

**CITY OF COOS BAY**  
**JOINT CITY COUNCIL / URA WORK SESSION**  
**Agenda Staff Report**

<b>MEETING DATE</b> May 23, 2017	<b>AGENDA ITEM NUMBER</b>
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TO: Mayor Benetti and City Councilors  
FROM: Susanne Baker, Finance Director  
THROUGH: Rodger Craddock, City Manager  
ISSUE: Resolution 17-13 City Public Hearing and Supplemental Budget

**SUMMARY:**

A supplemental budget is needed at this time to appropriate funds for the General fund from contingency to operations to offset unanticipated expenses due to attrition and retirement's city wide as well as overtime in the Dispatch and Police operations. Additionally, the appropriation will offset the change in aggregating all General Fund telephone services together, moving to a new phone system, higher electrical utility costs, and upgrading fiber connectivity to work towards technology redundancy.

The supplemental budget will also authorize additional transfer appropriations from the General, State Gas Tax, and Street Improvement funds in anticipation of receiving more revenue than budgeted for the Pacific Power and Light franchise fees. This will allow for the funds to be transferred for capital expenditure.

**ACTION REQUESTED:**

It is staff's recommendation the City Council hold a public hearing to accept public comment and then adopt the resolution to appropriate funds in the General, State Gas Tax, 9-1-1, and Street Improvement funds.

**BACKGROUND:**

It is anticipated during the fiscal year that several supplemental budgets will be brought forward to the Council for consideration to adjust the budget based upon operational needs. Reasons for a supplemental budget include appropriating grant funding not included in the budget, appropriating additional carryover or contingency balances to offset unanticipated expenses for operational needs, reallocating funds within categories, and appropriating new funds.

Oregon budget law is regulated through ORS 294. ORS 294.473 requires when funds are adjusted by more than 10% of the fund's adopted expenditure total that a public hearing be held to allow for public comment and then the governing body at a regularly scheduled meeting adopts a supplemental budget by resolution. The resolution is required to state 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.

**BUDGET IMPLICATIONS:**

The appropriations allow for approved expenditures within the budget for transparency.

**City of Coos Bay**

**Resolution 17 – 13**

**A RESOLUTION OF THE CITY OF COOS BAY, COOS COUNTY, OREGON, PUBLIC HEARING FOR A SUPPLEMENTAL BUDGET FOR GENERAL, STATE GAS TAX, 9-1-1, AND STREET IMPROVEMENT FUND APPROPRIATIONS.**

WHEREAS, the City of Coos Bay has complied with the provisions of ORS 294.473 to appropriate funds to adjust one fund's 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 General and 9-1-1 Funds require contingency transfers to operations to offset unanticipated expenses due to attrition and retirements city wide as well as overtime in the Dispatch and Police operations; and

WHEREAS, the General Fund requires a contingency transfer to operations to offset the change in aggregating all General Fund telephone services together, moving to a new phone system, higher electrical utility costs, and upgrading fiber connectivity to work towards technology redundancy; and

WHEREAS, the General, State Gas Tax, and Street Improvement funds require appropriations to anticipate additional Pacific Power and Light franchise fees to be received and to allow for the funds to be transferred for capital expenditure;

General Fund

Resources	Contingency	\$160,000
	Revenue	100,000
Requirements	General Government	60,000
	Public Safety	100,000
	OFU Transfers	100,000
	New Total Contingency	\$ 440,000
	New Total General Government	1,444,122
	New Total Public Safety	7,597,168
	New Total OFU Transfers	558,600
	New General Fund Requirements	15,901,830

State Gas Tax Fund

Resources	OFS	\$100,000
Requirements	Transfers	100,000
	New Total Transfers	\$ 381,283
	New Total Requirements	1,590,031

9-1-1 Tax Fund

Resources	Contingency	\$7,436	
Requirements	Operations	7,436	
	New Total Requirements		229,609

Street Improvement Fund

Resources	OFS	\$100,000	
Requirements	Capital	100,000	
	New Total Capital		\$3,116,348
	New Total Requirements		\$3,116,348

NOW, THEREFORE, BE IT RESOLVED THAT, the City of Coos Bay hereby adopts the FYE 2017 Resolution and appropriates the sums as shown above. The foregoing resolution was duly adopted by the City of Coos Bay, Coos County, Oregon this 6<sup>th</sup> day of June 2017.

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Joe Benetti, Mayor

ATTEST:

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Susanne Baker, City Recorder