CITY OF OREGON CITY
INCORPORATED 1844

COMMISSION REPORT

FOR AGENDA DATED

June 27, 1990

TO THE HONORABLE MAYOR AND COMMISSIONERS

Subject: Transfer of Appropriations for Fiscal Year 1989-90 - Resolution No. 90-39

Report No. 90-162

In order to have sufficient appropriations to allow necessary expenditures for the operations of the City, transfers are needed as follows:

General Fund

The Administration Department has three programs requiring additional funds:

1. The City Commission Program due to the cost of the City newsletter;
2. The City Manager Program due to the contract settlement of the former City Manager; and
3. Legal Sevices Program due to the volume of work entailed in ordinance re-drafting stemming from City development.

	Current	Increase	Decrease	Adjusted
City Commission	26,300	4,500		30,800
City Manager	79,672	36,000		115,672
Legal	91,000	28,000		119,000
Other Programs	384,412		4,000	380,412
APPROPRIATION	581,384	68,500	4,000	645,884
NET TRANSFER OF APPROPRIATION		64,500		
Non-Departmental:				
Contingency	102,067		64,500	37,567
Other Programs	723,000			723,000
APPROPRIATION	825,067	-0-	64,500	760,567
NET TRANSFER OF APPROPRIATION			64,500	

Storm Drain Fund

Personal Services increased by changes in compensation and fringe costs and the volume of labor for the first year of activity in this new Utility Fund.

Capital Outlay was higher for the repairs to Main Street drainage.

ISSUED BY THE GENERAL MANAGER

Subject: Transfer of Appropriations for Fiscal Year 1989-90 - Resolution No. 90-39 — Report No. 90-162

As an Enterprise Fund, all costs are paid from fees which are estimated to be $230,000. In addition, System Development charges will exceed $60,000. Total resources will be approximately $320,000 with expenditures of $250,000, leaving a carryforward of approximately $70,000.

	Current	Increase	Decrease	Adjusted
Personnel Services	90,675	11,000		101,675
Materials/Services	34,950		16,000	18,950
Capital Outlay	30,820	5,000		35,820
Other	81,055		16,000	81,055
APPROPRIATION	237,500	16,000	16,000	237,500

Downtown Parking Fund

Costs of maintenance and leasing were higher than budgeted, while there were no expenditures for additional facilities.

	Current	Increase	Decrease	Adjusted
Personnel Services	0			0
Materials/Services	16,200	4,000		20,200
Capital Outlay	16,050		4,000	12,050
Other	19,275			19,275
APPROPRIATION	51,525	4,000	4,000	51,525

Development Services Fund

Additional salaries for the HOPP Project Engineer and Code Enforcement position, combined with the general increase in salaries and finge costs necessitate the use of Contingency funds and unused Materials and Services funds. Additional, some funds were needed to cover the cost of equipment. The fund is predicted to end the year with a carryforward of at least $77,000.

	Current	Increase	Decrease	Adjusted
Personnel Services	320,323	40,181		360,504
Materials/Services	60,084		11,000	49,084
Capital Outlay	4,300	1,000		5,300
Other - Contingency	30,181		30,181	0
APPROPRIATION	414,888	41,181	41,181	414,888

COMMISSION REPORT

TO THE HONORABLE MAYOR AND COMMISSIONERS

Subject: Transfer of Appropriations for Fiscal Year 1989-90 - Resolution No. 90-39 Report No. 90-162

Public Works Fund

Increases in payroll costs for the rate of pay and benefits.

	Current	Increase	Decrease	Adjusted
Personnel Services	162,647	8,000		170,647
Materials/Services	235,035		8,000	227,035
Capital Outlay	995,867			995,867
Other	120,670			120,670
APPROPRIATION	1,514,219	8,000	8,000	1,514,219

Cemetery Fund

The volume of purchases was higher than budgeted, while the transfer to Parks of employee's time lowered the actual Personal Service costs. Charges for services received form other funds could be higher.

	Current	Increase	Decrease	Adjusted
Personnel Services	103,991		12,500	91,491
Materials/Services	34,500	11,000		45,500
Capital Outlay	5,700			5,700
Other	5,000	1,500		149,191
APPROPRIATION	149,191	12,500	12,500	149,191

Water Fund

Franchise fees based on the revenue of the fund will be considerably higher. The funds to to the General Fund, as do all of the franchise fees. The increase is funded from Contingency.

	Current	Increase	Decrease	Adjusted
Personnel Services	257,526			257,526
Materials/Services	519,175			519,175
Capital Outlay	938,692			938,692
Debt Service	378,702			378,702
Transfers	116,906	45,000		161,906
Contingency	705,343		45,000	660,343
Other	93,356			93,356
APPROPRIATION	3,009,700	45,000	45,000	3,009,700

Subject: Transfer of Appropriations for Fiscal Year 1989-90 - Resolution No. 90-39 | Report No. 90-162

Fleet Service Fund

The Personal Service costs increased by a higher rate from salaries and for fringe benefits.

	Current	Increase	Decrease	Adjusted
Personnel Services	92,539	10,000		102,539
Materials/Services	120,250		10,000	110,250
Capital Outlay				-0-
Contingency	416			416
APPROPRIATION	213,205	10,000	10,000	213,205

In order to make the transfer of appropriations as needed, it is necessary for the City Commission to approve a resolution. Based upon the information provide, it is recommended that Resolution No. 90-39 be approved.

CHARLES LEESON
Interim City Manager

jke
Att ch.
cc: Development Services Director
Recreation Director
Public Works Superintendent
Finance Officer

RESOLUTION NO. 90-39

A RESOLUTION TO TRANSFER APPROPRIATIONS WITHIN A FUND.

WHEREAS, ORS 294.450 provides the legal basis for transfers of appropriations within a fund; and

WHEREAS, the City Commission adopted a budget for 1989-90 and by Resolution No. 89-27 made appropriations for the current fiscal year; and

WHEREAS, the need new exists to transfer additional appropriations within the General Fund,, Storm Drain Fund, Downtown Parking Fund, Development Services Fund, Cemetery Fund, Water Fund, and Fleet Service Fund..

NOW, THEREFORE, BE IT RESOLVED by the City Commission of Oregon City that the Changes to Appropriations as outlined in Commission Report No. 90-162 which report is attached and made a part hereof, be authorized.

Adopted, signed and approved this 27th day of June, 1990.

Mayor-Commissioner	Commissioner
Commissioner	Commissioner
Commissioner	Comprising the City Commission of Oregon City, Oregon

CITY OF OREGON CITY
INCORPORATED 1844

COMMISSION REPORT

FOR AGENDA DATED June 27, 1990

TO THE HONORABLE MAYOR AND COMMISSIONERS

Subject: Adoption of Budget, Appropriation Authorization and Levying of Taxes for Fiscal Year 1990-91 - Resolution No. 90-38

Report No. 90-163

On the June 27, 1990 Special meeting agenda is proposed Resolution No. 90-38 (copy attached) which provides for the adoption of the budget, provides appropriation authorization and levies the taxes provided for in the adopted budget.

ORS 294.435 (1) states in part the following:

"...The budget estimates and proposed tax levy of any fund as shown in the budget document may be amended prior to adoption. However, the amount of estimated expenditures for each fund shall not be increased by more than 10 percent thereof, and the amount of the total ad valorem taxes to be certified by the municipal corporation for levy for all funds shall not exceed the amount shown in the budget document as published..."

On February 26, 1990, the Budget Committee concluded a series of meetings that were conducted to approve the proposed 1990-91 budget requests. At that meeting, the Budget Committee approved a total property tax levy in the amount of $3,995,407; of which $674,254 required voter approval, and recommended City Commission acceptance. Subsequently, at its April 4, 1990 meeting, the City Commission accepted the proposed budget requests, and approved a total budget in the amount of $21,951,633 with a public hearing scheduled for May 2, 1990.

At the May 2, 1990 public hearing, the City Commission accepted the budget in the total amount of $21,951,633, following the public hearing.

Following adoption of Resolution No. 90-38, documentation will be filed with the Department of Revenue, County Clerk and County Assessor as requried by State statute.

CHARLES LEESON
Interim City Manager

jke
Attach.
cc:

RESOLUTION NO. 90 - 38

BE IT RESOLVED that the City Commission of the City of Oregon City Oregon, hereby adopts the 1990-91 budget as approved by the Budget Committee with amendments as made by the Commission following the public hearing on the approved budget at its May 2, 1990 meeting (Commission Report No. 90-97) and amendments made by the Commission at its June 27, 1990 Special Meeting (Commission Report No. 90-163), in the total sum of $22,056,733 now on file at City Hall.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 1990, and for the purposes shown below are hereby appropriated as follows:

	Department/ Function	Fund Total
GENERAL FUND (By Department):		
Administration	$582,982	
Municipal Court	157,144	
Police	1,822,956	
Fire	1,514,567	
Recreation (Parks, Senior center Aquatics, Summer Recreation)	621,014	
Library	498,858	
Non-Departmental	894,900	

		$6,092,421
PUBLIC WORKS (Street, elevator)		
Personal Services	210,533	
materials and Services	234,748	
Capital Outlay	1,427,788	
Debt Service	0	
Contingency	22,337	
Transfers	45,000	

		$1,940,406
DEVELOPMENT SERVICES		
Personal Services	490,100	
materials and Services	59,100	
Capital Outlay	24,900	
Debt Service		
Contingency	34,087	
Transfers		

		$608,187

FLEET SERVICE FUND	71,380	
Personal Services	92,395	
materials and Services	100	
Capital Outlay		
Debt Service		
Contingency		
Transfers	---------------	
		$163,875
WATER FUND	225,678	
Personal Services	619,926	
materials and Services	1,775,092	
Capital Outlay	376,000	
Debt Service	250,000	
Unappropriated Carryforward	150,000	
Contingency	140,000	
Transfers	---------------	
		$3,536,696
SEWER FUND	139,370	
Personal Services	1,541,787	
materials and Services	1,079,487	
Capital Outlay	0	
Debt Service	324,000	
Unappropriated Carryforward	385,000	
Contingency	60,000	
Transfers	---------------	
		$3,529,644
STORM DRAIN FUND	143,420	
Personal Services	109,275	
materials and Services	119,360	
Capital Outlay	0	
Debt Service	0	
Unappropriated Carryforward	2,000	
Contingency	25,000	
Transfers	---------------	
		$399,055
CEMETERY FUND	94,180	
Personal Services	41,000	
materials and Services	358,198	
Capital Outlay	0	
Debt Service	95,901	
Unappropriated Carryforward	5,691	
Contingency	0	
Transfers	---------------	
		$594,970

UTILITY BILLING FUND		
Personal Services	117,387	
materials and Services	62,500	
Capital Outlay	3,200	
Debt Service		
Unappropriated Carryforward	0	
Contingency	23,604	
Transfers	18,309	
	---------------	$225,000

STATE REVENUE SHARING FUND		
Personal Services		
materials and Services		
Capital Outlay		
Debt Service		
Unappropriated Carryforward	0	
Contingency	0	
Transfers	73,277	
	---------------	$73,277

CABLE TV SYSTEMS IMPROVEMENT FUND		
Personal Services		
materials and Services	15,600	
Capital Outlay	3,400	
Debt Service		
Unappropriated Carryforward	0	
Contingency	500	
Transfers		
	---------------	$19,500

9-1-1 RESERVE FUND		
Personal Services		
materials and Services	28,600	
Capital Outlay	3,000	
Debt Service		
Unappropriated Carryforward	0	
Contingency	400	
Transfers	30,000	
	---------------	$62,000

ASSESSEMENTS COLLECTION FUND		
Personal Services		
materials and Services		
Capital Outlay	2,000	
Debt Service		
Unappropriated Carryforward	0	
Contingency	57,500	
Transfers		
	---------------	$59,500

BRUSH PICKUP FUND		
Personal Services		
materials and Services	143,921	
Capital Outlay		
Debt Service		
Unappropriated Carryforward	30,000	
Contingency	7,171	
Transfers		

		$181,092

DOWN TOWN PARKING FUND		
Personal Services		
materials and Services	16,400	
Capital Outlay	26,700	
Debt Service		
Unappropriated Carryforward	0	
Contingency	0	
Transfers		

		$43,100

OREGON CITY ENHANCEMENT FUND		
Personal Services		
materials and Services	104,889	
Capital Outlay	98,111	
Debt Service		
Unappropriated Carryforward	0	
Contingency	80,000	
Transfers		

		$283,000

FACILITIES PLANNING		
Personal Services		
materials and Services	25,000	
Capital Outlay		
Debt Service		
Unappropriated Carryforward	0	
Contingency	0	
Transfers		

		$25,000

HOPP SEWER CONSTRUCTION		
Personal Services		
materials and Services	130,000	
Capital Outlay	3,920,000	
Debt Service	1,000	
Unappropriated Carryforward	0	
Contingency	1,000	
Transfers	1,000	

TOTAL		$4,053,000

CIVIC IMPROVEMENT FUND		
Personal Services		
materials and Services	48,000	
Capital Outlay	47,000	
Debt Service		
Unappropriated Carryforward	0	
Contingency	7,000	
Transfers		

TOTAL		$102,000
WARNER PARROTT/LINN AVE RE-ALIGNMENT FUND		
Personal Services		
materials and Services	100	
Capital Outlay	100	
Debt Service		
Unappropriated Carryforward	0	
Contingency	7,210	
Transfers		

TOTAL		$7,410
CITY CLEANUP FUND		
Personal Services		
materials and Services	50,000	
Capital Outlay		
Debt Service		
Unappropriated Carryforward	0	
Contingency	7,600	
Transfers		

TOTAL		$57,600

GRAND TOTAL ALL FUNDS		$22,056,733

BE IT FURTHER RESOLVED that the City Commission of the City of Oregon City, Oregon, hereby levies the taxes provided for the adopted budget in the amount of $3,321,153 and that these taxes are hereby levied upon all taxable property within said district as of 1:00 A.M., January 1, 1990. The following allocations constitute the above aggregate levy:

GENERAL FUND	2,985,852	
ESTIMATED TAXES NOT RECEIVED	335,301	
GRAND TOTAL		$3,321,153

Adopted, signed and approved this 27th day of June, 1990.

Mayor-Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Comprising the City Commission of Oregon City, Oregon

BE IT FURTHER RESOLVED that the City Commission of the City of Oregon City, Oregon, hereby levies the taxes provided for the adopted budget in the amount of $3,995,407 and that these taxes are hereby levied upon all taxable property within said district as of 1:00 A.M., January 1, 1990. The following allocations constitute the above aggregate levy:

GENERAL FUND	$3,592,034	
ESTIMATED TAXES NOT RECEIVED	403,373	
GRAND TOTAL		$3,995,407

Adopted, signed and approved this 27th day of June, 1990.

Mayor-Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Comprising the City Commission of Oregon City, Oregon

CITY OF OREGON CITY
CHANGES TO ACCEPTED BUDGET PRIOR TO ADOPTION ON JUNE 27, 1990
FISCAL YEAR 1990-1991 BUDGET

	notes	changes	as changed
GENERAL FUND:			
Administration	(1)	8,500	$582,982
Recreation (aquatics)	(2)	6,000	621,014
Non-Departmental	(3)	21,000	894,900
WATER FUND:			
Capital Outlay	(3)	20,000	1,775,092
SEWER FUND:			
Capital Outlay	(3)	20,000	1,079,487
STORM DRAIN FUND:			
Capital Outlay	(3)	7,000	
Capital Outlay	(4)	2,600	
TOTAL			119,360
DEVELOPMENT SERVICES FUND:			
Contingency	(5)	20,000	608,187
TOTAL CHANGES		105,100	
TOTAL PRIOR ACCEPTED BUDGET		21,951,633	
BUDGET PROPOSED FOR ADOPTION		22,056,733	

NOTES:

(1) To carryover the unused amounts budgeted for recodification of the city code. The process is being performed and will be completed in 90-91.

(2) To carryover the unused amounts budgeted for linking and completing software applications of the computer system. The system will link all departments to a common information base and allow all departments independent and direct access to information. The initial steps in the system are utility billing, business licenses, court, special assessments and cash receipts. Each of these programs will enable the city to service more citizens as the city grows without proportional increases in staff. Additionally, there will be enhancements to the ability to raise funds by efficient billing processes for a number of user fees.

(3) The entrance to the swim pool was scheduled for modification and the remaining funds need to be carried over to the next year when the work will be finished.

(4) To carryover the remaining funds for the CADD system in Development Services. These funds are for the information storage system, which is currently being evaluated for selection. This is being coordinated with the computer linkage for mutual sharing of the equipment, a major benefit to the linked system.

(5) To include additional 1990-91 revenue resources in the budget as contingency, requiring a resolution to transfer to an expenditure catagory.