

RESOLUTION NO. 2020-58

**RESOLUTION ADOPTING BUDGET FOR FISCAL YEAR
COMMENCING JULY 1, 2020, AND ENDING JUNE 30, 2021**

WHEREAS, the Budget Committee of the City of Forest Grove has approved a budget for the City for the Fiscal Year commencing July 1, 2020, pursuant to the provisions of Oregon Local Budget Law; and

WHEREAS, changes have been proposed to the Budget approved by the Budget Committee, and

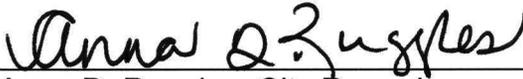
WHEREAS, a hearing has been held before the City Council as required by law and it appears to the Council that the Approved Budget as changed by the City Council should be adopted.

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

Section 1. That the City Council hereby adopts the FY 2020-21 Budget approved by the Budget Committee of the City of Forest Grove in the amount of \$129,040,175.

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

PRESENTED AND PASSED this 22nd day of June, 2020.



Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 22nd day of June, 2020.



Peter B. Truax, Mayor



A place where families and businesses thrive.

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	6. 1. & 6. 2. & 6. 3.
MEETING DATE:	06/22/2020
FINAL ACTION:	6. 1. RESO 2020-58
	6. 2. RESO 2020-59
	6. 3. RESO 2020-60

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *June 22, 2020*

PROJECT TEAM: *Paul Downey, Administrative Service Director*

SUBJECT TITLE: *Resolutions to Adopt FY 2020-21 Budget, Make Appropriations for FY 2020-21, and Levy Property Taxes for FY 2020-21*

ACTION REQUESTED:

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

X all that apply

ISSUE STATEMENT: The Budget Committee approved the Proposed FY 2020-21 Budget with changes on June 4, 2020, in the amount of \$128,709,175. The City Council now needs to adopt the FY 2020-21 Approved Budget with any changes approved by the City Council, levy the property taxes for FY 2020-21, and make the appropriations that set the legal expenditure level in each fund for FY 2020-21.

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

- Adding back to General Fund reserves the \$25,000 that the City will be reimbursed by CARES funds from Washington County for its business assistance programs for eligible business outside the Urban Renewal Agency boundaries.
- Increase in Professional Services in the General Fund Planning Department of \$67,000 to allow for:
 - \$11,000 in funding for traffic projections as part of the Oak Area study that is starting. The traffic information will be needed for future approvals of potential zoning and other changes by the City Council and Metro. Funding will come from General Fund reserves.
 - \$56,000 in funding from a State of Oregon Land Conservation and Development Commission (LCDC) Grant for a supplemental System Development Charge (SDC) study for the Westside Planning Area.
- Light and Power Department is in the process of purchasing materials and equipment for its transmission line and substation project. It is not known when all the materials will be ordered or when the deliveries of the equipment will occur so a budget change is proposed to budget some of the expenditures in both fiscal years. Beginning Fund Balance Revenue will be increased by \$250,000 and Capital

Outlay will be increased by the same amount to allow for the expenditure of funds to purchase the equipment.

The Adopted Budget increased by \$331,000 to \$129,040,175 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 2020-21 Budget, levy the taxes approved by the Budget Committee for FY 2020-21, and establish the legal appropriations for FY 2020-21.

ATTACHMENT(s): Resolutions Adopting Budget for Fiscal Year Commencing July 1, 2020, and Ending June 30, 2021; Levying and Categorizing Taxes for the City of Forest Grove, Washington County, Oregon, for the Fiscal Year Commencing July 1, 2020, and Ending June 30, 2021; and Making Appropriations for the City of Forest Grove, Washington County, Oregon, for the Fiscal Year Commencing July 1, 2020, and Ending June 30, 2021.

FORM UR-1

NOTICE OF BUDGET HEARING

A public meeting of the Forest Grove Urban Renewal Agency will be held on June 22, 2020, at 9:15 p.m. at the Community Auditorium, 1915 Main Street, Forest Grove, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020, as approved by the Forest Grove Urban Renewal Agency Budget Committee. The public may attend and observe in the Community Auditorium, 1915 Main Street, as space allows (no more than 25 persons total at one time). However, the public is encouraged to observe the meetings through Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE on [Channel 30](#) or live streamed on MACC TVCTV [YouTube Channel 30](#). Comments may be submitted in writing by 3 pm on June 22, 2020, via email to bmaughan@forestgrove-or.gov or in person if attending the meeting in the Community Auditorium.

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 1924 Council Street, Forest Grove, Oregon, between the hours of 9:00 a.m. and 5:00 p.m. or online at www.forestgrove-or.gov. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Paul Downey, Director of Administrative Services Telephone: 503-992-3200 Email: pdowney@forestgrove-or.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2018-19	Adopted Budget This Year 2019-20	Approved Budget Next Year 2020-21
Beginning Fund Balance/Net Working Capital	190,461	342,814	338,917
Federal, State and All Other Grants			
Revenue from Bonds and Other Debt			
Interfund Transfers			
All Other Resources Except Division of Tax & Special Levy	10,079	11,750	4,950
Revenue from Division of Tax	236,546	320,000	434,963
Revenue from Special Levy			
Total Resources	437,086	674,564	778,830

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services			
Materials and Services	49,644	204,891	460,139
Capital Outlay			
Debt Service	41,252	335,673	318,691
Interfund Transfers			
Contingencies			
All Other Expenditures and Requirements			
Unappropriated Ending Fund Balance	346,190	134,000	
Total Requirements	437,086	674,564	778,830

FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program			
FTE for that unit or program			
FTE			
Non-Departmental / Non-Program	346,190	674,564	778,830
FTE	0	0	0
Total Requirements	346,190	674,564	778,830
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *
 The FY 2020-21 Approved Budget for the Forest Grove Urban Renewal Agency is \$778,830 and includes funding for storefront improvement grants, festival street concept design, installation of public art, funding for up to two parklets in the central downtown area, funds set aside for other projects that may qualify for urban renewal funding, and debt service payments for the loan from the City for costs related to a significant development in the downtown area.

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings	\$1,785,122	\$0
Total	\$1,785,122	\$0

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet or add sheets. You may delete unused lines.