1,069,800
Capital Department	-	-	-	-	\$63,039	-	-	-	-	101,079	-
Debt Service	-	-	-	-	-	-	-	1,000	-	-	160,000
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	100,000
Total Appropriations	240,469	-	-	680	63,039	-	-	1,000	-	103,419	1,329,800
Total Unappropriated and Reserve Amounts	261,313	1,241	28,029	23,896	-	439,006	605,465	1,134,211	176,622	435,037	681,876
Total Requirements	501,782	1,241	28,029	24,576	63,039	439,006	605,465	1,135,211	176,622	538,456	2,011,676

Section 3. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 4th day of February, 2020.



Keith Mays, Mayor

Attest:



Sylvia Murphy, MMC, City Recorder

Exhibit 1
Requested appropriations by source of funding

GENERAL FUND

1. The beginning fund balance in the General Fund was higher than expected due to revenue exceeding expectations and prudent spending.

Additional beginning fund balance	\$ 477,093	Ongoing annual
November 2019 Special Election	23,000	-
State Lobbying	24,000	-
Council Goal Setting	10,830	-
Personal services/court overtime	15,000	-
Bond Polling	27,950	-
Police Vehicle Computers	115,000	-
Total proposed FY19-20 uses of funds	\$ 215,780	-
Remaining funds	\$ 261,313	-

2. The library has received additional funds from Washington County Cooperative Library Services called "Pool 2" funds that are a true up that occurs once taxes are actually received by the County. Pool 2 funds must be used within the same fiscal year on one-time expenditures. Adjustments to account for this additional funding is reflected below:

Library Pool 2	\$ 24,689
Total to General Fund	\$ 24,689
Technical writing for policy and procedures	\$ 1,000
Renderings of future expansion	3,500
Graphic design work for children's services marketing	1,000
Equity facilitation training for two librarians	1,000
Library Conference attendance for two additional staff	2,200
Scrum project management training for library management staff	2,600
Juvenile NonFiction--replace state & country books	1,000
Library of Things / Board Games	1,000
Toys for storytimes	339
Signage for front desk & computer area	2,500
Shopping carts (qty 2)	350
Quick charging station	1,200
Ergonomic equipment for staff computer monitors / stations	1,500
Free-standing double-sided shelving unit for J World Languages	5,500
Total proposed FY19-20 uses of funds	\$ 24,689
Remaining funds	-

GRANTS FUND

3. Beginning fund balance was higher than projected in the Grants Fund. In addition, an unanticipated expense arose for the Community Enhancement Program. The CECP Promotional Items/Giveaways was not all spent in FY 18-19 as planned and a portion of prior year's appropriation needs to be moved into FY 19-20. Adjustments for this expense is reflected below:

Additional beginning fund balance	\$ 24,576
CECP Promotional Items/Giveaways	680
Total proposed FY19-20 uses of funds	\$ 680
Remaining funds	\$ 23,896

GENERAL CONSTRUCTION FUND

4. The beginning fund balance in the General Construction Fund exceeded budgeted expectations due to the timing and carrying forward of various projects. The carryforward, unspent funding for various projects have been included and adjustments needed for various projects are reflected below:

Additional beginning fund balance	\$ 63,039
Architect for YMCA expansion	23,000
Cedar Creek Trail	100,377
Ice-Age Tonquin Trail Way	17,825
Park SDC Methodology Update	(78,163)
Total proposed FY19-20 uses of funds	\$ 63,039
Remaining funds	-

STREET CAPITAL FUND

5. The beginning fund balance for the Street Capital Fund was lower than expected due to Infrastructure and Development Fees coming in lower than anticipated. In the current fiscal year however, these fees are higher than expected due to the timing of permit issuances for various projects. The beginning fund balance and revenue adjustment are reflected below:

Additional beginning fund balance	\$(55,513)
Infrastructure and Development Fees	660,978
Total to Street Capital Fund	\$ 605,465
Remaining funds	\$ 605,465

WATER FUND

6. The beginning fund balance in the Water Fund exceeded budgeted expectations due to the timing and carrying forward of City projects. In addition, to prevent a potential over-expenditure in the debt service budgetary category, staff is requesting extra be budgeted for current years debt service payment. The beginning fund balance adjustment along with the debt payment request is reflected below:

Additional beginning fund balance	\$1,135,211
Debt Service	1,000
Total proposed FY19-20 uses of funds	\$ 1,000
Remaining funds	\$1,134,211

STORM FUND

7. The beginning fund balance in the Storm Fund exceeded budgeted expectations due to the timing and carrying forward of City projects. The carryforward, unspent funding for various projects has been included and adjustments to current projects are reflected below. This revision along with the additional beginning fund balance is noted below:

Additional beginning fund balance	\$ 538,456
Michael Court and Lowell	76,482
2 nd & Park St. Storm Water Facility Rehab	291,433
Sunset Blvd Sidewalk Infill	44,784
Sunset/Highway 99 Improvement	(132,000)
Oregon Street Improvements	(103,138)
May Court (Drainage)	(64,442)
Murdock Apartments Swale	(9,700)
Total proposed FY19-20 uses of funds	\$ 103,419
Remaining funds	\$ 435,037

BROADBAND FUND

8. The beginning fund balance for the Broadband Fund was lower than expected due to Charges for Services and Contributions coming in lower than anticipated. In the current fiscal year Charges for Services are higher than expected and with the addition of the loan, Finance is updating the initial budgeted revenue projections. The beginning fund balance and revenue adjustments are reflected below.

In addition to the revised revenue projections, the department is also needing to revise the original appropriated Operations category to reflect the expansion and build out of the City's fiber network as a result of the loan. The City is increasing this appropriation category to cover the costs of adding 3 full time employees at \$147,000, purchase of two vehicles at \$125,435, two pieces of drilling equipment at \$411,327, a vacuum unit costing \$96,238, closing costs for the debt \$39,800 and additional materials and services estimated at \$250,000. Additionally, a new appropriations category debt service is being created to cover the debt payment of \$160,000 and the City is increasing contingency by \$100,000. Those revisions are noted below:

Additional beginning fund balance	\$ (47,543)
Charges for Services	45,219
Interest Revenue	14,000
Bond Proceeds	2,000,000
Total to Broadband Fund	\$2,011,676
Vehicles and Equipment	633,000
Bond Issuance Costs	39,800
Additional FTE	147,000
Materials and Services	250,000
Debt Service	160,000
Contingency	100,000
Total proposed FY19-20 uses of funds	\$1,329,800
Remaining funds	\$ 681,876