

RESOLUTION NO. 2019-34

**RESOLUTION MAKING APPROPRIATIONS FOR THE CITY OF
FOREST GROVE, WASHINGTON COUNTY, OREGON, FOR THE
FISCAL YEAR COMMENCING JULY 1, 2019, AND ENDING JUNE 30, 2020**

WHEREAS, the City Council has adopted the FY 2019-20 Budget now on file in the office of the City Recorder.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2019, and for the following purposes are hereby appropriated as follows:

	<u>General Fund</u>	
Legislative & Executive	\$	658,767
Administrative Services		3,310,879
Library		1,375,735
Planning		571,925
Engineering		980,941
Police Services		6,674,081
Fire Department		4,949,795
Aquatics		714,996
Parks and Recreation		795,631
Municipal Court		410,143
Non-Departmental		10,000
Contingencies		1,000,000
Transfers		650,000
Total General Fund Appropriations	\$	<u>22,102,893</u>

Light Fund

Electric Services	\$ 19,513,068
Debt Service	305,313
Transfers	1,115,465
Contingencies	<u>1,000,000</u>
Total Light Fund Appropriations	\$ <u>21,933,846</u>

Sewer Fund

Sewer Services	\$ 1,726,927
Transfers	87,192
Contingencies	<u>750,000</u>
Total Sewer Fund Appropriations	\$ <u>2,564,119</u>

Sewer SDC Fund

Sewer Infrastructure Construction	\$ 70,000
Debt Service	111,222
Contingencies	<u>100,000</u>
Total Sewer SDC Fund Appropriations	\$ <u>281,222</u>

Water Fund

Water Services	\$ 4,793,586
Debt Service	434,925
Transfers	332,230
Contingencies	<u>1,303,250</u>
Total Water Fund Appropriations	\$ <u>6,863,991</u>

Water SDC Fund

Water Infrastructure Construction	\$ 813,000
Transfers	1,400
Contingencies	<u>150,000</u>
Total Water SDC Fund Appropriations	\$ <u>964,400</u>

Surface Water Management Fund

SWM Services	\$	1,614,377
Transfers		55,682
Contingencies		150,000
Total SWM Fund Appropriations	\$	<u>1,820,059</u>

SWM SDC Fund

SWC Infrastructure Construction		442,000
Contingencies		64,897
Total SWM SDC Fund Appropriations	\$	<u>506,897</u>

Street Fund

Street Services	\$	2,340,274
Contingencies		100,000
Total Street Fund Appropriations	\$	<u>2,440,274</u>

Building Permits Fund

Building Permit Services	\$	970,586
Transfers		56,936
Contingencies		120,000
Total Building Permits Fund Appropriations	\$	<u>1,147,522</u>

Community Enhancement Fund

Materials & Services	\$	104,000
Transfers		8,000
Total Community Enhancement Fund Appropriations	\$	<u>112,000</u>

Library Endowment Fund

Materials & Services	\$	4,008
Total Library Endowment Fund Appropriations	\$	<u>4,008</u>

Street Tree Fund

Materials & Services	\$	78,395
Transfers		1,000
Total Street Tree Fund Appropriations	\$	<u>79,395</u>

Transportation System Fund

Materials & Services	\$	550,000
Total Transportation System Fund Appropriations	\$	<u>550,000</u>

Public Arts Donations Fund

Materials & Services	\$	<u>19,899</u>
Total Public Arts Donations Fund Appropriations	\$	<u>19,899</u>

Facility Major Maintenance Fund

Capital Outlay	\$	<u>1,003,845</u>
Total Facility Major Maint. Fund Appropriations		<u>1,003,845</u>

Forfeiture Fund

Materials & Services	\$	<u>4,733</u>
Total Forfeiture Fund Appropriations		<u>4,733</u>

Equipment Fund

Vehicle Services	\$	1,228,302
Contingencies		<u>250,000</u>
Total Equipment Fund Appropriations	\$	<u>1,478,302</u>

Fire Equipment Replacement Fund

Capital Outlay	\$	670,000
Contingencies		<u>80,000</u>
Total Fire Equip. Replacement Fund Appropriations	\$	<u>750,000</u>

Information Systems Fund

Information System Services		486,107
Contingencies		<u>20,000</u>
Total Information Systems Fund Appropriations	\$	<u>506,107</u>

City Utility Fund

Materials & Services	\$	<u>230,622</u>
Total City Utility Appropriations & Fund	\$	<u>230,622</u>

Risk Management Fund

Risk Management Services	\$	663,001
Transfers		40,000
Contingencies		<u>30,000</u>
Total Risk Management Fund Appropriations	\$	<u>733,001</u>

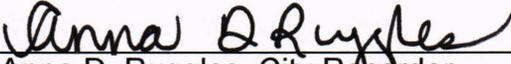
Bikeway Improvements Fund

Capital Outlay	\$	<u>18,162</u>
Total Bikeway Improvements Fund Appropriations	\$	<u>18,162</u>

<u>Park System Development Fund</u>	
Park System Construction	\$ 3,550,844
Total Park System Develop. Fund Appropriations	\$ <u>3,550,844</u>
 <u>Traffic Impact Fund</u>	
Capital Outlay	\$ 2,627,356
Total Traffic Impact Fund Appropriations	\$ <u>2,627,356</u>
 <u>Transportation Development Tax Fund</u>	
Capital Outlay	\$ 11,240,163
Total Traffic Impact Fund Appropriations	\$ <u>11,240,163</u>
 <u>Capital Projects Fund</u>	
Capital Projects	\$ 669,481
Total Capital Projects Fund Appropriations	\$ <u>669,481</u>
 <u>CIP Excise Tax Fund</u>	
Capital Outlay	\$ 253,668
Transfers	285,070
Total CIP Excise Tax Fund Appropriations	\$ <u>538,738</u>
 <u>Trail Systems Fund</u>	
Materials & Services	\$ 1,309
Total Trail Systems Fund Appropriations	\$ <u>1,309</u>
 <u>City Transient Lodging Tax Fund</u>	
Materials & Services	\$ 159,000
Capital Outlay	\$ 74,700
Total Transient Lodging Tax Fund Appropriations	\$ <u>233,700</u>
 Total APPROPRIATIONS, All Funds	 \$ 84,976,888
 Total Unappropriated Amounts, All Funds	 \$ <u>35,212,830</u>
 TOTAL ADOPTED BUDGET	 \$ <u>120,189,718</u>

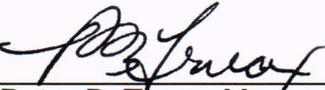
Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 24th day of June, 2019.



Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 24th day of June, 2019.



Peter B. Truax, Mayor



<u>CITY RECORDER USE ONLY:</u>	
AGENDA ITEM #:	9., 10. & 11.
MEETING DATE:	06/24/2019
FINAL ACTION:	RESO 2019-33
	RESO 2019-34
	RESO 2019-35

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *June 24, 2019*

PROJECT TEAM: *Paul Downey, Administrative Service Director*

SUBJECT TITLE: *Resolutions to Adopt FY 2019-20 Budget, Make Appropriations for FY 2019-20, and Levy Property Taxes for FY 2019-20*

ACTION REQUESTED:

<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Order	<input checked="" type="checkbox"/>	Resolution	<input checked="" type="checkbox"/>	Motion	<input type="checkbox"/>	Informational
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X all that apply

ISSUE STATEMENT: The Budget Committee approved the Proposed FY 2019-20 Budget of \$120,237,091 on May 9, 2019. The City Council now needs to adopt the FY 2019-20 Approved Budget with any changes approved by the City Council, levy the property taxes for FY 2019-20, and make the appropriations that set the legal expenditure level in each fund.

BACKGROUND: Staff is proposing the following three changes to the Approved Budget:

- Increase in Capital Outlay in the Water Fund of \$125,000 for the replacement of a flow meter on the 24-inch pipe from the Joint Water Commission (JWC) plant to the City’s distribution system. The meter is not reading correctly so the City is not correctly recording the amount of water it is receiving from the JWC plant. This issue was not known when the budget was prepared and the flow meter needs to be replaced. The funds for this project will come from Water Fund Reserves.
- Increase in Professional Services in the Building Permits Fund of \$12,000 to scan large plans that need to be retained by the City and an increase in Building Permits Fund Capital Outlay for making changes to the building inspectors’ work areas to improve their working area. The funds for these changes will come from Building Fund Reserves.
- Corrections to Engineering Personnel Services due to a calculation error when personnel services were budgeted. The correction lowers Engineering Personnel Services by \$47,373. The correction was made as it reduces the amount of the General Fund Support Services charge paid to the General Fund by the Water, Sewer, Street, and Surface Water Management Funds. Ending Fund Balances in all of the funds affected by the correction were increased by the amount of correction applied to each of the funds.

After working with Bonneville Power Administration for the last few years, Light and Power has received approval from BPA to install a feeder line from Filbert Street Substation to the Thatcher Substation. The new line will fix the brief outages that are caused by issues from the BPA line from Tillamook as the new feeder line will receive power from the BPA line from McMinnville. An initial estimate of the cost of the project is about \$900,000. The project is expected to take two years and will involve changes to the Filbert Substation, the installation of the power line, and the replacement of about 100 poles along the route. Staff is not asking for additional budget resources as the project will be completed by deferring other maintenance projects that can be safely delayed, some of the poles along the route were already budgeted to be replaced, and existing funds for outside design services are already in the Budget.

The Adopted Budget decreased by \$47,373 to \$120,189,718 after the above changes. Staff has prepared the necessary resolutions, which incorporate the changes in this memorandum for Council's consideration.

FISCAL IMPACT: The fiscal impact of the changes has been discussed above.

STAFF RECOMMENDATION: Staff recommends the City Council approve the attached resolutions to adopt the FY 2019-20 Budget, levy the taxes approved by the Budget Committee for FY 2019-20, and establish the legal appropriations for FY 2019-20.

ATTACHMENT(s):

Resolutions:

1. Adopting Budget for Fiscal Year Commencing July 1, 2019, and Ending June 30, 2020;
2. Levying and Categorizing Taxes for the City of Forest Grove, Washington County, Oregon, for the Fiscal Year Commencing July 1, 2019, and Ending June 30, 2020; and
3. Making Appropriations for the City of Forest Grove, Washington County, Oregon, for the Fiscal Year Commencing July 1, 2019, and Ending June 30, 2020