



Resolution #2019-03-13 B

**A RESOLUTION TO CREATE A SUPPLEMENTAL BUDGET FOR THE
GENERAL FUND AND THE STURGEON LAKE SPECIAL FUND**

WHEREAS, to lawfully spend money, a local government must follow the requirements of Local Budget Law [ORS 294.305 through ORS 294.565], and

WHEREAS, ORS 294.471 permits the governing body of a local government to adopt a supplemental budget for the fiscal year in which the regular budget has been prepared and adopted if an occurrence or condition that was not known at the time the budget was prepared requires a change in financial planning or creates a pressing necessity for prompt action; and

WHEREAS, ORS 294.473 requires that when the supplemental budget changes estimated expenditure in an individual fund by more than 10 percent, a public hearing must be held on the supplemental budget and notice of such hearing published in a newspaper of record not less than five days before the hearing; and

WHEREAS, after the hearing, additional expenditures contained in the supplemental budget may not be made unless the governing body of a local government authorizes the expenditures by adopting a resolution that states the need for, the purpose, and the amount of the appropriation; and

WHEREAS, to facilitate clarification of the adjustments in this resolution, a summary by fund of the appropriation categories affected by the supplemental budget are detailed in Exhibit A attached to and made a part of this resolution;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors on the West Multnomah Soil & Water Conservation District that:

1. A Supplemental Budget has been created for the General Fund creating an Inter-fund Transfer line item and moving \$40,000 from Contingencies plus \$55,000 from Materials and Services to Inter-fund Transfer; and
2. A Supplemental Budget has been created for the Sturgeon Lake Special Fund that:
 - a) creates an Inter-fund Transfer line item recognizing \$95,000 transferred in from the General Fund to be spent on Materials and Services; and
 - b) recognizes \$186,954 of additional resources due to grant amounts received prior to the close of Fiscal Year (FY) 2017-18 but not reflected in the fund's adopted budget beginning balance entering FY 2018-19; these additional resources partially reduce the resources expected to be received during FY 2018-2019 by \$78,900 and allow appropriation increases of \$66,873 in Materials and Services, \$5,000 in Capital Outlay, and 36,181 in Unappropriated Ending Fund Balance.

APPROVED AND ADOPTED BY THE BOARD OF DIRECTORS THIS 13th DAY OF MARCH, 2019.

Terri Preeg Riggsby, Board Chair

Date

ATTEST:

Brian Lightcap, Board Secretary

Date

West Multnomah Soil & Water Conservation District

Resolution 2019.03.13 B - Exhibit A

Sturgeon Lake Special Fund Supplemental budget for the fiscal year July 1, 2018 to June 30, 2019

FINANCIAL SUMMARY				Step 1 General Fund Intra-fund Transfer	Step 2 (a) Inter-fund Transfer from GF to SL	Step 2(b) Recognize Add'l Resources in SL	REVISED Budget Fiscal Year 2018-2019		
RESOURCES	Adopted Budget Fiscal Year 2018-2019						General Fund	Sturgeon Lake Fund	Total All Funds
		General Fund	Sturgeon Lake Fund	Total All Funds				General Fund	Sturgeon Lake Fund
Beginning Fund Balance/Net Working Capital	905,709	89,385	995,094			186,954	905,709	276,339	1,182,048
Federal, State and All Other Grants, Gifts, Allocations and Donations	213,304	166,874	380,178			(78,900)	213,304	87,974	301,278
Interfund Transfers			0		95,000		0	95,000	95,000
All Other Resources Except Current Year Property Taxes	56,612	1,857	58,469				56,612	1,857	58,469
Current Year Property Taxes Estimated to be Received	1,595,000	0	1,595,000				1,595,000	0	1,595,000
Total Resources	2,770,625	258,116	3,028,741	0	95,000	108,054	2,770,625	461,170	3,231,795
REQUIREMENTS									
									0
Personnel Services	1,187,610.00	-	1,187,610				1,187,610	0	1,187,610
Materials and Services	740,161	160,278	900,439	(55,000)	95,000	66,873	685,161	322,151	1,007,312
Capital Outlay	7,500	60,000	67,500			5,000	7,500	65,000	72,500
Interfund Transfers			0	95,000			95,000	0	95,000
Contingencies	50,000	0	50,000	(40,000)			10,000	0	10,000
Reserved for Future Expenditures	25,000		25,000				25,000	0	25,000
Unappropriated Ending Fund Balance	760,354	37,838	798,192			36,181	760,354	74,019	834,373
Total Requirements	2,770,625	258,116	3,028,741	0	95,000	108,054	2,770,625	461,170	3,231,795

Purpose of this Supplemental Budget: The District has unforeseen occurrences and conditions related to the Sturgeon Lake Restoration Project because of complications arising during the course of due diligence; these complications resulted in higher than anticipated legal costs and irrigation system reconfiguration related costs, both of which could not have been foreseen at the time of the budget adoption for the Sturgeon Lake Special Fund; such expenditures are a pressing necessity for the advancement of the project.

SUMMARY OF SUPPLEMENTAL BUDGET			
	Adopted	Revised	Difference
General Fund Requirements:			
Materials and Services	\$ 740,161	\$ 685,161	\$ (55,000)
Interfund Transfers		95,000	95,000
Contingencies	50,000	10,000	(40,000)
Total			\$ -
Sturgeon Lake Special Fund Resources:			
Beginning Fund Balance/Net Working Capital	\$ 89,385	\$ 276,339	\$ 186,954
Federal, State and All Other Grants, Gifts, Allocations and Donations	166,874	87,974	(78,900)
Interfund Transfers		95,000	95,000
Total			\$ 203,054
Sturgeon Lake Special Fund Requirements:			
Materials and Services	\$ 160,278	\$ 322,151	\$ 161,873
Capital Outlay	60,000	65,000	5,000
Unappropriated Ending Fund Balance	37,838	74,019	36,181
Total			\$ 203,054

Step 1 is the creation of an Interfund Transfer line item in both the General Fund and Sturgeon Lake Special Fund. The \$95,000 General Fund transfer to the Sturgeon Lake Special Fund is accomplished using \$40,000 of released contingency funds and \$55,000 from materials and services. The contingency funds are released because the Board feels that with three quarters of the fiscal year completed by March 31, 2019 without need for these monies; a majority portion can be released and transferred. The materials and supplies funds are \$40,000 of funds released from the rural land program area (farms, healthy streams & habitats) and \$15,000 from the urban program area that are currently unobligated. Impacts to these programs are modest; some of the rural land program funds (\$18,000) had already been covered with outside funds sourced from the U.S. Department of Natural Resource Conservation Service and the Oregon Watershed Enhancement Program. The remaining funds represent a combination of forecasted underspending and deferred projects in rural and urban programs.

Steps 2 reflects the receipt of the General Fund transfer by the Sturgeon Lake Special Fund. Resources will increase by \$203,054 because of the \$95,000 interfund transfer from the General Fund and an actual beginning fund balance that was \$186,954 greater than in the adopted budget due to grant amounts received earlier than anticipated; the additional funds received reduced the budgeted grant resources in FY 2018-2019 by \$78,900.

Step 3 reflects that the Sturgeon Lake Special Fund Requirements will increase by \$203,054 because of an increase of \$161,873 worth of Sturgeon Lake Restoration Project expenditures in materials and services, an increase of \$5,000 in capital outlay expenditures and \$36,181 in monitoring and maintenance funds retained in the Stewardship Fund, reflected by increasing unappropriated ending fund balance to \$74,019.