

RESOLUTION NO. 2025 - 54

A Resolution adopting a supplemental budget for fiscal year 2025-26 and making appropriation transfers.

RECITALS:

Whereas, this resolution proposes a supplemental budget for the General Fund, Affordable Housing Fund, Streets Fund, Airport Maintenance Fund, Building Fund, Wastewater Services Fund, Wastewater Capital Fund, and Information Systems and Services Fund; and

Whereas, this supplemental budget is to accommodate unknown circumstances at the time the budget was adopted based on a the soft close of the City's books and the rollover of uncompleted projects at fiscal year-end; and

Whereas, Oregon Local Budget Law allows a local government to prepare a supplemental budget when circumstances were unknown at the time the budget was prepared thus requiring a change in financial planning (ORS 294.471); and

Whereas, the General Fund's new resources that were not known at the time of the budget was adopted come from unused balances in the prior fiscal year (\$985,045), and interfund loans from Wastewater Capital fund that were approved by council in a prior year (\$175,708); and

Whereas, the Affordable Housing Fund, Streets Fund, Airport Maintenance Fund, and Building Fund amendments for information technology improvements were less than \$1,100 each and are covered by unused balances in the prior fiscal year; and

Whereas, the Wastewater Services Fund has additional beginning fund balance beyond what was originally budgeted and will use that to fund a roof replacement that has been rolled over to the new year (\$100,000) and to cover its portion of the information technology improvements (\$3,767); and

Whereas, the Wastewater Capital Fund has additional beginning fund balance beyond what was originally budgeted and will use that to fund multiple projects that have rolled over to the new year (\$1,885,000) and to transfer interfund loans to the General Fund to cover capital purchases (\$175,708); and

Whereas, the Information Services Fund will have additional revenue from the funds listed above to cover the information technology improvements (\$44,428); and

Whereas, the governing body must adopt a resolution to adopt the supplemental budget and make any necessary appropriations; and

Whereas, the supplemental budget for expenditures in the General Fund, Affordable Housing Fund, Streets Fund, Airport Maintenance Fund, Building Fund, Wastewater Services Fund, and Information Systems and Services Funds are not changed by more than 10%, and therefore a public hearing is not required for this reason; and

Whereas, any proposed adjustment that will change any fund's expenditures by more than 10% requires public hearings prior to adoption of the Council resolution; and

Whereas, the Wastewater Capital Fund increase in appropriations does exceed this statutory limit (ORS 294.473); and

Whereas, the public notice was published on October 3rd and October 6th, and the public budget hearing took place prior to the consideration of this resolution on October 14, 2025; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF McMinnville, OREGON, as follows:

1. **Adopt the following Budget Amendment:** The Common Council of the City of McMinnville adopts the following Budget Amendment for 2025-2026 in the General Fund, Affordable Housing Fund, Streets Fund, Airport Maintenance Fund, Building Fund, Wastewater Services Fund, Wastewater Capital Fund, and Information Systems and Services Fund
2. **Make Supplemental Appropriations:** The additional appropriations for fiscal year 2025-26 are hereby appropriated as detailed in Exhibit A.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 14th day of October 2025 by the following votes:

Ayes: Chenoweth, Payne, Geary, Cunningham, Tucholsky, Peralta

Nays: _____

Approved this 14th day of October 2025.



MAYOR

Approved as to form:

Attest:

Tyler C. Geoman-Millette
ACTING CITY ATTORNEY

Claudia Cisneros
CITY RECORDER

EXHIBIT:

- A. Schedule of Budgetary Changes

Exhibit A - Schedule of Budgetary Changes

	Adopted Budget	Budget Adjustment	Amended Budget
General Fund			
Resources			
Beginning Fund Balance	4,950,271	117,675	5,067,946
Designated Beginning Fund Balance-Committed	2,295,050	867,370	3,162,420
Transfers In	3,067,123	175,708	3,242,831
All Other Resources	27,795,520		27,795,520
Total Resources	38,107,964	1,160,753	39,268,717

Requirements			
Administration	2,380,153	96,619	2,476,772
Finance	958,023	1,078	959,101
Engineering	1,818,832	2,455	1,821,287
Community Development	2,499,963	115,415	2,615,378
Police	12,525,945	39,449	12,565,394
Municipal Court	809,924	1,437	811,361
Parks & Recreation	3,678,467	220,378	3,898,845
Park Maintenance	2,610,763	648,863	3,259,626
Library	2,630,418	35,059	2,665,477
All Other Requirements	4,205,844		4,205,844
Subtotal appropriation	34,118,332	1,160,753	35,279,085
Ending Fund Balance	3,989,632		3,989,632
Total Requirements	38,107,964	1,160,753	39,268,717

Affordable Housing Fund			
Resources			
Beginning Fund Balance	1,168,333	135	1,168,468
All Other Resources	2,935,094		2,935,094
Total Resources	4,103,427	135	4,103,562

Requirements			
Affordable Housing Programming	4,093,024	135	4,093,159
Transfers Out to Other Funds	10,000	-	10,000
Subtotal appropriation	4,103,024	135	4,103,159
Ending Fund Balance	403		403
Total Requirements	4,103,427	135	4,103,562

Street Fund**Resources**

Beginning Fund Balance	1,363,065	1,077	1,364,142
All Other Resources	2,930,050		2,930,050
Total Resources	4,293,115	1,077	4,294,192

Requirements

Street Maintenance and Improvements	2,859,351	1,077	2,860,428
All Other Requirements	823,281	-	823,281
Subtotal appropriation	3,682,632	1,077	3,683,709
Ending Fund Balance	610,483		610,483
Total Requirements	4,293,115	1,077	4,294,192

Airport Maintenance Fund**Resources**

Beginning Fund Balance	1,073,652	180	1,073,832
All Other Resources	1,778,219		1,778,219
Total Resources	2,851,871	180	2,852,051

Requirements

Airport Maintenance and Operations	2,001,555	180	2,001,735
All Other Requirements	370,518	-	370,518
Subtotal appropriation	2,372,073	180	2,372,253
Ending Fund Balance	479,798		479,798
Total Requirements	2,851,871	180	2,852,051

Building Fund**Resources**

Beginning Fund Balance	2,100,280	1,061	2,101,341
All Other Resources	735,750		735,750
Total Resources	2,836,030	1,061	2,837,091

Requirements

Building Plan Review & Inspection	915,054	1,061	916,115
All Other Requirements	279,533	-	279,533
Subtotal appropriation	1,194,587	1,061	1,195,648
Ending Fund Balance	1,641,443		1,641,443
Total Requirements	2,836,030	1,061	2,837,091

Wastewater Services Fund**Resources**

Beginning Fund Balance	2,157,944	103,767	2,261,711
All Other Resources	12,178,617		12,178,617
Total Resources	14,336,561	103,767	14,440,328

Requirements

Wastewater Services Program	6,370,355	103,767	6,474,122
All Other Requirements	7,181,234	-	7,181,234
Subtotal appropriation	13,551,589	103,767	13,655,356
Ending Fund Balance	784,972		784,972
Total Requirements	14,336,561	103,767	14,440,328

Wastewater Capital Fund**Resources**

Beginning Fund Balance	22,079,854	2,060,708	24,140,562
All Other Resources	8,347,242		8,347,242
Total Resources	30,427,096	2,060,708	32,487,804

Requirements

Sewer Capital Improvements	6,854,170	1,885,000	8,739,170
Transfers Out to Other Funds	554,925	175,708	730,633
Contingencies	2,500,000	-	2,500,000
Subtotal appropriation	9,909,095	2,060,708	11,969,803
Ending Fund Balance	20,518,001		20,518,001
Total Requirements	30,427,096	2,060,708	32,487,804

Information Systems & Services Fund**Resources**

Charges for Services	985,589	44,428	1,030,017
All Other Resources	1,291,341		1,291,341
Total Resources	2,276,930	44,428	2,321,358

Requirements

Information Technology Services	2,011,517	44,428	2,055,945
Contingencies	75,000	-	75,000
Subtotal appropriation	2,086,517	44,428	2,130,945
Ending Fund Balance	190,413		190,413
Total Requirements	2,276,930	44,428	2,321,358