

RESOLUTION NO. 2023 - 65

A Resolution adopting a budget amendment for fiscal year 2023-24 in the General Fund and Information Services Fund.

RECITALS:

Whereas, this resolution proposes a budget amendment to begin spending on the previously authorized Emergency Manager project supported by the revenue recovery funds received by the General Fund with the close of the American Rescue Plan Act (ARPA) grant last fiscal year; and

Whereas, it further proposes a budget amendment to recognize the needed appropriations for the FY2023-24 spending associated with three new grants awarded to the Community Development Department; and

Whereas, Oregon Local Budget Law ORS 294.471 allows a local government to prepare a budget amendment to accommodate unknown circumstances at the time the budget was adopted; and

Whereas, the timing of Emergency Manager project initiation has been accelerated relative what was known at the time of putting together the FY2023-24 budget and the grant programs had application deadlines and award amounts that also were unknown during the current year's budget process; and

Whereas, this budget amendment will reduce the General Fund's year-end designated fund balance to support future ARPA approved project activities by the \$52,050 needed for seven months of staffing and basic materials and services costs for the Emergency Manager new hire as well as \$4,900 in one-time costs for computer and workstation needs; and

Whereas, the computer outlay of \$3,500 will be added to the Fund 80 Information Services program budget; and

Whereas, the General Fund transfers out category will increase by the \$3,500 and the balance of the Emergency Manager's FY2023-24 projected costs of \$48,550 will be added to the Engineering program budget; and

Whereas, one grant from Business Oregon comes from two state programs for a total award of \$160,000 with \$142,000 anticipated to be received for the current year; and

Whereas, \$130,000 will be spent on professional services associated with the work on the Innovation Center in FY2023-24 and the \$12,000 balance pays for the time of existing staff to work on the project; and

Whereas, this Innovation Center grant complements existing funding that, like the Emergency Manager, draws from the revenue recovery funds received by the General Fund with the close of the ARPA grant in FY2022-23, allowing the staffing support in the amount of \$12,000 from those committed funds to be spent in a later year and increasing the General Fund's year-end designated fund balance by that amount; and

Whereas, one grant from the Department of Land Conservation and Development (DLCD) provides resources to assist the City of McMinnville in state mandated work established in House Bill 2003, passed by the legislature in 2019 means new appropriations of \$35,000 will be added for the Housing Production Strategy in the Community Development program budget; and

Whereas, the second grant from the DLCD for \$150,000 in total for the UGB Amendment requirements now in Oregon statute, will be spent over two fiscal years, with an additional appropriation of \$50,000 in FY2023-24 also going the Community Development program budget; and

Whereas, the new budget expenditures do not exceed 10% of either fund's original appropriations, the budget amendment may be made with a Council resolution; 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 2023-2024 in the General Fund and Information Services Fund.
2. **Make Added Appropriations:** The new appropriations for fiscal year 2023-2024 are hereby adopted as detailed in Exhibit A.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 28th day of November 2023 by the following votes:

Ayes: _____ Chenoweth, Garvin, Geary, Menke, Payne, Peralta _____

Nays: _____

Approved this 28th day of November 2023.



MAYOR

Approved as to form:



CITY ATTORNEY

Attest:



CITY RECORDER

Exhibit A

	Amended Budget as of Oct 2023	Budget Adjustment	Amended Budget
General Fund:			
Resources:			
	\$ 7,516,606	\$ 227,000	\$ 7,743,606
Intergovernmental Funds			
All resources unchanged	<u>46,256,968</u>	<u>-</u>	<u>46,256,968</u>
Total Resources	<u>53,773,574</u>	<u>227,000</u>	<u>54,000,574</u>
Requirements:			
Community Development	\$ 2,696,554	\$ 215,000	\$ 2,911,554
Engineering	2,009,533	48,550	2,058,083
Transfers Out	6,735,666	3,500	6,739,166
Designated Ending Fund Balance	2,843,814	-40,050	2,803,764
All other requirements unchanged*	<u>39,488,007</u>	<u>-</u>	<u>39,488,007</u>
Total Requirements	<u>\$ 53,773,574</u>	<u>227,000</u>	<u>\$ 54,000,574</u>
Information Services Fund:			
Resources:			
Transfers In	\$ 611,358	\$ 3,500	\$ 614,858
All other resources unchanged	<u>1,654,315</u>	<u>0</u>	<u>1,654,315</u>
Total Resources	<u>2,265,673</u>	<u>3,500</u>	<u>2,269,173</u>
Requirements:			
Program	\$ 2,088,844	\$ 3,500	\$ 2,092,344
All other requirements unchanged*	<u>176,829</u>	<u>0</u>	<u>176,829</u>
Total Requirements	<u>2,265,673</u>	<u>3,500</u>	<u>2,269,173</u>

* Total includes unappropriated ending fund balance