

## **RESOLUTION NO. 2541**

### **A RESOLUTION PROVIDING FOR A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2020-2021, BUDGET TRANSFERS, AND MAKING APPROPRIATION CHANGES**

#### **THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:**

1. That the Fiscal Year 2020-2021 budget was adopted by the City Council on June 9, 2020, by Resolution No. 2498.
2. That Oregon Revised Statutes (“ORS”) 294.471(1)(b) provides for supplemental budget appropriations when authorized by official resolution of the governing body.
3. That the required public notice of the proposed supplement budget has been published in compliance with ORS 294.473, and the City Council has held the required public hearing on the proposed supplement budget.
4. That appropriation authority is available that ORS 294.463(1) provides for the transfer of available appropriations and that such transfers may be made between categories, and departments within a fund when authorized by official resolution of the governing body.
5. That appropriation authority is available from budgeted Contingency and that ORS 294.463(2) provides for the transfer of Contingency appropriation and that such transfers may be made within funds when authorized by official resolution of the governing body.
6. That recognition of additional resources and budget appropriations within the General Fund between divisions are needed to provide for the unanticipated and necessary expenses or to expend certain funds not anticipated at the time the budget was adopted pursuant to ORS 294.471 & 294.463.
7. That recognition of additional resources and budget appropriations within the General Fund is needed for the receipt and use of the of the CARES Act Coronavirus Relief Funds through the “PDX-CARES” relief program funds Intergovernmental Agreement (IGA) with the City of Portland to support the individuals, families, businesses and nonprofits facing extreme hardships as a result COVID-19 pandemic and the resulting economic downturn and to mitigate the spread and impact of COVID-19 in the City.

8. That a budget appropriation is needed to provide for the unanticipated and necessary additional expenses in the General Government division for the “PDX-CARES” COVID-19 relief support payments to residents and small businesses.
9. That a budget transfer is needed to provide for the unanticipated and necessary additional expenses in the General Government division for the donation to the East County Food Pantry.
10. That a budget transfer is needed to provide for the unanticipated and necessary additional expenses in the Information Services division associated with network switch replacement, and additional laptops, devices, and software to support telework adjustments related to COVID-19 conditions.
11. That a budget transfer is needed to provide for the unanticipated and necessary additional expenses in the Police Operations division associated with code enforcement clean up and board up nuisance abatement costs, and equipment, devices, and software licenses to support the new full time Code Compliance Officer, and the Tyler EnerGov software implementation.
12. That a budget appropriation is needed to provide for the unanticipated and necessary additional expenses of utilities costs for the operation of the leased Police Facility and maintenance costs, including HVAC and plumbing repairs, enhanced COVID-19 cleaning, and Kellogg Room projector and complete audio-visual system replacement expenses.
13. That a budget transfer is needed to provide for the unanticipated and necessary additional expenses in the Planning Department for staffing and consulting professional services to support the substantially increased development application volume, support the IGA implementation of the Tyler EnerGov software system, the University of Oregon Sustainable Cities Year Program, the Eagle Ridge Plaza design services, and additional laptops, devices and software to support telework adjustments related to COVID-19 conditions.
14. That a budget transfer is needed to provide for the unanticipated and necessary additional expenses in the Tourism and Economic Development Division for the Downtown Sewer SDC business subsidy costs, the startup funding for the Fall Festival of Arts, and the disc golf course equipment and site preparation costs.
15. That the Urban Renewal Agency of the City of Troutdale (“Agency”), does not have sufficient financial resources to complete the court mandated requirements of the Consent Judgement Prospective Purchaser Agreement (PPA) and needs additional financing to complete the necessary remediation actions, and the Agency and City have

entered into an IGA authorizing the Agency borrowing of additional funds from the City to finance Urban Renewal projects.

16. That a budget transfer is needed in the Transfers to Other Funds category to provide for the loan from the City to the Agency for the unanticipated and necessary expenses to continue the environmental remediation in compliance with the Consent Judgement PPA requirements.

17. That budget transfers to and within budget appropriations of the Code Specialties Fund between divisions to provide for the unanticipated and necessary expenses associated with the Intergovernmental Agreement with Gresham, staffing and organizational changes required to support the substantially increased development construction volume and maintain the building inspection services, and implementation of the Tyler EnerGov software system.

18. That budget appropriation transfers for unanticipated and necessary expenses associated with the temporary labor coverage cost for employees on Family and Medical Leave (FMLA) status and expenses related to inclement weather overtime and related payroll taxes, retirement contribution, and Workers' Compensation Insurance premium costs increases in the Water Utility Fund, Street Fund, Sewer Utility Fund, and Stormwater Utility Fund.

19. That budget transfers within budget appropriations of the Parks Improvement Fund in the Transfers to Other Funds category to provide for interfund capital project loan to the Sam Cox Bldg. Fund to fund the fire life safety system installation and refinance of the siding replacement project loan.

20. That budget transfers within budget appropriations of the Parks Improvement Fund in the Transfers to Other Funds category to provide for interfund capital project loan to the Bike Paths and Trails Fund for the completion of the Robins Way Trail landslide restoration project.

21. That a budget appropriation is needed within the Bike Paths and Trails Fund to recognize the proceeds from the Parks Improvement Fund interfund capital project loan proceeds and increasing requirements for Capital Outlay to provide for the unanticipated and necessary additional expenses for the completion of the Robins Way Trail landslide restoration project.

22. That a budget appropriation is needed within the Sam Cox Bldg. Fund to recognize the proceeds from the Parks Improvement Fund interfund capital project loan proceeds and increasing requirements for Capital Outlay and Transfers to Other Funds to provide for the unanticipated and necessary additional expenses to fund the fire life safety system

installation and refinance the previous interfund capital project loan for the siding replacement project.

23. That appropriation authority is available as ORS 294.468 provides for interfund loans and that such may be made between funds when authorized by official resolution of the governing body.

24. That consistent with existing City practice interest expense shall be charged on the outstanding loan balance commensurate with the average per annum interest yield in the State of Oregon Local Government Investment Pool computed and applied on a monthly basis.

25. That repayment of interfund loans are budgeted for, and repaid in full over a term not to exceed 10 years in accordance with ORS 294.468.

26. That consistent with existing City practice these interfund loan provisions for interest expense and 10-year term apply interfund loans including previously budgeted interfund capital project loan from the Parks Improvement Fund to the General Fund for the Depot remodel project.

27. That appropriation authority is available that ORS 294.463(3) provides for the transfer of available appropriations and that such transfers may be made between funds when authorized by official resolution of the governing body.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE:**

Section 1. The following appropriation adjustments to the Fiscal Year 2020-2021 Budget resources and expenditures are required to provide for unexpected needs or to expend certain funds not anticipated at the time the budget was adopted and are hereby authorized in accordance with ORS 294.471 & 294.463.

Section 2. The Fiscal Year 2020-2021 Budget is adjusted within the General Fund by recognizing additional resources totaling \$596,000 from the PDX-CARES Relief Funds and increasing requirements for General Government \$432,000 and PD Building Operations \$164,000 as detailed below. The net effect of such appropriation adjustments is to increase both resources and requirements by \$596,000.

Section 3. The 2020-2021 Budget is adjusted within the General Fund by transfer of existing Contingency appropriation totaling \$857,700 which is allocated to divisions as follows: \$2,500 General Government, \$37,000 Information Services, \$18,000 Police

Operations, \$227,000 Planning, \$73,200 Tourism and Economic Development and \$500,000 Transfers.

<b>GENERAL FUND</b>	<b>CURRENT BUDGET</b>	<b>INCREASE / (DECREASE)</b>	<b>REVISED BUDGET</b>
<b><i>Resources-</i></b>			
Revenue From Other Agencies	-	596,000	596,000
Total Resources:	19,082,962	596,000	19,678,962
<b><i>Requirements-</i></b>			
Legislative	52,318	-	52,318
Judicial	128,334	-	128,334
Legal	291,976	-	291,976
General Government	517,915	434,500	952,415
Administration	834,440	-	834,440
Community Services	173,881	-	173,881
Information Services	307,361	37,000	344,361
Finance	704,572	-	704,572
Police Operations	4,169,736	18,000	4,187,736
Public Safety Bldg. Operations	172,820	164,000	336,820
Solid Waste/Recycling	45,400	-	45,400
Fire Protection Services	2,389,129	-	2,389,129
Planning	599,897	227,000	826,897
Tourism & Economic Development	256,678	73,200	329,878
Parks & Greenways	1,256,103	-	1,256,103
Facilities	977,928	-	977,928
Transfers to Other Funds	1,927,222	500,000	2,427,222
Contingency	2,000,000	(857,700)	1,142,300
All other appropriations	-	-	-
Total General Fund Appropriations	16,805,708	596,000	17,401,708
Unappropriated	2,277,253	-	2,277,253
Total General Fund Requirements	19,082,962		19,678,962

Section 4. The 2020-2021 Budget is adjusted within the Code Specialties Fund by transfer of existing Contingency appropriation totaling \$30,000 and which is allocated to divisions as follows: \$10,000 to Building Inspections, \$10,000 to Electrical Inspections, and \$10,000 to Plumbing Inspections.

	CURRENT	INCEASE /	REVISED
CODE SPECIALITIES	BUDGET	(DECREASE)	BUDGET
Building	521,421	10,000	531,421
Electrical	94,718	10,000	104,718
Plumbing	184,323	10,000	194,323
Contingency	1,804,279	(30,000)	1,774,279
Total Fund Appropriations	2,604,741	-	2,604,741

Section 5. The 2020-2021 Budget is adjusted within the Water Utility Fund by transfer of \$15,000 existing Contingency appropriation and transfer of \$30,000 Materials and Services existing appropriation as detailed below totaling \$45,000 which is allocated to Personnel Services budget category.

	CURRENT	INCEASE /	REVISED
WATER FUND	BUDGET	(DECREASE)	BUDGET
Personnel Services	602,562	45,000	647,562
Materials & Services	939,697	(30,000)	909,697
Contingency	325,000	(15,000)	310,000
All other appropriations	2,088,870	-	2,088,870
Total Fund Appropriations	3,956,129	-	3,956,129

Section 6. The 2020-2021 Budget is adjusted within the Street Fund by transfer of existing Contingency appropriation totaling \$25,000 which is allocated which is allocated to Personnel Services budget category.

	CURRENT	INCEASE /	REVISED
STREET FUND	BUDGET	(DECREASE)	BUDGET
Personnel Services	277,140	25,000	292,140
Contingency	900,000	(25,000)	885,000
All other appropriations	2,632,255	-	2,632,255
Total Fund Appropriations	3,809,395	-	3,809,395

Section 7. The 2020-2021 Budget is adjusted within the Sewer Utility Fund by transfer of existing Contingency appropriation totaling \$15,000 which is allocated to Personnel Services budget category.

	CURRENT	INCEASE /	REVISED
SEWER FUND	BUDGET	(DECREASE)	BUDGET
Personnel Services	692,003	15,000	707,003
Contingency	200,000	(15,000)	185,000
All other appropriations	4,225,600	-	4,225,600
Total Fund Appropriations	5,117,603	-	5,117,603

Section 8. The 2020-2021 Budget is adjusted within the Storm Sewer Utility Fund by transfer of existing Contingency appropriation totaling \$15,000 which is allocated to Personnel Services budget category.

	CURRENT	INCEASE /	REVISED
STORM SEWER UTILITY FUND	BUDGET	(DECREASE)	BUDGET
Personnel Services	244,140	15,000	259,140
Contingency	687,432	(15,000)	672,432
All other appropriations	818,322	-	818,322
Total Fund Appropriations	1,749,894	-	1,749,894

Section 9. The 2020-2021 Budget is adjusted within the Parks Improvement Fund by transfer of existing Contingency appropriation totaling \$265,000 which is allocated to Transfers to Other Funds budget category.

Section 10. An interfund capital project loan of \$225,000 shall be made by the Parks Improvement Fund to the Sam Cox Bldg. Fund.

Section 11. An interfund capital project loan of \$40,000 shall be made by the Parks Improvement Fund to the Bike Paths and Trails Fund.

Section 12. Consistent with existing City practice interest expense shall be charged on the outstanding loan balance commensurate with the average per annum interest yield in the State of Oregon Local Government Investment Pool computed and applied on a monthly basis.

Section 13. Funds so loaned shall be budgeted for and repaid in full over a term not to exceed 10 years in accordance with ORS 294.468.

Section 14. Consistent with existing City practice these interfund loan provisions for interest expense and 10-year term shall apply to these newly established interfund loans as well as to the previously budgeted interfund capital project loan of \$400,000 made by the Parks Improvement Fund to the General Fund.

	CURRENT	INCEASE /	REVISED
PARKS IMPROVEMENT FUND	BUDGET	(DECREASE)	BUDGET
Transfers to Other Funds	400,000	265,000	665,000
Contingency	944,010	(265,000)	679,010
All other appropriations	792,500	-	792,500
Total Fund Appropriations	2,136,510	-	2,136,510

Section 15. The Fiscal Year 2020-2021 Budget is adjusted within the Bike Paths and Trails Fund by recognizing additional resources totaling \$40,000 from the Parks Improvement Fund interfund capital project loan proceeds and increasing requirements for Capital Outlay a like amount as detailed below. The net effect of such appropriation adjustments is to increase both resources and requirements by \$40,000.

	CURRENT	INCEASE /	REVISED
BIKE PATHS & TRAILS FUND	BUDGET	(DECREASE)	BUDGET
Resources-			
Transfers From Other Funds	-	40,000	40,000
Total Resources:	40,132	40,000	80,132
	CURRENT	INCEASE /	REVISED
BIKE PATHS & TRAILS FUND	BUDGET	(DECREASE)	BUDGET
Capital Outlay	40,132	40,000	80,132
Total Fund Appropriations	40,132	40,000	80,132

Section 16. The Fiscal Year 2020-2021 Budget is adjusted within the Sam Cox Bldg. Fund by recognizing additional resources totaling \$225,000 from the Parks Improvement Fund interfund capital project loan proceeds and increasing requirements for Capital Outlay \$180,000 and Transfers to Other Funds \$45,000 as detailed below. The net effect of such appropriation adjustments is to increase both resources and requirements by \$225,000.

	CURRENT	INCEASE /	REVISED
SAM COX BLDG FUND	BUDGET	(DECREASE)	BUDGET
Resources-			
Transfers From Other Funds	-	225,000	225,000
Total Resources:	27,900	225,000	252,900

	CURRENT	INCEASE /	REVISED
SAM COX BLDG FUND	BUDGET	(DECREASE)	BUDGET
Transfers to Other Funds	22,500	45,000	67,500
Capital Outlay	1,000	180,000	181,000
All other appropriations	4,400	-	4,400
Total Fund Appropriations	27,900	225,000	252,900

Section 17. Based upon the findings above the interfund loans, transfer of existing appropriation, and transfer of Contingency as described in the resolved sections are hereby approved.

Section 18. These 2020-2021 Budget transfers shall cause the appropriation by division, department, and budget unit within each fund to be increased and appropriated.

Section 19. The Finance Director is authorized and directed to implement all such actions necessary to ensure budgetary compliance.

Section 20. Upon adoption, this Resolution shall be effective as of July 1, 2020.

**YEAS: 7**  
**NAYS: 0**  
**ABSTAINED: 0**

---

**Randy Lauer, Mayor**  
**Date: June 23, 2021**

---

**Sarah Skroch, City Recorder**  
**Adopted: June 22, 2021**