

RESOLUTION NO. 2020-67

RESOLUTION TRANSFERRING APPROPRIATIONS WITHIN VARIOUS FUNDS FOR THE FISCAL YEAR 2019-20

WHEREAS, the City Council has determined that due to unforeseen expenditures it is necessary to increase the appropriations for the operation of various funds.

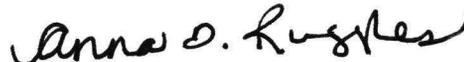
NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. The following appropriations transfers for FY 2019-20 will be made:

1. Transfer \$50,000 from General Fund Contingency (1001800 8300) to Administrative Services Department Attorney Services (1001200 6295). Total Administrative Service Appropriations are increased to \$3,360,879.
2. Transfer \$25,000 from General Fund Contingency (1001800 8300) to Parks Department Regular Wages (1001600 5000). Total Parks Department Appropriations are increased to \$820,631.
3. Transfer \$145,000 from General Fund Contingency (1001800 8300) as follows: 1) \$125,000 to Fire Department Overtime (1002200 5300); and 2) \$20,000 to Emergency Expenditures (1002200 6900). Total Fire Department Appropriations are increased to \$5,156,795.
4. Transfer \$3,000 from Building Permits Fund Contingency (2053200 8300) to Building Permits Transfers (2053200 8300). Total Building Fund Permit Transfer Appropriations increase to \$59,936.
5. Transfer \$40,000 from Fire Equipment Replacement Fund (FERF) Contingency (3552300 8300) to FERF Equipment Replacement (3552300 7170). Total FERF Capital Outlay is increased to \$865,000.
6. Transfer \$550,000 from Light and Power (L&P) Fund Contingency (6104100 8300) to: 1) \$250,000 to Purchased Power (6104110 6075); and 2) \$300,000 to System Additions & Upgrades (6104110 7150). L&P Electric Services Appropriations are increased to \$20,063,068.

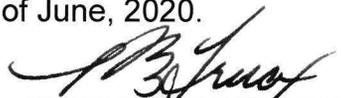
Section 2. This resolution is effective immediately upon its enactment by the City Council.

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 #:	<u>6. 10.</u>
MEETING DATE:	<u>06/22/2020</u>
FINAL ACTION:	<u>6. 10. RESO 2020-67</u>

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *June 22, 2020*

PROJECT TEAM: *Paul Downey, Administrative Services Director*

SUBJECT TITLE: *FY 2019-20 Appropriations Transfers*

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 adopted budget for a fiscal year is based upon best estimates at the time the budget is adopted. During the fiscal year, unanticipated events may occur and actual expenditures become known.

At the end of the fiscal year, it is standard procedure to review expenditures throughout the budget and to modify appropriations, which are legal expenditure limits, for expenditures which may exceed the appropriated levels by the end of the fiscal year. ORS Chapter 294 permits the governing body to transfer appropriations within a fund so the budgeted appropriations are not exceeded. The attached resolution authorizes the appropriation transfers necessary for FY 2019-20.

BACKGROUND: Upon review of the preliminary year-to-date expenditures as of June 11, 2020, staff has prepared a resolution for Council consideration to avoid potential appropriation over expenditures in the General Fund, the Building Permits Fund, the Fire Equipment Replacement Fund, and the Light & Power Fund at the end of FY 2019-20. The reasons for the proposed transfers are discussed below. The numbers for the reasons correspond to the transfer numbers in the proposed resolution:

1. In the Administrative Services Department, appropriations need to be increased by \$50,000 to cover legal expenses being higher than budgeted due to unanticipated legal work that needed to occur.
2. In the Parks Department, appropriations need to be increased by \$25,000 to pay for personnel costs being higher due to changes in employees' insurance coverage levels and an employee being changed from a Parks Utility Worker I to a Parks Utility Worker II.
3. In the Fire Department, appropriations need to be increased by \$145,000 to pay for:
 - 1) \$125,000 for overtime on fire conflagrations that will be reimbursed by the State of

California; and 2) \$20,000 for expenditures related to COVID-19 mitigation for which reimbursement from CARES funds will be requested.

4. In the Building Permits Fund, a transfer from Contingency of \$3,000 to Transfers needs to be made to cover the actual amount of General Fund Support Services charges transferred to the General Fund.
5. In the Fire Equipment Replacement Fund, \$40,000 need to be transferred from Contingency to Capital Outlay to pay for the City's share of the fire engine that cost more than originally budgeted due to the increase in cost of steel and other components for the fire engine.
6. In the Light and Power Fund, \$550,000 will be transferred from Contingency to: 1) \$250,000 for Power Purchases (6104010 6075) to pay for the actual costs of power purchases which are covered by additional revenue from higher electric sales; and 2) \$300,000 for System Additions and Upgrades (6104110 7015) to pay for materials and equipment for the new transmission line from the Filbert Substation to the Thatcher Substation. The materials and equipment are being ordered but the delivery dates are not known so additional expenditure authority is being added in the event the items ordered are delivered in the current fiscal year.

FISCAL IMPACT: Fiscal impact was explained above.

STAFF RECOMMENDATION: Staff recommends the City Council approve the attached resolution transferring appropriations within the FY 2019-20 Budget.

ATTACHMENT(s): Resolution Transferring Appropriations Within Various Funds for the Fiscal Year 2019-20