



*City of Tualatin*

## CITY OF TUALATIN Staff Report

**TO:** Honorable Mayor and Members of the City Council  
**THROUGH:** Sherilyn Lombos, City Manager  
**FROM:** Don Hudson, Assistant City Manager/Finance Director  
**DATE:** June 22, 2020

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**SUBJECT:**

Consideration of **Resolution No. 5503-20**, Authorizing Changes to the FY 2019-2020 Adopted Budget.

**RECOMMENDATION:**

Staff recommends adopting the attached resolution.

**EXECUTIVE SUMMARY:**

Local Budget Law allows for transfer of appropriations within a fund when authorized by a resolution of the City Council; allows an appropriation for pass through payments that are made to another organization to be increased by resolution, if the actual amount collected exceeds the budgeted estimate; and, allows for the expenditure of specific purpose grants after enactment of an appropriation resolution authorizing the expenditure.

In the Sewer Operating Fund, the retirement of a long time employee, their vacation payoffs and the hiring of a temporary replacement will cause the personal services budget to be exceeded. The attached resolution will transfer from the fund's contingency to cover the projected overage.

In the Sewer Development Fund, the City collected more Sewer System Development Charges than was projected when the budget was prepared. Since 96% of the SDC is passed through to Clean Water Services, the expenditure appropriation needs to be increased to account for the higher revenue and pass through payments.

Lastly, in the General Fund, the City was awarded a specific purpose grant from the Metropolitan Area Communications Commission for the purchase of Web Application Software. In order to purchase the equipment, the Information Services appropriation needs to be increased.

All proposed changes to the adopted budget are included in the attached Resolution.

**FINANCIAL IMPLICATIONS:**

The net effect in all funds is zero, as the resolution transfers existing appropriations from one account to another, or increases appropriations from additional revenues that were received in FY 2019-2020.

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**ATTACHMENTS:**

- Resolution No. 5503-20