



City of Stevenson

Administrator's Department

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TO: City Council
FROM: Ben Shumaker, Interim City Administrator
DATE: February 20th, 2025
SUBJECT: Scenarios for 2025 Budget Amendment #1

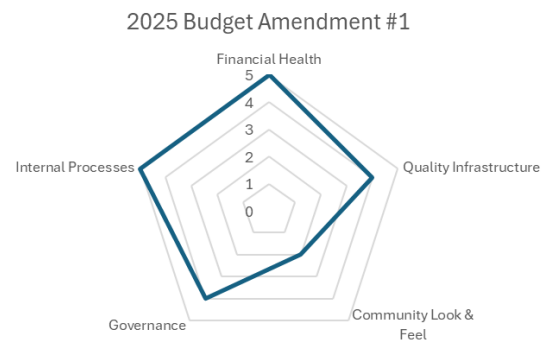
Introduction

The 2025 Budget was adopted on November 21st, 2024. This memo presents 3 scenarios for public and City Council consideration as part of the public hearing and the Council's first touch of the potential amendment. The proposed changes advance the City Council's Strategic Priorities related to Financial Health, Internal Processes, Governance, and Quality Infrastructure.

Scenario 1 – Tourism, Fire, Streets

The amendment proposed in this scenario involves changes to 4 of the City's 16 funds. The scenario:

- Increases the expenditure authority of the **Tourism Promotion Fund** by \$20,958. The increased expenditure involves a commensurate reduction of the ending fund balance. The need for this amendment was identified by the former Deputy Clerk Treasurer prior to his departure and is based on the cumulative total amount of tourism promotion contracts approved by the City Council on January 16, 2025. No changes are proposed related to the fund's resources.
- Changes the name of the Fire Reserve Fund to **Fire Fund**. Within this fund the following changes are proposed:
 - Increase the fund's estimated ending cash by \$111,811. This amount is equivalent to the unexpended FY 2024 appropriations for fire protection. The change was specifically requested at the January 16th City Council meeting.
 - Increase the fund's budgeted expenditure by \$274,998. This amount is equivalent to the total 2025 appropriation for fire control within the General Fund. This change helps to operationalize the Council's intent to reserve unexpended fire appropriations each year; no future action would be required to transfer unexpended funds, should there be any at the close of FY 2025. So long as the operational budget stays within this fund, the same will be true for future fiscal years.
 - Increases the total appropriations of the fund by \$386,809. This amount combines the 2 bullet points above.
 - Increases the total budgeted resources by \$386,809, a transfer-in from the **General Fund**.
- Amends the resources and appropriations of **Street Fund** by \$50,000 each. This is accomplished by a transfer-in from the **General Fund**. The amendment addresses needs identified by the Public Works Director to allow for preliminary project scoping, development review assistance, policy assistance, and radar feedback signs.



- Adjusts General Fund appropriations by transferring-out an additional \$436,809 above the initial budget's \$50,000. This is equivalent to the amounts described above for fire (\$386,809) and streets (\$50,000), and reducing the estimated ending cash balance by \$161,811. This amount is equivalent to the amount reserved related to the 2024 fire budget (\$111,811) and the increased expenditure in streets (\$50,000).

Finally, all of the changes above would reduce the City's overall estimated ending cash balance by \$70,958. This is equal to the authorized expenditures related to tourism (\$20,958) and streets (\$50,000).

Scenario 2 – Tourism, Fire Only

The amendment involves the same changes described above for the Tourism Promotion Fund and the Fire Fund. Changes to the Street Fund are excluded.

Scenario 3 – Tourism, Streets Only

The amendment involves the same changes described above for the Tourism Promotion Fund and the Street Fund. Changes to the Fire Fund are excluded.

Public Involvement

This evening's public hearing was advertised in the *Skamania County Pioneer* on Feb 12 and 19. As of this writing (Feb 15), staff has received no written feedback and only one casual verbal inquiry about the topic of the amendment. Written comments received prior to the hearing will be forwarded to the City Council for review prior to the hearing. At the public hearing the City Council is expected to listen for substantive comments that may influence their decision.

Next Steps/Action

Tonight's public hearing represents the first time the City Council is reviewing the potential amendments. Generally, the Council chooses to review topics at least twice before action, however, the Council is not obligated to. Should the Council feel comfortable selecting a scenario tonight, it can move for adoption of the amending ordinance: "I move to attach Scenario [1/2/3] and approve *an ordinance amending the budget for the City of Stevenson Washington for Fiscal Year 2025* as presented and appended".

Prepared by,

Ben Shumaker

Attachments:

- 1- Draft Ordinance
 - a. Scenario 1
 - b. Scenario 2
 - c. Scenario 3