



**Resolution #2021.11.16**

**Resolution to Delegate Authority to District Manager to Reclassify Budget Amounts between the Personnel and the Materials and Services Categories**

WHEREAS to lawfully spend money, a local government must follow the requirements of Local Budget Law, found in Oregon Revised Statutes, Chapter 294 [ORS 294.305 through ORS 294.565];

WHEREAS under Local Budget Law, West Multnomah Soil & Water Conservation District (the District) adopts a budget for its Administrative and Conservation Programs in total, however internally, the District budgets for the individual categories of Personnel Services, Materials and Services, Capital Outlay, Contingency, and Reserves;

WHEREAS when the District wishes to transfer budgeted amounts between categories, the Board has the authority to do so without need for a supplemental budget hearing, regardless of the amount of the transfer;

WHEREAS the District has conducted an internal review of the need for a planned and budgeted hire for a Limited Duration Education and School Garden Specialist position;

WHEREAS the District has determined through this review that the planned hire is not the best course of action as the responsibilities in the planned position would be better addressed through a professional services contract with an external specialist in environmental education and school and community gardens and as such would like to budget \$35,000 in the Materials and Services budget category for this service; and

WHEREAS the District has identified additional unbudgeted priority spending needs in the communications line item of the Materials and Services budget category that could be met with the funds saved from not pursuing the planned hire for Limited Duration Education and School Garden Specialist position and as such would like to budget \$15,000 in the Materials and Services budget category for this service;

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

1. The District Manager has the authority to transfer up to \$50,000 from the Personnel category to the Materials and Budget category in the fiscal year 2022 (FY22) Adopted Budget; and
2. This authority shall remain in effect from today through the end of the FY22 fiscal year, June 30, 2022.

APPROVED AND ADOPTED BY THE BOARD OF DIRECTORS THIS 16<sup>th</sup> DAY OF NOVEMBER, 2021.

\_\_\_\_\_  
Terri Preeg Riggsby, Board Chair

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Date

ATTEST:

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Shawn Looney, Board Secretary

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Date