

## **RESOLUTION 2017-07**

### **A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET APPROPRIATIONS AND APPROPRIATION TRANSFERS IN FY 2016-17 IN THE GENERAL FUND**

**WHEREAS**, ORS 294.471 allows the adoption of a supplemental budget when an unforeseen situation occurs that requires a change in financial planning; and

**WHEREAS**, the unanticipated receipt of Police Donations and Building Permit receipts meet the requirements established by ORS 294,471, and

**WHEREAS**, the City of Coburg intends to expend some or all of the funds made available as a result of the above noted receipt,

**WHEREAS**, ORS 294.63 allows for the transfer of appropriations when necessary; and

**WHEREAS**, unanticipated revenues and expenditures have been identified in the General Fund, as stated below. It is necessary to increase appropriations for those expenditures in the FY2016-17 budget before any additional money can be spent.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Coburg adopts the supplemental appropriations for the City of Coburg as stated below:

#### **General Fund Supplemental Budget**

##### **Resources**

001-006-403050	Electrical Inspection Fees	20,500
001-006-404300	Building Inspection Fees	95,000
001-015-406400	Police Donation Revenue	22,000

##### **Appropriations**

001-006-510500	Inspection Fees	80,000
001-006-510530	Building Permit Surcharge	12,000
001-015-601000	Police Department Capital Outlay	39,000

**BE IT FURTHER RESOLVED** that the following appropriation transfers take place in the General Fund:

	<b>Existing</b>	<b>Changes</b>	<b>Adjusted</b>
Administration	603,393	22,000	625,393
Park	47,435	-20,500	26,935
Public Works	317,376	3,500	320,876
Police	<u>405,820</u>	<u>-5,000</u>	<u>400,820</u>
<b>Total</b>	<b><u>1,374,024</u></b>	<b>0</b>	<b><u>1,374,024</u></b>

**Adopted by the City Council of the City of Coburg, Oregon, by a vote of 6 for and 0 against, this 13<sup>th</sup> day of June, 2017.**



  
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Ray Smith, Mayor

ATTEST:

  
Sammy L. Egbert, City Recorder

**City of Coburg**  
**BUDGET FISCAL YEAR 2018**

<b>Line Item Detail</b>	<b>Approved 2016-2017</b>	<b>Supplemental Changes FY 2016-17</b>	<b>Budget Final 2016-17</b>
<b>001 General</b>			
001-000-400100 Beginning Fund Balance	473,741		473,741
001-000-400200 Current Taxes	594,455		594,455
001-000-400300 Delinquent Taxes	13,000		13,000
001-000-401000 State Pool Interest	1,500		1,500
001-000-402010 State Shared Revenue	13,000		13,000
001-000-402200 State Cigarette Taxes	1,525		1,525
001-000-402250 State Liquor Taxes	16,700		16,700
001-000-402700 Transient Room Tax	22,000		22,000
001-000-402800 Tourism Funds - Lane County	10,063		10,063
001-000-403100 Power Company Franchise Fee	181,000		181,000
001-000-403150 Power Company Franchise License	47,000		47,000
001-000-403200 Gas Company Franchise Fee	17,000		17,000
001-000-403300 Cable TV Franchise Fee	1,500		1,500
001-000-403400 Telephone Franchise	5,000		5,000
001-000-403500 Garbage Franchise Fee	1,000		1,000
001-000-404040 Inpound Fees	1,000		1,000
001-000-404042 Business License	3,500		3,500
001-000-404400 Land Use Filing Fees	15,000		15,000
001-000-404470 Planning Assistant Grant-OR St	-		-
001-000-404480 Homeland Security Grant	-		-
001-000-404490 Planning Scenario Contract	-		-
001-000-404495 Lease Revenue	4,680		4,680
001-000-404500 Sign Application Fee	250		250
001-000-404600 SDC Admin. Fees	10,700		10,700
001-000-408200 Oregon CLG Grant	10,000		10,000
001-000-408300 Ford Coburg Cohort	-		-
001-000-410910 Dog License Fees	650		650
001-000-410920 Dog Impound Fees	100		100
001-000-498200 Police Confiscation Forfeiture	11,000		11,000
001-000-499000 Other Receipts	5,000		5,000
001-000-7New Due From Water CIP	-		-
001-001-500500 City Administrator	(89,095)	(4,000)	(93,095)
001-001-501100 Finance Director	(55,239)		(55,239)
001-001-501400 City Recorder	(47,034)		(47,034)
001-001-501500 Office Administration/Finance	(17,940)		(17,940)
001-001-501900 Severance/Vacation Pay	-		-
001-001-502000 Workers' Compensation	(19,000)		(19,000)
001-001-503000 FICA/Medicare	(16,012)		(16,012)
001-001-504000 Health Insurance/Dental/Life/LTD	(31,174)		(31,174)
001-001-504100 Life/STD Insurance	-		-
001-001-505000 PERS Retirement	(24,272)		(24,272)
001-001-506000 Unemployment Insurance	(3,778)		(3,778)
001-001-506500 Workers Benefit Fund	(263)		(263)
001-001-510000 Office Expense	(7,500)		(7,500)
001-001-510020 Council Expense	(1,000)		(1,000)
001-001-510050 Council Training	(500)		(500)
001-001-510100 City Hall Purchase Interest	(22,500)		(22,500)
001-001-510101 City Hall Purchase Principle	(20,000)		(20,000)
001-001-510600 Audit	(15,500)		(15,500)
001-001-510800 Professional Services	(26,200)	(6,000)	(32,200)
001-001-510840 Litigation Expense	(4,000)		(4,000)

**City of Coburg**  
**BUDGET FISCAL YEAR 2018**

<b>Line Item Detail</b>	<b>Supplemental</b>		
	<b>Approved 2016-2017</b>	<b>Changes FY 2016-17</b>	<b>Budget Final 2016-17</b>
001-001-510880 City Attorney	-		-
001-001-510881 Legal	(33,000)		(33,000)
001-001-510950 Liability Insurance	(15,400)		(15,400)
001-001-510951 Auto Insurance	(7,000)		(7,000)
001-001-510952 Property Insurance	(9,000)		(9,000)
001-001-513000 Bank Fees	(12,000)		(12,000)
001-001-513250 Late Fees	-		-
001-001-513500 Interest Expense	-		-
001-001-51440 City Prosecutor	(13,500)		(13,500)
001-001-522090 Mbrships, Dues & Subscriptions	(4,200)		(4,200)
001-001-522100 Travel, Education, Training	(6,000)		(6,000)
001-001-522500 Employee Promotions and Incent	(500)		(500)
001-001-522550 Employee Wellness Campaign	-		-
001-001-522570 Volunteer Appreciation	-		-
001-001-530000 Computer Expense	-		-
001-001-530100 LCOG IT Support/Computers	(9,000)		(9,000)
001-001-542000 Miscellaneous	(500)		(500)
001-001-557100 Advertising, Legal Notices	(2,500)		(2,500)
001-001-601000 Capital Outlay	-		-
001-001-602000 GF Deficit Reduction	-		-
001-002-510100 Utilities	(6,500)		(6,500)
001-002-510450 Postage	(5,500)		(5,500)
001-002-510500 LID Assessment (Debt)	(786)		(786)
001-002-511000 Bathroom and Kitchen Supplies	(2,000)		(2,000)
001-002-522000 Telephone	(10,500)		(10,500)
001-002-522050 Network/Email	(1,400)		(1,400)
001-002-523500 Copier Lease/Maint.	(8,000)		(8,000)
001-002-530500 Springbrook Computer Expense	(15,000)		(15,000)
001-002-582000 Building Maint, Supplies	(6,000)		(6,000)
001-002-586000 Reconciliation Discrepancy	-		-
001-002-588000 Records Storage	(2,600)		(2,600)
001-002-603000 Capital Outlay City Hall	(31,500)	(14,000)	(45,500)
001-006-400100 Beginning Fund Balance-Building	-		-
001-006-403050 Electrical Inspection Fees	7,500	13,000	20,500
001-006-404300 Building Inspection Fees	80,000	15,000	95,000
001-006-404450 Planning Service Fees	5,000		5,000
001-006-404470 Technology Fee	-		-
001-006-408500 Fed MPO Reimb Planning	15,000		15,000
001-006-409000 Coburg Loop Segment 3 Fed Funding	-		-
001-006-500000 Planning Tech	(40,442)		(40,442)
001-006-500050 Planning Payroll Allocation	(16,031)		(16,031)
001-006-501200 Planner	-		-
001-006-502000 Workers' Compensation	(75)		(75)
001-006-503000 FICA/Medicare	(3,094)		(3,094)
001-006-504000 Health Insurance	-		-
001-006-504100 Life/STD Insurance	(708)		(708)
001-006-505000 PERS Retirement	(3,518)		(3,518)
001-006-506000 Unemployment Insurance	(1,213)		(1,213)
001-006-510000 Office Expense	(500)		(500)
001-006-510460 UGB Expense	(11,000)		(11,000)
001-006-510500 Inspection Fees	(60,000)	(20,000)	(80,000)
001-006-510530 Building Permit Surcharge	(6,000)	(6,000)	(12,000)

**City of Coburg**  
**BUDGET FISCAL YEAR 2018**

<b>Line Item Detail</b>	<b>Supplemental</b>		
	<b>Approved 2016-2017</b>	<b>Changes FY 2016-17</b>	<b>Budget Final 2016-17</b>
001-006-510800 Professional Serv	(15,000)		(15,000)
001-006-510870 Planner - LCOG	-		-
001-006-510880 City Attorney	-		-
001-006-522100 Travel, Education, Training	(1,000)		(1,000)
001-006-530001 Historic Preservation Expense (Granted)	(3,500)		(3,500)
001-006-530050 Community Visioning Project	(20,000)		(20,000)
001-006-530060 Storm Water Master Plan	-		-
001-006-530070 Comprehensive Plan Update	-		-
001-006-557100 Advertising, Legal Notices	(800)		(800)
001-006-950000 Unappropriated Ending Balance-Building	-		-
001-015-405000 Fines and Bails	-		-
001-015-406200 Police Training Fees	2,500		2,500
001-015-406400 Police Donations	-	22,000	22,000
001-015-406930 Community Outreach Program Income	2,150		2,150
001-015-410800 Shop with a Cop	500		500
001-015-485200 Police Reserve Officer Revenue	1,000		1,000
001-015-498000 Fingerprinting Fees	250		250
001-015-500400 Chief of Police	(75,332)		(75,332)
001-015-500540 Police Officer-Universal #1	(71,267)		(71,267)
001-015-500540 Police Officer-Universal #2	-		-
001-015-500580 Reserve Police	(750)		(750)
001-015-501500 Police Clerk	(46,410)		(46,410)
001-015-502000 Workers' Compensation	-		-
001-015-503000 FICA/Medicare	(14,765)		(14,765)
001-015-504000 Health/Dental/Life/LTD	(58,575)		(58,575)
001-015-504100 Life/STD Insurance	-		-
001-015-505000 PERS Retirement	(26,583)		(26,583)
001-015-506000 Unemployment Insurance	(3,263)		(3,263)
001-015-506050 Workers Benefit Fund	(150)		(150)
001-015-510000 Office Expense	(2,200)		(2,200)
001-015-510200 Equipment Repair, Maintenance	(5,400)		(5,400)
001-015-510270 Equipment Non-Capital	(8,900)		(8,900)
001-015-510500 Uniforms Expense	(2,100)		(2,100)
001-015-510510 Photo, Crime Scene & Evidence	(575)		(575)
001-015-510550 Community Outreach Program	-		-
001-015-510880 City Attorney	(1,000)		(1,000)
001-015-510999 Canine Program	(350)		(350)
001-015-513000 Bank Fees	-		-
001-015-516200 Dispatch Contract	(52,500)	2,000	(50,500)
001-015-516500 Justice Program	(1,500)		(1,500)
001-015-522010 Cellular Phone	(3,150)		(3,150)
001-015-522100 Travel, Education, Training	(2,850)		(2,850)
001-015-525000 Gasoline, Diesel Fuel	(8,000)		(8,000)
001-015-530000 Computer Expense	(1,000)		(1,000)
001-015-530100 LCOG IT Support	-		-
001-015-531000 Vehicle Maintenance	(5,250)	2,000	(3,250)
001-015-535000 MDT Support & Service	(2,000)	1,000	(1,000)
001-015-536400 Shop With Cop Program Expense	(550)		(550)
001-015-536700 Investigation Expense	(600)		(600)
001-015-542000 Miscellaneous	(1,700)		(1,700)
001-015-565000 Vehicle Lease, Mileage	-		-
001-015-585200 Reserve Officer Program	(1,100)		(1,100)

**City of Coburg**  
**BUDGET FISCAL YEAR 2018**

<b>Line Item Detail</b>	<b>Approved 2016-2017</b>	<b>Supplemental Changes FY 2016-17</b>	<b>Budget Final 2016-17</b>
001-015-588000 Records Storage	-		-
001-015-601000 Capital Outlay	(5,000)	(31,000)	(36,000)
001-015-601100 Capital Outlay -Trunking System	(3,000)		(3,000)
001-020-405000 Fines and Bails	65,000		65,000
001-020-405010 Fines & Bail - Agency Collect.	45,000		45,000
001-020-405100 Fines Transfer from Other	500		500
001-020-406000 Court Fees	500		500
001-020-501700 Court Administrator	(49,616)		(49,616)
001-020-502000 Workers' Benefit	-		-
001-020-503000 FICA/Medicare	(3,800)		(3,800)
001-020-504000 Health /Dental/Life/LTD	(22,127)		(22,127)
001-020-504100 Life/STD Insurance	-		-
001-020-505000 PERS Retirement	(6,800)		(6,800)
001-020-506000 Unemployment Insurance	(1,080)		(1,080)
001-020-510000 Office Expense	(600)		(600)
001-020-510800 Professional Services	(100)		(100)
001-020-510880 City Attorney	(150)		(150)
001-020-510920 Interpreter	(400)		(400)
001-020-513000 Bank Fees	(1,500)		(1,500)
001-020-513300 Jury, Witness Fees	(375)		(375)
001-020-514400 City Prosecutor	-		-
001-020-514500 Municipal Judge	(13,000)		(13,000)
001-020-516000 Court Appointed Attorney	(3,800)		(3,800)
001-020-516200 Court Software	(4,000)		(4,000)
001-020-516500 Jailbeds Springfield	(1,200)		(1,200)
001-020-522090 Mbrships, Dues & Subscriptions	(450)		(450)
001-020-522100 Travel, Education, Training	(1,500)		(1,500)
001-020-523500 Copier /Printer Lease and Service	-		-
001-020-530100 LCOG IT Support	-		-
001-020-542000 Miscellaneous	-		-
001-020-588000 Records Storage	(600)		(600)
001-025-508200 Ford Coburg Cohort Expense	-		-
001-025-510450 Postage	(500)		(500)
001-025-522220 Promotion of City/Tourism/Marketing	(50,000)		(50,000)
001-027-522230 Tourism Marketing	-		-
001-050-400100 Beginning Fund Balance	-		-
001-050-401060 Park Donations	1,500		1,500
001-050-401062 Park Grant Fund Revenue	800		800
001-050-402050 Park Revenue	250		250
001-050-407100 Transfer from General Fund	-		-
001-050-510000 Office Expense	-		-
001-050-510105 LID Assessment-Parks DEBT	(6,635)		(6,635)
001-050-510500 Uniform Expense	-		-
001-050-510810 Landscape Contract Services	(12,000)	11,000	(1,000)
001-050-511000 Restroom Supplies	(500)		(500)
001-050-511300 Supplies/Gravel	(2,000)		(2,000)
001-050-522100 Travel, Education, Training	-		-
001-050-525000 Gasoline, Diesel Fuel	(2,000)	1,000	(1,000)
001-050-526000 Safety Equipment and Supplies	(500)		(500)
001-050-526500 Tools & Equipment	(1,000)		(1,000)
001-050-530200 Equipment Rental	(1,000)		(1,000)
001-050-531000 Vehicle, Equipment Maintenance	(2,000)	1,500	(500)

**City of Coburg**  
**BUDGET FISCAL YEAR 2018**

Line Item Detail	Approved 2016-2017	Supplemental	
		Changes FY 2016-17	Budget Final 2016-17
001-050-531500 Building Maintenance	(2,000)	1,500	(500)
001-050-533000 Materials, Supplies	(7,000)	5,500	(1,500)
001-050-585300 Urban Forestry	(800)		(800)
001-050-601000 Capital Outlay -Parks	(10,000)		(10,000)
001-050-670010 Capital Outlay - Public Works Project	-		-
001-050-710020 PW Admin Overhead Allocation	-		-
001-050-950000 Unappropriated Ending Balance	-		-
001-051-400100 Beginning Fund Balance	-		-
001-051-401000 Interest Income	100		100
001-051-401010 Interest Income SDC	2,400		2,400
001-051-404000 Parks Improvement SDC	35,000		35,000
001-051-404100 ODOTCoburg Loop Reimbursement Seg 2	466,000		466,000
001-051-404500 Oregon Small Cities Grant	-		-
001-051-510100 SDC Administrative Fees	-		-
001-051-510800 Professional Services	(1,000)		(1,000)
001-051-513000 Bank Fees	(40)		(40)
001-051-544020 SDC Analysis	-		-
001-051-603000 Engineering - ODOT Coburg Loop	-		-
001-051-610000 Capital Const. Coburg Loop Seg 2	(466,000)		(466,000)
001-051-610001 Capital Const. Coburg Loop Seg 4	-		-
001-051-62000 Capital Outlay Norma Pfeiffer Park	-		-
001-051-720010 Overhead Allocation	-		-
001-051-801000 Operating Contingency Park Capital	(116,000)		(116,000)
001-051-950000 Unappropriated Ending Balance	-		-
001-400-500200 Public Works Director	(60,850)	(3,500)	(64,350)
001-400-500300 Public Works Operator II (2)	(84,962)		(84,962)
001-400-500310 Public Works Operator I	-		-
001-400-500311 Wastewater Plant Operator	(65,915)		(65,915)
001-400-503000 FICA/Medicare	(16,198)		(16,198)
001-400-504000 Health/Dental/Life/LIT	(59,970)		(59,970)
001-400-504100 Life/STD Insurance	-		-
001-400-505000 PERS Retirement	(24,869)		(24,869)
001-400-506000 Unemployment/wbf	(4,312)		(4,312)
001-400-506050 Workers Benefit Fund	(300)		(300)
001-500-500010 PW Personal Services Allocation	250,960		250,960
001-500-500020 Planning Salary Allocation	21,383		21,383
001-500-510000 Overhead Allocation	358,057		358,057
001-700-710001 Transfer out to Planning 006	-		-
001-700-710040 Prior Period Adjustment from Other Funds	-		-
001-700-711000 Transfer to Park Fund	-		-
001-700-711009 Transfer in from Building 009	-		-
001-700-711300 Transfer to Sewer Debt Fund	(50,000)		(50,000)
001-700-711500 Transfer to Water Capital Fund	-		-
001-700-720030 Planning Salary Allocation	(21,383)		(21,383)
001-800-801000 Operating Contingency	-		-
001-900-950000 Unappropriated Ending Balance	(333,788)		(333,788)
001-900-950001 General Fund Reserve	(100,000)		(100,000)
001-900-950002 Reserve For Police Equipment/Vehicles	(15,000)	9,000	(6,000)
<b>Grand Total</b>	<b>-</b>	<b>-</b>	<b>-</b>