

**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

<b>MEETING DATE</b> June 4, 2013	<b>AGENDA ITEM NUMBER</b>
-------------------------------------	---------------------------

TO: Mayor Shoji and City Councilors

FROM: Susanne Baker, Finance Director *SB*

THROUGH: Rodger Craddock, City Manager *RC*

ISSUE Adoption of Resolution 13-10

BACKGROUND

Throughout the course of FYE 2013 events occurred which were not budgeted, personnel recruitment and retirements, during the FYE 13 budget process. To remain compliant with Oregon budget law, the proposed contingency transfer and budget appropriation authority is required to be performed through the public hearing and supplemental budget process pursuant to ORS 294.471 and ORS 294.473.

Without the contingency transfer, it is anticipated that the General Fund department budgets that are affected would likely come in right at or slightly over budget. The contingency transfer will provide a margin and provide a certainty that the City will be compliant with Oregon budget law. Efforts have been made and will continue through June 30th to adjust the budget to preserve the contingency balance, and not require the use of the additional appropriation. The following is a detail of the balance of the fund before and after the proposed adjustments:

	General Fund Total Appropriation <u>Before Resolution 13-10</u>	New Total <u>Resolution 13-10</u>	<u>Appropriation</u>
Total General Government	\$ 1,355,856	\$30,000	\$ 1,385,856
Total Public Works and Development	\$ 4,455,926	\$25,000	\$ 4,480,926
Total General Fund	\$15,434,043	\$55,000	\$15,489,043

ADVANTAGES

The City will be in compliance with ORS 294.471 and ORS 294.473.

DISADVANTAGES

None.

BUDGET

The appropriations will provide the resources needed to balance the expenditures.

RECOMMENDATION

It is staff's recommendation the City Council hold a public hearing and adopt Resolution 13-10.

**City of Coos Bay**

**Resolution 13-10**

**A RESOLUTION OF THE CITY OF COOS BAY, COOS COUNTY, OREGON ADOPTING A SUPPLEMENTAL BUDGET MAKING APPROPRIATIONS AND TRANSFERRING FUNDS FROM THE GENERAL FUND CONTINGENCY LINE ITEM TO THE GENERAL GOVERNMENT AND PUBLIC WORKS DEPARTMENTS.**

WHEREAS, appearing to the City of Coos Bay that the City of Coos Bay has complied with the provisions of ORS 294.473 to appropriate funds to adjust fund expenditures by more than 10% of the fund's adopted expenditure total; a public hearing shall be held; the governing body at a regularly scheduled meeting shall adopt a supplemental budget by resolution stating the need, purpose, and amount of the appropriation; provide notice of the meeting by publishing not less than five days before the meeting; and the notice includes a summary of the changes proposed; and

WHEREAS, the City Council recognizes the need to appropriate operational expenditures authority from the General Fund Contingency line item to the General Government and Public Works operational expenditures due to staffing changes during FYE 13; and

WHEREAS, the additional resources and requirements have been determined and set forth as below:

General Fund			
Resources	Contingency	\$55,000	
Requirements	General Government	\$30,000	
	Public Works and Development	\$25,000	
	New Total General Government		\$1,385,856
	New Total Public Works and Development		\$4,480,926
	New Total General Fund Requirements		\$15,489,043

NOW, THEREFORE, BE IT RESOLVED THAT, the City of Coos Bay, Coos County Oregon hereby adopts the FY 2012-2013 supplemental budget as set forth above, and appropriates the sums as shown.

The foregoing resolution was duly adopted by the City of Coos Bay, Coos County, Oregon this 4<sup>th</sup> day of June 2013.

\_\_\_\_\_  
Crystal Shoji, Mayor

ATTEST:

\_\_\_\_\_  
Susanne Baker, City Recorder