CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 13- 17

A RESOLUTION TO ADOPT A THIRD QUARTER SUPPLEMENTAL BUDGET AMENDMENT TO FY 2013 TO ACHIEVE THE FOLLOWING: ADJUSTMENTS TO CITY OPERATIONS IN COMMUNITY DEVELOPMENT, FINANCE & INFORMATION SERVICES, AND PUBLIC WORKS.

WHEREAS, the city is acknowledging those items that were unknown at the time the FY 2013 Budget was adopted; and

WHEREAS, the city recognizes a total of $198,790 of unanticipated budget in Finance, Public Works, and Community Development; and

WHEREAS, the city recognizes a total of $134,000 in additional budgeted resources of grant revenues and $50,000 in building fee revenue to pay for a portion of the budget increase; and

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The FY 2012-13 Budget is hereby amended as detailed in Exhibit-A.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This 9th day of April 2013.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

City of Tigard
FY 2013 Third Qtr Supplemental Budget Amendment

Exhibit A

1. Community Development - Building

The FY 2013 adopted budget was developed with Building staff at 1.0 FTE. However, the dollars for the Building Division were budgeted at .80 FTE with the goal of requesting a budget amendment to obtain enough appropriations to cover any increased staff hours if the level of construction activity increased. An increase in appropriations of $50,000 is being requested due to a substantial increase in building activity. As a result, Building Fund revenues have increased ahead of what was projected allowing the fund to accomodate for the adjustment in budget.

Building Fund

Resources

	Adopted Budget	Amendment	Revised Budget
Beginning Fund Balance	**$ 602,913**		**$ 602,913**
Property Taxes	$ -		$ -
Franchise Fees	$ -		$ -
Licenses & Permits	$ 988,977	$ 50,000	$ 1,038,977
Intergovernmental	$ 8,281		$ 8,281
Charges for Services	$ -		$ -
Fines & Forfeitures	$ -		$ -
Interest Earnings	$ 19,782		$ 19,782
Miscellaneous	$ 9,990		$ 9,990
Other Financing Sources	$ -		$ -
Transfers In from Other Funds	$ 200,000		$ 200,000
Total Resources	**$ 1,829,943**	**$ 50,000**	**$ 1,879,943**

Requirements

Policy and Administration	$ -		$ -
Community Development	$ 1,266,424	$ 50,000	$ 1,316,424
Community Services	$ -		$ -
Public Works	$ -		$ -
Program Expenditures Total	**$ 1,266,424**	**$ 50,000**	**$ 1,316,424**
Debt Service	$ -		$ -
Loans	$ -		$ -
Work-In-Progress	$ -		$ -
Transfers to Other Funds	$ -		$ -
Contingency	$ 200,000		$ 200,000
Total Budget	**$ 1,466,424**	**$ 50,000**	**$ 1,516,424**
Reserve For Future Expenditure	**$ 363,519**	**$ -**	**$ 363,519**
Total Requirements	**$ 1,829,943**	**$ 50,000**	**$ 1,879,943**

City of Tigard
FY 2013 Third Qtr Supplemental Budget Amendment

Exhibit A

2. Finance & Information Services - Financial Operations

The city was notified that its contribution to unemployment has increased to $8,100 per quarter, totalling $32,400 for the year.
The change in unemployment was not known at the time that the FY 2013 budget was adopted.
This action will increase program expenditures in Policy and Administration by $32,400.
In addition, there will be a decrease in contingency by this same amount.

Central Services

Resources

	Q2 Revised Budget	Amendment	Q3 Revised Budget
Beginning Fund Balance	**$ 518,468**		**$ 518,468**
Property Taxes	$ -		$ -
Franchise Fees	$ -		$ -
Licenses & Permits	$ 31,000		$ 31,000
Intergovernmental	$ -		$ -
Charges for Services	$ 5,948,588		$ 5,948,588
Fines & Forfeitures	$ -		$ -
Interest Earnings	$ 593		$ 593
Miscellaneous	$ -		$ -
Other Financing Sources	$ -		$ -
Transfers In from Other Funds	$ 282,477		$ 282,477
Total Resources	**$ 6,781,126**	**$ -**	**$ 6,781,126**

Requirements

Policy and Administration	$ 6,298,137	$ 32,400	$ 6,330,537
Community Development	$ -		$ -
Community Services	$ -		$ -
Public Works	$ -		$ -
Program Expenditures Total	**$ 6,298,137**	**$ 32,400**	**$ 6,330,537**
Debt Service	$ -		$ -
Loans	$ -		$ -
Work-In-Progress	$ -		$ -
Transfers to Other Funds	$ -		$ -
Contingency	$ 294,000	$ (32,400)	$ 261,600
Total Budget	**$ 6,592,137**	**$ -**	**$ 6,592,137**
Reserve For Future Expenditure	**$ 188,989**	**$ -**	**$ 188,989**
Total Requirements	**$ 6,781,126**	**$ -**	**$ 6,781,126**

City of Tigard
FY 2013 Third Qtr Supplemental Budget Amendment

Exhibit A

3. Fleet/Property Management - Fleet Maintenance

The city has received a total of $8,100 from the sale of two of its vehicles in Fleet that were scheduled for replacement. Those vehicles were in Public Works' Engineering and Fleet Maintenance divisions.

An electric vehicle will replace these two vehicles. An appropriation of budget is being requested to finalize the purchase of the vehicle in the amount of $7,395. This action will result in an increase in revenues of $8,100 within the General Fund. In addition, transfers will increase by $7,395 with an equal increase in program expenditures in Fleet/Property Management.

General Fund

	Q2 Revised Budget	Amendment	Q3 Revised Budget
Resources			
Beginning Fund Balance	**$ 6,341,359**		**$ 6,341,359**
Property Taxes	$ 12,726,427		$ 12,726,427
Franchise Fees	$ 4,966,611		$ 4,966,611
Licenses & Permits	$ 882,300		$ 882,300
Intergovernmental	$ 5,671,652		$ 5,671,652
Charges for Services	$ 3,142,995		$ 3,142,995
Fines & Forfeitures	$ 1,069,126		$ 1,069,126
Interest Earnings	$ 103,722		$ 103,722
Miscellaneous	$ 56,303	$ 8,100	$ 64,403
Other Financing Sources	$ 280,000		$ 280,000
Transfers In from Other Funds	$ 70,000		$ 70,000
Total Resources	**$ 35,310,495**	**$ 8,100**	**$ 35,318,595**
Requirements			
Policy and Administration	$ 757,357		$ 757,357
Community Development	$ 2,928,615		$ 2,928,615
Community Services	$ 19,671,710		$ 19,671,710
Public Works	$ 5,084,601		$ 5,084,601
Program Expenditures Total	**$ 28,442,283**	**$ -**	**$ 28,442,283**
Debt Service	$ -		$ -
Loans	$ 280,000		$ 280,000
Work-In-Progress	$ -		$ -
Transfers to Other Funds	$ 623,264	$ 7,395	$ 630,659
Contingency	$ 963,575		$ 963,575
Total Budget	**$ 30,309,122**	**$ 7,395**	**$ 30,316,517**
Reserve For Future Expenditure	**$ 5,001,373**	**$ 705**	**$ 5,002,078**
Total Requirements	**$ 35,310,495**	**$ 8,100**	**$ 35,318,595**

City of Tigard
FY 2013 Third Qtr Supplemental Budget Amendment

Exhibit A

	Q2 Revised Budget	Amendment	Q3 Revised Budget
Fleet/Property Management			
Resources			
Beginning Fund Balance	**$ 115,817**		**$ 115,817**
Property Taxes	$ -		$ -
Franchise Fees	$ -		$ -
Licenses & Permits	$ -		$ -
Intergovernmental	$ -		$ -
Charges for Services	$ 1,506,121		$ 1,506,121
Fines & Forfeitures	$ -		$ -
Interest Earnings	$ -		$ -
Miscellaneous	$ -		$ -
Other Financing Sources	$ -		$ -
Transfers In from Other Funds	$ 15,200	$ 7,395	$ 22,595
Total Resources	**$ 1,637,138**	**$ 7,395**	**$ 1,644,533**
Requirements			
Policy and Administration	$ -		$ -
Community Development	$ -		$ -
Community Services	$ -		$ -
Public Works	$ 1,589,871	$ 7,395	$ 1,597,266
Program Expenditures Total	**$ 1,589,871**	**$ 7,395**	**$ 1,597,266**
Debt Service	$ -		$ -
Loans	$ -		$ -
Work-In-Progress	$ -		$ -
Transfers to Other Funds	$ -		$ -
Contingency	$ 25,300		$ 25,300
Total Budget	**$ 1,615,171**	**$ 7,395**	**$ 1,622,566**
Reserve For Future Expenditure	**$ 21,967**	**$ -**	**$ 21,967**
Total Requirements	**$ 1,637,138**	**$ 7,395**	**$ 1,644,533**

City of Tigard
FY 2013 Third Qtr Supplemental Budget Amendment

Exhibit A

4. Grant Recognition - Community Development

The city received a grant in the amount of $134,000 for consultant services for land use, natural resources, park/trail, hydrology natural hazards, transportation, market analysis, and infrastructure components for the community plan for River Terrace. This request will increase Intergovernmental Revenues by $134,000 along with an increase in Community Development program expenditures by the same amount.

	Q2 Revised Budget	Amendment	Q3 Revised Budget
General Fund			
Resources			
Beginning Fund Balance	**$ 6,341,359**		**$ 6,341,359**
Property Taxes	$ 12,726,427		$ 12,726,427
Franchise Fees	$ 4,966,611		$ 4,966,611
Licenses & Permits	$ 882,300		$ 882,300
Intergovernmental	$ 5,671,652	$ 134,000	$ 5,805,652
Charges for Services	$ 3,142,995		$ 3,142,995
Fines & Forfeitures	$ 1,069,126		$ 1,069,126
Interest Earnings	$ 103,722		$ 103,722
Miscellaneous	$ 56,303		$ 56,303
Other Financing Sources	$ 280,000		$ 280,000
Transfers In from Other Funds	$ 70,000		$ 70,000
Total Resources	**$ 35,310,495**	**$ 134,000**	**$ 35,444,495**
Requirements			
Policy and Administration	$ 757,357		$ 757,357
Community Development	$ 2,928,615	$ 134,000	$ 3,062,615
Community Services	$ 19,671,710		$ 19,671,710
Public Works	$ 5,084,601		$ 5,084,601
Program Expenditures Total	**$ 28,442,283**	**$ 134,000**	**$ 28,576,283**
Debt Service	$ -		$ -
Loans	$ 280,000		$ 280,000
Work-In-Progress	$ -		$ -
Transfers to Other Funds	$ 623,264		$ 623,264
Contingency	$ 963,575		$ 963,575
Total Budget	**$ 30,309,122**	**$ 134,000**	**$ 30,443,122**
Reserve For Future Expenditure	**$ 5,001,373**	**$ -**	**$ 5,001,373**
Total Requirements	**$ 35,310,495**	**$ 134,000**	**$ 35,444,495**

FY 2013 Third Quarter Supplemental
Summary of Budget Changes

Attachment-1

Fund Summary

	Q2 Revised Budget	Amendment	Q3Revised Budget
All City Funds			
Resources			
Beginning Fund Balance	**$ 139,550,918**	**$ -**	**$ 139,550,918**
Property Taxes	$ 14,990,988	$ -	$ 14,990,988
Franchise Fees	$ 4,966,611	$ -	$ 4,966,611
Special Assessments	$ 120,000	$ -	$ 120,000
Licenses & Permits	$ 4,987,385	$ 50,000	$ 5,037,385
Intergovernmental	$ 9,984,804	$ 134,000	$ 10,118,804
Charges for Services	$ 27,022,493	$ -	$ 27,022,493
Fines & Forfeitures	$ 1,079,726	$ -	$ 1,079,726
Interest Earnings	$ 493,317	$ -	$ 493,317
Miscellaneous	$ 362,863	$ 8,100	$ 370,963
Other Financing Sources	$ 280,000	$ -	$ 280,000
Transfers In from Other Funds	$ 18,073,219	$ 7,395	$ 18,080,614
Total Resources	**$ 221,912,324**	**$ 199,495**	**$ 222,111,819**
Requirements			
Policy and Administration	$ 7,105,494	$ 32,400	$ 7,137,894
Community Development	$ 4,224,664	$ 184,000	$ 4,408,664
Community Services	$ 19,942,343	$ -	$ 19,942,343
Public Works	$ 19,885,231	$ 7,395	$ 19,892,626
Program Expenditures Total	**$ 51,157,732**	**$ 223,795**	**$ 51,381,527**
Debt Service	$ 7,211,657	$ -	$ 7,211,657
Loans	$ 280,000	$ -	$ 280,000
Work-In-Progress	$ 39,824,640	$ -	$ 39,824,640
Transfers to Other Funds	$ 18,073,219	$ 7,395	$ 18,080,614
Contingency	$ 3,301,500	$ (32,400)	$ 3,269,100
Total Budget	**$ 119,848,748**	**$ 198,790**	**$ 120,047,538**
Reserve For Future Expenditure	**$ 102,063,576**	**$ 705**	**$ 102,064,281**
Total Requirements	**$ 221,912,324**	**$ 199,495**	**$ 222,111,819**

FY 2013 Third Quarter Supplemental
Summary of Budget Changes

Attachment-1

Reference Budget Items: 1

	Q2Revised Budget	Amendment	Q3 Revised Budget
Building Fund			
Resources			
Beginning Fund Balance	**$ 602,913**	**$ -**	**$ 602,913**
Property Taxes	$ -	$ -	$ -
Franchise Fees	$ -	$ -	$ -
Special Assessments	$ -	$ -	$ -
Licenses & Permits	$ 988,977	$ 50,000	$ 1,038,977
Intergovernmental	$ 8,281	$ -	$ 8,281
Charges for Services	$ -	$ -	$ -
Fines & Forfeitures	$ -	$ -	$ -
Interest Earnings	$ 19,782	$ -	$ 19,782
Miscellaneous	$ 9,990	$ -	$ 9,990
Other Financing Sources	$ -	$ -	$ -
Transfers In from Other Funds	$ 200,000	$ -	$ 200,000
Total Resources	**$ 1,829,943**	**$ 50,000**	**$ 1,879,943**
Requirements			
Policy and Administration	$ -	$ -	$ -
Community Development	$ 1,266,424	$ 50,000	$ 1,316,424
Community Services	$ -	$ -	$ -
Public Works	$ -	$ -	$ -
Program Expenditures Total	**$ 1,266,424**	**$ 50,000**	**$ 1,316,424**
Debt Service	$ -	$ -	$ -
Loans	$ -	$ -	$ -
Work-In-Progress	$ -	$ -	$ -
Transfers to Other Funds	$ -	$ -	$ -
Contingency	$ 200,000	$ -	$ 200,000
Total Budget	**$ 1,466,424**	**$ 50,000**	**$ 1,516,424**
Reserve For Future Expenditure	**$ 363,519**	**$ -**	**$ 363,519**
Total Requirements	**$ 1,829,943**	**$ 50,000**	**$ 1,879,943**

FY 2013 Third Quarter Supplemental
Summary of Budget Changes

Attachment-1

Reference Budget Items: 2

	Q2 Revised Budget	Amendment	Q3Revised Budget
Central Services Fund			
Resources			
Beginning Fund Balance	**$ 518,468**	**$ -**	**$ 518,468**
Property Taxes	$ -	$ -	$ -
Franchise Fees	$ -	$ -	$ -
Special Assessments	$ -	$ -	$ -
Licenses & Permits	$ 31,000	$ -	$ 31,000
Intergovernmental	$ -	$ -	$ -
Charges for Services	$ 5,948,588	$ -	$ 5,948,588
Fines & Forfeitures	$ -	$ -	$ -
Interest Earnings	$ 593	$ -	$ 593
Miscellaneous	$ -	$ -	$ -
Other Financing Sources	$ -	$ -	$ -
Transfers In from Other Funds	$ 282,477	$ -	$ 282,477
Total Resources	**$ 6,781,126**	**$ -**	**$ 6,781,126**
Requirements			
Policy and Administration	$ 6,292,137	$ 32,400	$ 6,324,537
Community Development	$ -	$ -	$ -
Community Services	$ -	$ -	$ -
Public Works	$ -	$ -	$ -
Program Expenditures Total	**$ 6,292,137**	**$ 32,400**	**$ 6,324,537**
Debt Service	$ -	$ -	$ -
Loans	$ -	$ -	$ -
Work-In-Progress		$ -	$ -
Transfers to Other Funds	$ -	$ -	$ -
Contingency	$ 300,000	$ (32,400)	$ 267,600
Total Budget	**$ 6,592,137**	**$ -**	**$ 6,592,137**
Reserve For Future Expenditure	**$ 188,989**	**$ -**	**$ 188,989**
Total Requirements	**$ 6,781,126**	**$ -**	**$ 6,781,126**

FY 2013 Third Quarter Supplemental
Summary of Budget Changes

Attachment-1

Reference Budget Items: 3

	Q2 Revised Budget	Amendment	Q3 Revised Budget
Fleet/Property Management			
Resources			
Beginning Fund Balance	**$ 115,817**	**$ -**	**$ 115,817**
Property Taxes	$ -	$ -	$ -
Franchise Fees	$ -	$ -	$ -
Special Assessments	$ -	$ -	$ -
Licenses & Permits	$ -	$ -	$ -
Intergovernmental	$ -	$ -	$ -
Charges for Services	$ 1,506,121	$ -	$ 1,506,121
Fines & Forfeitures	$ -	$ -	$ -
Interest Earnings	$ -	$ -	$ -
Miscellaneous	$ -	$ -	$ -
Other Financing Sources	$ -	$ -	$ -
Transfers In from Other Funds	$ 15,200	$ 7,395	$ 22,595
Total Resources	**$ 1,637,138**	**$ 7,395**	**$ 1,644,533**
Requirements			
Policy and Administration	$ -	$ -	$ -
Community Development	$ -	$ -	$ -
Community Services	$ -	$ -	$ -
Public Works	$ 1,589,871	$ 7,395	$ 1,597,266
Program Expenditures Total	**$ 1,589,871**	**$ 7,395**	**$ 1,597,266**
Debt Service	$ -	$ -	$ -
Loans	$ -	$ -	$ -
Work-In-Progress	$ -	$ -	$ -
Transfers to Other Funds	$ -	$ -	$ -
Contingency	$ 25,300	$ -	$ 25,300
Total Budget	**$ 1,615,171**	**$ 7,395**	**$ 1,622,566**
Reserve For Future Expenditure	**$ 21,967**	**$ -**	**$ 21,967**
Total Requirements	**$ 1,637,138**	**$ 7,395**	**$ 1,644,533**

FY 2013 Third Quarter Supplemental
Summary of Budget Changes

Attachment-1

Reference Budget Items: 3, 4

	Q2 Revised Budget	Amendment	Q3 Revised Budget
General Fund			
Resources			
Beginning Fund Balance	**$ 6,341,359**	**$ -**	**$ 6,341,359**
Property Taxes	$ 12,726,427	$ -	$ 12,726,427
Franchise Fees	$ 4,966,611	$ -	$ 4,966,611
Special Assessments	$ -	$ -	$ -
Licenses & Permits	$ 882,300	$ -	$ 882,300
Intergovernmental	$ 5,671,652	$ 134,000	$ 5,805,652
Charges for Services	$ 3,142,995	$ -	$ 3,142,995
Fines & Forfeitures	$ 1,063,126	$ -	$ 1,063,126
Interest Earnings	$ 103,722	$ -	$ 103,722
Miscellaneous	$ 24,655	$ 8,100	$ 32,755
Other Financing Sources	$ 280,000	$ -	$ 280,000
Transfers In from Other Funds	$ 70,000	$ -	$ 70,000
Total Resources	**$ 35,272,847**	**$ 142,100**	**$ 35,414,947**
Requirements			
Policy and Administration	$ 748,857	$ -	$ 748,857
Community Development	$ 2,928,615	$ 134,000	$ 3,062,615
Community Services	$ 19,652,042	$ -	$ 19,652,042
Public Works	$ 5,083,621	$ -	$ 5,083,621
Program Expenditures Total	**$ 28,413,135**	**$ 134,000**	**$ 28,547,135**
Debt Service	$ -	$ -	$ -
Loans	$ 280,000	$ -	$ 280,000
Work-In-Progress	$ -	$ -	$ -
Transfers to Other Funds	$ 623,264	$ 7,395	$ 630,659
Contingency	$ 966,075	$ -	$ 966,075
Total Budget	**$ 30,282,474**	**$ 141,395**	**$ 30,423,869**
Reserve For Future Expenditure	**$ 4,990,373**	**$ 705**	**$ 4,991,078**
Total Requirements	**$ 35,272,847**	**$ 142,100**	**$ 35,414,947**