

MEMORANDUM

TO: Mayor and City Council

FROM: Roberta Likens, Finance Director

SUBJECT: RESOLUTIONS TRANSFERRING APPROPRIATIONS WITHIN THE
GENERAL FUND

DATE: June 22, 2016

Background

ORS 294.450 allows the transfer of appropriations within a fund. It is necessary to move funds within the General Fund – Library Department, Parks Department, Court Support Services Department, Community Promotions Department, and Non-Departmental Department to cover unexpected expenditures in the 2015-16 Budget.

The attached resolution reduces the amount in the contingency line item in the Non-Departmental Department by \$50,550. The Non-departmental department is appropriated at the Materials and Services, Debt Service, and Transfer to Other Funds categories. All other departments within the General Fund are appropriated at the department level.

The contingency line item in the Non-departmental Fund will be reduced by \$50,550, and the offsetting increases will be as follows: Non-departmental Department, Transfer to South Lane Communications line item, \$23,050, in anticipation of possibly not receiving 911 budgeted revenue; Library Department, Children's Programs and Books line item, \$2,000, to recognize a Hundredth Monkey Foundation donation received but not spent in June of the prior fiscal year; Parks Department, Utility Maintenance Worker line item, \$5,000 to offset costs associated with an employee resigning in June and the need to pay out accrued leave, the Contractual Services line item, \$5,000, for costs anticipated for additional janitorial service in Coiner Park and All-America City Park, and Equipment Maintenance and Repair line item, \$2,500 for additional costs incurred; Court Support Services Department, Court Appointed Attorney Fees, \$8,000, related to the increased hourly rate for Court Appointed Attorneys; and Community Promotions Department, Chamber of Commerce Contributions line item, \$5,000, for additional transient room tax to be paid to the Chamber of Commerce. As with any re-appropriation of funds, the net effect on the bottom line is zero.

Recommendation

It is staff's recommendation that Council adopt the resolution.

Cost

No cost.


Richard Meyers, City Manager


Roberta Likens, Finance Director

RESOLUTION NO. _____

A RESOLUTION TRANSFERRING APPROPRIATIONS WITHIN THE GENERAL FUND.

WHEREAS, the City Council may transfer appropriations within a fund per ORS 294.450; and

WHEREAS, the City Council wishes to re-appropriate \$50,550 within the General Fund – Non Departmental Department, Library Department, Parks Department, Court Support Services Department and Community Promotions Department, for unanticipated costs associated with various appropriations;

NOW, THEREFORE, BE IT RESOLVED THAT the following reappropriations shall be made within the general fund of the 2015-16 Budget for the City of Cottage Grove:

GENERAL FUND:	FISCAL YEAR 2015-16			ADJUSTED BUDGET
	BUDGET	INCREASE	DECREASE	
Non-Departmental -				
Transfer to South Lane Communications	\$ 562,548	\$ 23,050		\$ 585,598
Contingency	\$ 269,817		\$ 50,550	\$ 219,267
Library Department	\$ 372,440	\$ 2,000		\$ 374,440
Parks Department	\$ 125,930	\$ 12,500		\$ 138,430
Court Support Services Department	\$ 63,900	\$ 8,000		\$ 71,900
Community Promotions Department	\$ 117,200	\$ 5,000		\$ 122,200
TOTALS:	\$ 1,511,835	\$ 50,550	\$ 50,550	\$ 1,511,835

BE IT FURTHER RESOLVED that this resolution shall be effective immediately upon its passage.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 27th DAY OF JUNE 2016.

 Thomas C. Munroe, Mayor
 Date: _____

ATTEST:

 Richard Meyers, City Manager
 Date: _____