



Location: City Hall – Council Chambers
Date: December 16, 2020
Time: 12:00 PM

Special City Council Meeting Agenda

Mayor Steve Uffelman, Council Members Jason Beebe, Janet Hutchison,

Patricia Jungmann, Gail Merritt, Jeff Papke, Teresa Rumble and City Manager Steve Forrester

This meeting will be open to the public by telephonic communications due to commitment to eliminate the exposure and spread of COVID-19. This meeting can be attended by calling 346-248-7799 Meeting ID 947 5839 2608. Please visit our website for additional meeting information.

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

Visitors, Appearances and Requests

Council Business

Staff Reports and Requests

Committee Reports

Ordinances

Resolutions

- [1.](#) Resolution No. 1468 - Adopting a Supplemental Budget & Making Appropriations for 2019-2021 BN (**PUBLIC HEARING**) - Liz Schuette

Visitors, Appearances and Requests

Adjourn

Agenda items maybe added or removed as necessary after publication deadline



STAFF REPORT

MEETING DATE: 12/16/2020

PREPARED BY: Liz Schuette

SECTION: Resolution 1468

DEPARTMENT: Wastewater/Golf Fund

CITY GOAL: Fiscal Responsibility, Provide Quality Municipal Service & Programs

SUBJECT: Supplemental Budget adjustment

REASON FOR CONSIDERATION: To provide for additional dollars in the golf fund for the irrigation project and operating expenses due to increased activity. The adjustment recognizes the \$500,000 in additional revenue with the transfer from wastewater, and it recognizes \$100,000 dollars in additional revenue from the increase of activity in golf. In the wastewater fund the expenditures are being adjusted to increase the transfer to golf for \$500,000 and an additional \$71,000 to PW administration for the acquisition of an excavator. The \$71,000 for the acquisition will be covered by a decrease in capital outlay for \$71,000, the \$500,000 will be covered by contingency.

BACKGROUND: On August 25, 2020 Council awarded the bid for the irrigation project at Meadow Lakes and approved moving forward with the project, staff reviewed the most fiscally responsible options to fund the additional dollars and determined that this would qualify for use of SDC dollars, additionally the need for an excavator for the public works department became apparent, with additional dollars available in capital outlay from the FY 2020 budget the acquisition was covered.

FISCAL IMPACT: Total expenditures for the wastewater fund will not change the bottom line of the budget, it will change appropriation levels in expenditures of capital outlay, transfers, and contingency. In the golf fund overall revenue and expenditures will increase \$600,000, appropriation levels will be adjusted in expenditures of the golf course budget, waste disposal budget, and contingency. Appropriations in revenues will be adjusted in charges for service in golf, and transfers from other funds.

RECOMMENDATION: Staff recommends approval of Resolution 1468 for the supplemental budget adjustments to the wastewater and golf funds.

RESOLUTION NO. 1468

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS FOR 2019-2021 BN

WHEREAS, the City of Prineville is in need of a supplemental budget for the biennial budget 2019-21, commencing July 1, 2019, and

WHEREAS, discussion to adopt the supplemental budget was held before the City Council on December 16th, 2020.

WHEREAS, now is the proper time to pass a resolution adopting the supplemental budget and making appropriations.

THEREFORE, the City of Prineville resolves as follows:

1. That the City of Prineville does hereby adopt the supplemental budget in the sum total of \$600,000.
2. That the additional amounts for the fiscal year beginning July 1, 2019, and for the purposes shown below are hereby appropriated as follows:

Summary of Supplemental Budget BN 2020-2021

Amounts shown are revised appropriation totals in those funds being modified.

<u>Wastewater Fund</u>	<u>Budget</u>	<u>Revised Budget</u>
Expenditures (proposed changes)		
Capital outlay	\$ 1,355,000	\$ 1,284,000
Transfers	\$ 4,273,900	\$ 4,844,900
Contingency / Other Requirements	\$ 2,028,116	\$ 1,528,116
Revised Total Fund Expenditures	\$ 11,812,016	\$ 11,812,016

To adjust transfer expenditures to cover additional costs for the irrigation project at the golf course wastewater treatment plant, and to transfer additional dollars to the PW fleet department for the acquisition of an excavator. These expenditures were not anticipated at the time the budget was adopted, \$500,000 for the irrigation will be covered by contingency, \$71,000 for the excavator will be covered by a decrease to capital outlay.

<u>Golf Course Fund</u>	<u>Budget</u>	<u>Revised Budget</u>
Expenditures (proposed changes)		
Golf Course	\$ 1,880,100	\$ 2,838,700
Waste Disposal	\$ 994,500	\$ 1,014,500
Contingency /Other requirements	\$ 476,695	\$ 98,095
Revised Total Fund Expenditures	\$ 3,611,495	\$ 4,211,495
Resources (proposed changes)		
Charges for Service Golf Course	\$ 1,556,000	\$ 1,656,000
Transfers from Other Funds	\$ 750,000	\$ 1,250,000
Revised Total Fund Resources	\$ 3,611,495	\$ 4,211,495

To adjust revenues to include additional transfer of \$500,000 from the wastewater fund, increase charges for services to include additional \$100,000 in revenue received from golf activity, and a reduction in contingency of \$378,600. The increased resources will cover the additional dollars needed to complete the irrigation project of approx. \$900,000 and other costs associated with increased activity not anticipated at budget time.

TOTAL SUPPLEMENTAL BUDGET	\$	600,000
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Adopted by the City Council this 16th day of December, 2020

Steve Uffelman, Mayor

ATTEST:

Lisa Morgan, City Recorder