



RESOLUTION 2018-005

ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2017-18 AND MAKING APPROPRIATIONS

WHEREAS, on June 20, 2017, the City of Sherwood budget for fiscal year 2017-18 was adopted and funds were appropriated by the City Council; and

WHEREAS, the City of Sherwood has since received or expects to soon receive unanticipated revenues and a supplemental budget is required in order to expend those revenues; and

WHEREAS, the accounting for interfund activity related to fleet was changed from transfers to cost recovery; and

WHEREAS, certain unplanned events have occurred during the course of this budget year; and

WHEREAS, in order not to overspend appropriations in any category of expenditures, it is necessary to transfer appropriations within several funds from certain expenditure categories to other expenditure categories; and

WHEREAS, the purpose of all new and transferred appropriations are detailed in Exhibit A attached hereto; and

WHEREAS, pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget year; and

WHEREAS, pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets; and

WHEREAS, in accordance with local budget law, notice was published on January 25, 2018 of the public hearing that was held before the City Council on February 6, 2018.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. **Adoption of an FY17-18 Supplemental Budget.** The City Council of the City of Sherwood, Oregon hereby adopts the supplemental budget for FY17-18 in the sum of \$2,953,318.

Section 2. Making Appropriations. The additional amounts for the fiscal year beginning July 1, 2017 shown below are hereby appropriated as follows:

Fund	General	General Construction	Grants	Street Operations	Street Capital	Water	Sanitary	Storm	Telecom
Resources									
Beginning fund balance	110,850	1,175							
Intergovernmental	107,880								
Charges for Service	150,000								100,000
Miscellaneous Revenue	5,000		8,000						
Sale of Land					1,780,780				
Transfers In	684,360		5,273						
Total Resources	1,058,090	1,175	13,273	-	1,780,780	-	-	-	100,000
Requirements									
Administration	148,074								
Comm. Development	172,586								
Public Safety	150,349								
Community Services	52,510								
PW Operations	(78,857)								
Operations Department			8,000	30,600		33,650	34,050	42,340	105,000
Capital Department		1,250							
Debt Service									
Transfers Out	5,348	(75)		(30,600)	825,000	(33,650)	(34,050)	(42,340)	
Contingency	(129,249)								(5,000)
Total Appropriations	320,761	1,175	8,000	-	825,000	-	-	-	100,000
Total Unappropriated and Reserve Amounts	737,329		5,273		955,780				-
Total Requirements	1,058,090	1,175	13,273	-	1,780,780	-	-	-	100,000

Section 3. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 6th day of February, 2018.


Lee Weislogel, Mayor

Attest:


Sylvia Murphy, MMC, City Recorder

Purpose behind appropriations for supplemental budget
(Appropriation level underlined)

Exhibit A
Resolution 2018-005

GENERAL FUND (GF)

1. Items that were identified by the Budget Committee to be paid for from funds obtained from the sale of land to the School District-General Fund
 - a. Professional Services for Comprehensive Plan Visioning (Community Development CDD) \$60,000
 - b. Deferred maintenance items (Public Works Operations PW)
 - i. Replace chairs at PW 2,450
 - ii. Civic Building VFD #2 replacement 8,000
 - iii. Fieldhouse in-fill turf field 5,000
 - iv. Civic Building Brick Sealing 30,000
 - v. Stella Olsen asphalt from bridge to stage 5,000
 - vi. Pioneer basketball court crack seal 1,820
 - vii. Snyder trail crack seal phase II 1,000
 - viii. Murdock Park trails crack seal 400
 - ix. Oregon Trail Park trails crack seal 200
 - x. Stella pathway crack seal phase II 413
 - xi. Snyder Park concession building restroom sealing 1,500

Total use of proceeds from sale of land \$115,783
2. Use of Washington County Cooperative Library Services Pool 2 funds and Book Match grant. (Community Services CS)
 - a. Book Match printing (booklets, advertisements, forms, bookmarks...) \$ 4,400
 - b. Book Match display accessories 600
 - c. Marketing and outreach 4,000
 - d. Picture books 2,300
 - e. Multi-media 3,000
 - f. Furniture 6,820
 - g. iPads 1,200
 - h. Signage/Children's area 3,590

Total use of unanticipated Library funds \$ 25,910
3. Use of Marijuana tax distribution (Public Safety PS)
 - a. DOJ grant match for body worn cameras \$ 43,000
 - b. Contribution to Justice Center 10,000
 - c. Training for body worn cameras 3,000

Total use of one-time Marijuana tax funds \$ 56,000
4. Use of additional revenue from unanticipated development projects (CDD)
 - a. Professional Services for building plan reviews \$ 25,000
 - b. Shifting of engineering priorities to General Fund-personnel costs 86,442
 - c. Upgrade part time permit tech to full time-personnel costs 13,600

GRANTS FUND

10. Materials and supplies related to the HEAL grant (<u>Operations</u>)	\$ 8,000
Total increase in appropriations for the Grants Fund	\$ 8,000

GENERAL CONSTRUCTION FUND

11. Use of PEG fees for Microphone mixers (<u>Capital</u>)	\$ 1,250
12. Remaining Metro CEP grant funds (<u>Transfers out</u>)	<u>(75)</u>
Total increase in appropriations offset by beginning fund balance	\$ 1,175

STREET CAPITAL FUND

13. Transfer to GF of portion of receipts from sale of land to School District that exceed initial purchase price of the land plus accrued interest (<u>Transfers out</u>)	<u>\$825,000</u>
Total increase in appropriations for the Street Capital Fund	\$825,000

TELECOM – (Operations)

14. Complete initial Salesforce implementation	\$ 15,000
15. Engineering work to bring fiber down Herman Rd	10,000
16. Build fiber into Hillsboro data center	5,000
17. Salesforce and DocuSign software	5,000
18. Internet and cabling costs	7,000
19. Workbench, splicing door, additional supplies	9,000
20. Communications equipment	11,000
21. Spool of 288 count fiber for anticipated projects	35,000
22. Change in vehicle need from trailer to van	<u>8,000</u>
Total increases to Telecom appropriations, offset by unanticipated revenue from customers (\$100,000) as well as use of \$5,000 of contingency	\$105,000