



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> June 6, 2022		<b>Subject: Resolution No. 2973</b> Supplemental Budget Adjustment  <b>Staff Member:</b> Katherine Smith, Assistant Finance Director  <b>Department:</b> Finance	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: June 6, 2022 <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial  <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt Resolution No. 2973.			
<b>Recommended Language for Motion:</b> I move to adopt Resolution No. 2973.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

### ISSUE BEFORE COUNCIL:

A supplemental budget resolution for the FY 2021/22 budget year.

**EXECUTIVE SUMMARY:**

Oregon's Local Budget Law allows the Council to amend the adopted budget for an occurrence or condition that was not known at the time the budget was adopted. A special hearing must be held to discuss and adopt the supplemental budget. The governing body holds the public hearing although the budget committee is not required to be involved. Public notice of the hearing must be published 5 to 30 days before the hearing. The governing body enacts a resolution to adopt the supplemental budget after the hearing.

This supplemental budget includes the four items outlined below:

1. **Sewer System Development Charge (SDC) Fund Beginning Fund Balance:** True up beginning fund budgetary balance to actual; increasing fund beginning working capital \$1,672,079 and contingency \$1,672,079.
2. **Kiva Building Roof Truss Repair:** Remove and replace damaged and deficient trusses; \$350,840. Increase CIP 8157 (Kiva Roof Replacement) funded by General Fund contingency. This project was approved by City Council on May 16, 2022.
3. **Kiva / Art Tech:** Renovation expense related repairs; \$60,000. Increase CIP 8153 (Kiva / Art Tech Renovate) funded by General Fund contingency.
4. **Washington County (WA CO) Transportation System Development:** Adjustment to transfer historical Washington County related transportation funds out of Roads SDC Fund into the WA Co Transportation System Development Fund; \$394,715.

**EXPECTED RESULTS:**

The supplemental budget adjustment adopted by the Council at a regularly scheduled meeting.

**TIMELINE:**

As required by Local Budget Law, a notice for the public hearing has been published in the Wilsonville Spokesman on June 1, 2022. The adoption of the Supplemental Budget Adjustment is required prior to the end of the fiscal year, June 30, 2022.

**CURRENT YEAR BUDGET IMPACTS:**

See detail outlined in Exhibit A.

**COMMUNITY INVOLVEMENT PROCESS:**

The public hearing will be held on June 6, 2022 as a part of the adoption process.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The amended budget provides for the delivery of services and construction of capital projects throughout the community.

**ALTERNATIVES:**

Not approving the attached supplemental budget could result in overspending current budget appropriations. The City is required to disclose all excess of expenditures over appropriations in the Annual Comprehensive Financial Report (ACFR).

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 2973
  - A. Exhibit A - Need, Purpose and Amount: Detail by Fund & Category