City of Sherwood Oregon

Home of the Tualatin River National Wildlife Refuge

RESOLUTION 2025-011

ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2024-25 AND MAKING APPROPRIATIONS

WHEREAS, on June 18, 2024, the City of Sherwood budget for fiscal year 2024-25 was adopted and funds were appropriated by the City Council; and

WHEREAS, the City of Sherwood has since received or expects to soon receive unanticipated revenues and a supplemental budget is required in order to expend those revenues; and

WHEREAS, beginning fund balances either exceeded or fall short of projections due to savings in the later part of fiscal year 2023-2024 or revenue and expenditures failing to meet budgeted/projected expectations; and

WHEREAS, certain unplanned events have occurred during the course of this budget year; and

WHEREAS, in order not to overspend appropriations in any category of expenditures, it is necessary to transfer appropriations within several funds from certain expenditure categories to other expenditure categories; and

WHEREAS, the purpose of all new and transferred appropriations are detailed in Exhibit A attached hereto; and

WHEREAS, pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget year; and

WHEREAS, pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets; and

WHEREAS, in accordance with local budget law, notice was published on January 16, 2025 of the public hearing that was held before the City Council on January 21, 2025.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. **Adoption of an FY24-25 Supplemental Budget.** The City Council of the City of Sherwood, Oregon hereby adopts the supplemental budget for FY24-25 in the sum of $4,768,606.

Section 2. **Making Appropriations.** The additional amounts for the fiscal year beginning July 1, 2024 shown below are hereby appropriated as follows:

Fund	General	TLT	Public Art	ED & Promotion	Community Investment	Grants	General Construction	Street Operations	Street Capital	Water	Sanitary	Storm	Total
Resources													
Beginning fund balance	70,713	41,730	113,501	(17,166)	506	12,889	237,389	220,128	1,715,367	1,337,838	967,379	(103,936)	4,596,338
Intergov	45,000	-	-	-	-	-	-	-	-	-	-	-	45,000
Charges for services	-	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure Development Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	45,858	-	-	-	-	-	-	-	45,858
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	81,410	-	-	-	-	-	-	-	-	-	-	-	81,410
Total Resources	**197,123**	**41,730**	**113,501**	**(17,166)**	**46,364**	**12,889**	**237,389**	**220,128**	**1,715,367**	**1,337,838**	**967,379**	**(103,936)**	**4,768,606**
Requirements													
Administration	66,362	-	-	-	-	-	-	-	-	-	-	-	66,362
Comm. Development		-	-	-	-	-	-	-	-	-	-	-	-
Public Safety	130,960	-	-	-	-	-	-	-	-	-	-	-	130,960
Community Services		-	-	-	-	-	-	-	-	-	-	-	-
PW Operations	105,000	-	-	-	-	-	-	-	-	-	-	-	105,000
Operations Department		-	-	-	-	-	-	-	-	-	-	-	-
Capital Department		-	113,501	-	-	-	237,389	-	375,000	-	-	-	725,890
Debt Service		-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out		-	-	-	81,410	-	-	-	-	-	-	-	81,410
Contingency	(109,550)	41,730	-	-	(35,552)	-	-	-	-	-	-	-	(103,372)
Total Appropriations	**192,772**	**41,730**	**113,501**	-	**45,858**	-	**237,389**	-	**375,000**	-	-	-	**1,006,250**
Total Unappropriated and Reserve Amounts	4,351	-	-	(17,166)	506	12,889	-	220,128	1,340,367	1,337,838	967,379	(103,936)	3,762,356
Total Requirements	**197,123**	**41,730**	**113,501**	**(17,166)**	**46,364**	**12,889**	**237,389**	**220,128**	**1,715,367**	**1,337,838**	**967,379**	**(103,936)**	**4,768,606**

Section 3. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 21st of January 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Exhibit A
Requested appropriations by source of funding

GENERAL FUND

1. The beginning fund balance in the General Fund was higher than expected due to revenue exceeding expectations and prudent spending. Additionally, funds are being transferred in from the Community Investment Fund to assist the Police Department in over hiring due to upcoming planned retirements and the police department received a grant of $45,000 to assist in purchasing an evidence van.

2. Additionally, the administration appropriation is being increased by $66,362 to account for a project that carried over from prior fiscal year $55,000, this was the upgrade of our current financial software, and the city insurance rates (Auto, Property and General Liability) came in slightly higher than originally budgeted by $11,362.

3. Contingency is being reduce by $109,550, this amount accounts for some of the Opioid settlement funds the City has received to date, $25,000 will be used to purchase a drug identification machine, $24,550 will pay for the Mental Health Response Team (MHRT) and the remaining amount $60,000 is being used to cover the balance owing on the evidence van.

4. Public Safety appropriation is being increased by $130,960. This accounts for the $25,000 drug detection machine, $24,550 for (MHRT) and $81,410 for over hiring to assist in covering planned retirements.

5. Public works appropriation is being increased by $105,000 to purchase the evidence van for the Police Department.

Additional beginning fund balance	**$ 70,713**
Intergovernmental Grant	45,000
Transfer In	81,410
Total to General Fund	**197,123**
Administration	66,362
Public Safety	130,960
PW Operations – Fleet	105,000
Contingency	(109,550)
Total proposed FY24-25 uses of funds	**$ 192,772**
Remaining funds – Reserve for Future Years	**$ 4,351**

PUBLIC ART FUND

1. The beginning fund balance in the Public Art Fund was higher than budgeted due to the timing of the roundabout Art project and the crossing of fiscal years. The Capital Department appropriation is being increased by this $113,501 carry over fund balance since the completion of the roundabout art will occur this fiscal year.

Additional beginning fund balance	**$ 113,501**
Total to Public Art Fund	**113,501**
Capital Department	113,501
Total proposed FY24-25 uses of funds	**$ 113,501**

COMMUNITY INVESTMENT FUND

1. The beginning fund balance for the Community Investment Fund was higher than projected. Additionally, and as presented to the budget committee, this fund is loaning money to other city funds this fiscal year. Due to the timing of these interfund loans, interest revenue is higher than originally budgeted.
2. Contingency is being reduced by $35,552 and the transfer out appropriation is being increased by $81,410 to assist the Police Department in over hiring. The thought here was to use interest earnings to assist the Police Department while still keeping the principal amount in this fund intact.

Additional beginning fund balance	**$ 506**
Interest	45,858
Total to Community Investment Fund	**$ 46,364**
Contingency	(35,552)
Transfer Out to General Fund	81,410
Total proposed FY24-25 uses of funds	**$ 45,858**
Reserve for Future Years	**$ 506**

GENERAL CONSTRUCTION FUND

1. The beginning fund balance in the General Construction Fund was higher than projected. This was due to timing of the Cedar Creek Trail project. The carryforward, unspent funding for this project has been included and an adjustment to Capital is reflected below.

Additional beginning fund balance	**$ 237,389**
Total to General Construction Fund	**$ 237,389**
Capital Department	237,389
Total proposed FY24-25 uses of funds	**$ 237,389**
Remaining Funds	**$ 0**

STREET CAPITAL FUND

1. The beginning fund balance for the Street Capital Fund was higher than projected. This was due to timing of various projects. Additionally, the city wants to make pedestrian safety improvements on sunset. The carryforward balance, and additional funding needed for these safety improvements has been included and is reflected below.

Additional beginning fund balance	**$ 1,715,367**
Total to Street Capital Fund	**$ 1,715,367**
Capital Department	375,000
Total proposed FY24-25 uses of funds	**$ 375,000**