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## CITY COUNCIL MEMO

TOPIC: *FY2025 BUDGET*

DATE: 6/18/2025

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### **BACKGROUND**

There are two resolutions relating to the FY2025 budget. One is for a supplemental budget for which requires a public hearing. The other resolution is to adjust appropriations between categories.

### **DISCUSSION**

A supplemental budget resolution is required because the original budget did not appropriate for capital outlay in the Street SDC Fund for the Downtown Infrastructure Project. This does not increase spending, but to properly categorize the expenditure.

The supplemental resolution also adopts additional revenue for the appropriation of increased expenditure for events in the Visitor Tourism Fund and adopts and appropriates for the expenditure of the OPIOD funds in the Community Enhancement Fund that were unanticipated at the time the FY2024 budget was adopted.

The budget transfers resolution is to transfer appropriations between budgeted categories as shown on the exhibit. This does not increase the budget expenditures; it only changes how it is expended.

### **RECOMMENDATION**

Staff recommend adoption of the supplement budget resolutions as presented.

City of St. Helens  
**RESOLUTION NO. 2040**

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ST. HELENS  
AUTHORIZING A TRANSFER OF APPROPRIATIONS FOR FISCAL YEAR 2024-2025

**WHEREAS**, in accordance with 294.463, City of St. Helens, Oregon may transfer appropriations within or between funds for Fiscal Year 2024-2025 that were authorized by the St. Helens City Council pursuant to Resolution No. 2010; and

**WHEREAS**, ORS 294.463 allows an appropriation transfer within or between a fund to be approved by resolution if the proposed changes do not change the total appropriations within a fund and if the transfer from contingency, if applicable, is less than 15% of the total appropriations in a fund; and

**WHEREAS**, it is necessary to change appropriations within funds for purposes as noted in Exhibit A; and

**WHEREAS**, OAR 294.463 allows for transferring appropriations via resolution.

**NOW, THEREFORE**, the Common Council of the City of St. Helens resolves that the appropriations transfers in the attachment Exhibit A, which by this reference is made part of this Resolution are authorized.

**Approved and adopted** by the City Council on June 18, 2025, by the following vote:

Ayes:

Nays:

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Jennifer Massey, Mayor

ATTEST:

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Kathy Payne, City Recorder

## EXHIBIT A

### Appropriation Transfers - FY2024-2025

<u>Fund</u>	<u>Dept/Category</u>	<u>Adj Amount</u>	<u>Appropriation Transfer From</u>	
General Fund				
City Council	Personnel Services	4,000.00	Contingency	Council COLA's more than anticipated
City Council	Materials & Services	7,000.00	Contingency	Professional development-New Mayor
Police	Materials & Services	150,000.00	Personnel Services	Vehicle leases & legal costs
Library	Materials & Services	4,000.00	Personnel Services	Digital resources, Makerspace & Facilities Maint
Parks	Materials & Services	4,000.00	Personnel Services	Unanticipated Harbormaster lease payment
Information Technology	Personnel Services	50,000.00	Materials & Service	Budgeted 1/2 time positioned remained FT
Information Technology	Personnel Services	57,000.00	Contingency	Budgeted 1/2 time positioned remained FT
General Services	Materials & Services	20,000.00	Contingency	Legal costs
Community Development Fund				
Interfund Loan	Transfers	300,000.00	Ind Bus Park M & S	Final repayment of 2017 interfund loans
Economic Planning	Materials & Services	600,000.00	Ind Bus Park M & S	Legal costs