



## RESOLUTION No. 2012-3018

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**A RESOLUTION TO ADOPT SUPPLEMENTAL BUDGET #1 FOR  
FISCAL YEAR 2012-2013 BEGINNING JULY 1, 2012, AND ENDING  
JUNE 30, 2013**

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### RECITALS:

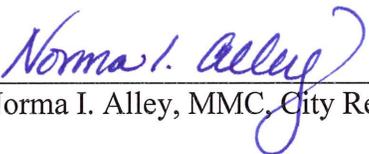
1. The 2012-2013 Budget was adopted by Resolution No. 2012-3008 on June 18, 2012, by the City Council.
2. New circumstances since adoption require changes to the Budget as shown in Exhibit "A", which is hereby attached and by this reference incorporated.

### THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

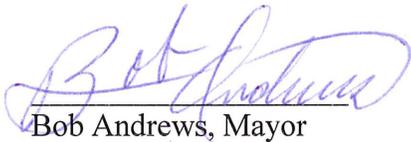
To recognize actual carryover beginning balances, appropriate expenditure changes and recognize changes in contingencies as attached in Exhibit "A", which is hereby adopted and by this reference incorporated.

➤ **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: October 16, 2012.

**ADOPTED** by the City Council of the City of Newberg, Oregon, this 15<sup>th</sup> day of October, 2012.

  
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Norma I. Alley, MMC, City Recorder

**ATTEST** by the Mayor this 18<sup>th</sup> day of October, 2012.

  
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Bob Andrews, Mayor

**EXHIBIT "A"**

City of Newberg  
 Supplemental Budget #1  
 Fiscal Year 2012-2013

<u>FUND 01 - GENERAL FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	1,975,146.00	699,221.00	2,674,367.00
FEMA Grant - Fire Station	<i>Increase</i>	-	51,000.00	51,000.00
Transfer In - Library Gift & Memorial	<i>Increase</i>	-	131.00	131.00
FEMA Grant - Fire Station	<i>Increase</i>	-	78,000.00	78,000.00
Library Salaries - Grant	<i>Increase</i>	-	131.00	131.00
Contingency	<i>Increase</i>	146,726.00	672,221.00	818,947.00

*To recognize the increased carryover from 2011-12 ending fund balance, to appropriate the carryover of the FEMA grant for expenditures made in this fiscal year, to recognize and appropriate costs associated with a grant previously funded through contributions in the Library Gift & Memorial Fund, and to appropriate the difference to Contingency.*

<u>FUND 02 - STREET FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	383,443.00	91,882.00	475,325.00
Dues & Meetings -Administration	<i>Increase</i>	-	100.00	100.00
Supplies - Administration	<i>Increase</i>	-	100.00	100.00
Travel & Training - Administration	<i>Increase</i>	-	500.00	500.00
Contractual Services - Administration	<i>Decrease</i>	25,000.00	(25,000.00)	-
Books & Publications -Administration	<i>Increase</i>	-	50.00	50.00
Fuel - Administration	<i>Increase</i>	-	100.00	100.00
Recording Fees - Administration	<i>Decrease</i>	100.00	(100.00)	-
Dues & Meetings - Engineering	<i>Decrease</i>	800.00	(100.00)	700.00
Supplies - Engineering	<i>Decrease</i>	300.00	(100.00)	200.00
Travel & Training - Engineering	<i>Decrease</i>	4,500.00	(500.00)	4,000.00
Contractual Services - Engineering	<i>Increase</i>	10,000.00	25,000.00	35,000.00
Books & Publications - Engineering	<i>Decrease</i>	250.00	(50.00)	200.00
Fuel - Engineering	<i>Decrease</i>	500.00	(100.00)	400.00
Recording Fees - Engineering	<i>Increase</i>	-	100.00	100.00
Transfer Out - Street Capital Projects	<i>Increase</i>	260,000.00	9,448.00	269,448.00
Contingency	<i>Increase</i>	252,331.00	82,434.00	334,765.00

*To recognize the increased carryover from 2011-12 ending fund balance, to move funds associated with the Assistant City Manager's position from Engineering to Administration, to transfer out additional funds needed for Street Capital Projects, and to appropriate the difference to Contingency.*

## EXHIBIT "A"

<u>FUND 05 - EMERGENCY MEDICAL SERVICES FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	142,574.00	142,997.00	285,571.00
Contingency	<i>Increase</i>	138,786.00	142,997.00	281,783.00

*To recognize the increased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

<u>FUND 06 - WASTEWATER FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	4,515,552.00	651,617.00	5,167,169.00
Postage - Administration	<i>Decrease</i>	50.00	(50.00)	-
Fuel - Administration	<i>Increase</i>	-	100.00	100.00
Postage - Engineering	<i>Increase</i>	-	50.00	50.00
Fuel - Engineering	<i>Decrease</i>	500.00	(100.00)	400.00
Equipment Repair & Maintenance	<i>Decrease</i>	226,000.00	(44,958.00)	181,042.00
Capital Outlay	<i>Increase</i>	35,000.00	44,958.00	79,958.00
Contingency	<i>Increase</i>	5,473,531.00	651,617.00	6,125,148.00

*To recognize the increased carryover from 2011-12 ending fund balance, to move funds between the Engineering division and the Public Works Administration division to more accurately appropriate funds in both divisions, to move funds from Equipment Repair & Maint to Capital Outlay to purchase/build a Steel Utility Building and Concrete Pad, and to appropriate the difference to Contingency.*

<u>FUND 07 - WATER FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	3,634,884.00	346,510.00	3,981,394.00
Postage - Administration	<i>Decrease</i>	50.00	(50.00)	-
Conservation Public Outreach Prog - Admin	<i>Decrease</i>	5,000.00	(5,000.00)	-
Fuel - Administration	<i>Increase</i>	-	100.00	100.00
Postage - Engineering	<i>Increase</i>	-	50.00	50.00
Conservation Public Outreach Prog -Eng	<i>Increase</i>	-	5,000.00	5,000.00
Fuel - Engineering	<i>Decrease</i>	500.00	(100.00)	400.00
Contingency	<i>Increase</i>	3,127,886.00	346,510.00	3,474,396.00

*To recognize the increased carryover from 2011-12 ending fund balance, to move funds between the Engineering division and the Public Works Director Administration division to more accurately appropriate funds in both divisions, and to appropriate the difference to Contingency.*

<u>FUND 08 - BUILDING INSPECTION FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	-	155,081.00	155,081.00
Contingency	<i>Increase</i>	4,284.00	155,081.00	159,365.00

*To recognize the increased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

## EXHIBIT "A"

<u>FUND 13 - 9-1-1 TAX FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	69,809.00	34,696.00	104,505.00
Contingency	<i>Increase</i>	5,227.00	34,696.00	39,923.00

*To recognize the increased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

<u>FUND 14 - ECONOMIC DEVELOPMENT LOAN FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	388,039.00	257,694.00	645,733.00
Contingency	<i>Increase</i>	135,215.00	257,694.00	392,909.00

*To recognize the increased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

<u>FUND 16 - PUBLIC SAFETY FEE</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	221,894.00	6,409.00	228,303.00
Contingency	<i>Increase</i>	193,177.00	6,409.00	199,586.00

*To recognize the increased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

<u>FUND 17 - STORMWATER FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	764,342.00	139,439.00	903,781.00
Administrative Salaries - Administration	<i>Increase</i>	-	23,328.00	23,328.00
FICA/Medicare - Administration	<i>Increase</i>	-	1,785.00	1,785.00
Workers Comp - Administration	<i>Increase</i>	-	491.00	491.00
Unemployment - Administration	<i>Increase</i>	-	163.00	163.00
Retirement - PERS - Administration	<i>Increase</i>	-	3,114.00	3,114.00
Retirement - Pension Bond - Administration	<i>Increase</i>	-	816.00	816.00
Health/Life/LTD - Administration	<i>Increase</i>	-	4,842.00	4,842.00
Office Supplies - Administration	<i>Increase</i>	-	100.00	100.00
Dues & Meetings - Administration	<i>Increase</i>	-	500.00	500.00
Supplies - Administration	<i>Increase</i>	-	100.00	100.00
Travel & Training - Administration	<i>Increase</i>	-	500.00	500.00
Books & Publications - Administration	<i>Increase</i>	-	50.00	50.00
Fuel - Administration	<i>Increase</i>	-	100.00	100.00
Administrative Salaries - Engineering	<i>Decrease</i>	42,732.00	(23,328.00)	19,404.00
FICA/Medicare - Engineering	<i>Decrease</i>	11,356.00	(1,785.00)	9,571.00
Workers Comp - Engineering	<i>Decrease</i>	2,883.00	(491.00)	2,392.00
Unemployment - Engineering	<i>Decrease</i>	1,038.00	(163.00)	875.00
Retirement - PERS - Engineering	<i>Decrease</i>	9,623.00	(3,114.00)	6,509.00
Retirement - Pension Bond - Engineering	<i>Decrease</i>	2,152.00	(816.00)	1,336.00
Health/Life/LTD - Administration	<i>Decrease</i>	40,170.00	(4,842.00)	35,328.00
Office Supplies - Engineering	<i>Decrease</i>	900.00	(100.00)	800.00

**EXHIBIT "A"**

<u>FUND 17 - STORMWATER FUND (continued)</u>		BUDGET	CHANGE	REVISED
Dues & Meetings - Engineering	Decrease	2,096.00	(500.00)	1,596.00
Supplies - Engineering	Decrease	300.00	(100.00)	200.00
Travel & Training - Engineering	Decrease	5,785.00	(500.00)	5,285.00
Books & Publications - Engineering	Decrease	100.00	(50.00)	50.00
Fuel - Engineering	Decrease	300.00	(100.00)	200.00
Contingency	Increase	738,842.00	139,439.00	878,281.00

*To recognize the increased carryover from 2011-12 ending fund balance, to create an Administration department code, to move funds between the Engineering division and the Public Works Director Administration division to more accurately appropriate funds in both divisions, and to appropriate the difference to Contingency.*

<u>FUND 18 - STREET CAPITAL PROJECTS FUND</u>		BUDGET	CHANGE	REVISED
Transfer In - Street Fund	Increase	260,000.00	9,448.00	269,448.00
Transfer In - Street System Development	Increase	231,000.00	20,000.00	251,000.00
Bicycle Route Improvements	Increase	10,000.00	9,448.00	19,448.00
College St R-O-W Acquisition	Increase	70,000.00	20,000.00	90,000.00

*To recognize and appropriate changes in Street Capital Projects.*

<u>FUND 22 - LIBRARY GIFT &amp; MEMORIAL FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	Decrease	181,956.00	(70,518.00)	111,438.00
Transfer Out - General Fund	Increase	-	131.00	131.00
Contingency	Decrease	174,806.00	(70,649.00)	104,157.00

*To recognize the decreased carryover from 2011-12 ending fund balance, to transfer funds for grant revenues received in a prior year which was performed in the current fiscal year in the General Fund, and to appropriate the difference to Contingency.*

<u>FUND 24 - ANIMAL SHELTER FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	Decrease	191,089.00	(126,515.00)	64,574.00
Animal Shelter (NASF) Construction	Decrease	191,289.00	(126,515.00)	64,774.00

*To recognize the decreased carryover from 2011-12 ending fund balance and appropriate the continued construction expenditures of the approved animal shelter project.*

<u>FUND 31 - ADMIN SUPPORT SERVICES FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	Increase	578,148.00	27,771.00	605,919.00
Safety Program	Increase	2,500.00	2,500.00	5,000.00
Legal Health Insurance	Increase	36,262.00	6,818.00	43,080.00
Contingency	Increase	416,974.00	18,453.00	435,427.00

*To recognize the increased carryover from 2011-12 ending fund balance, to appropriate increased health insurance coverage in Legal to account for change in dependents, and to appropriate the difference to Contingency.*

**EXHIBIT "A"**

<u>FUND 32 - VEHICLE/EQUIPMENT REPLACEMENT FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	1,492,384.00	86,361.00	1,578,745.00
Lease Proceeds - 2012-13 Police Vehicle Lease	<i>Increase</i>	350,000.00	54,061.00	404,061.00
Capital Outlay - Lease-GAAP - Police	<i>Increase</i>	-	54,061.00	54,061.00
Capital Outlay - Computers	<i>Increase</i>	-	3,000.00	3,000.00
Capital Outlay - Vehicles	<i>Increase</i>	60,000.00	10,000.00	70,000.00
Capital Outlay - Police Radios	<i>Increase</i>	-	6,278.00	6,278.00
Capital Outlay - Forensics Equipment	<i>Increase</i>	10,000.00	4,244.00	14,244.00
Capital Outlay - Communications Equipment	<i>Increase</i>	15,000.00	4,511.00	19,511.00
Capital Outlay - Maint Veh Repl	<i>Increase</i>	220,000.00	20,000.00	240,000.00
Contingency	<i>Increase</i>	1,423,548.00	38,328.00	1,461,876.00

*To recognize the increased carryover from 2011-12 ending fund balance, to account for additional unexpected expenditures for replacement equipment, to record the total lease for the newly leased police vehicles per GAAP requirements, and to appropriate the difference to Contingency.*

<u>FUND 33 - FIRE &amp; EMS EQUIPMENT FEE FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	453,383.00	3,221.00	456,604.00
Contingency	<i>Increase</i>	164,383.00	3,221.00	167,604.00

*To recognize the increased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

<u>FUND 42 - STREETS SYSTEM DEVELOPMENT FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Increase</i>	2,179,192.00	26,420.00	2,205,612.00
Transfer Out - Street Cap Projects	<i>Increase</i>	231,000.00	20,000.00	251,000.00
Contingency	<i>Increase</i>	2,153,745.00	6,420.00	2,160,165.00

*To recognize the increased carryover from 2011-12 ending fund balance, to appropriate the unexpected additional costs for Street Capital Projects, and to appropriate the difference to Contingency.*

<u>FUND 43 - STORMWATER SYSTEM DEVELOPMENT FUND</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Decrease</i>	356,363.00	(6,701.00)	349,662.00
Contingency	<i>Decrease</i>	334,763.00	(6,701.00)	328,062.00

*To recognize the decreased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

<u>FUND 46 - WASTEWATER SDC</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	<i>Decrease</i>	1,414,715.00	(173,958.00)	1,240,757.00
Contingency	<i>Decrease</i>	1,608,735.00	(173,958.00)	1,434,777.00

*To recognize the decreased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

**EXHIBIT "A"**

<u>FUND 47 - WATER SDC</u>		BUDGET	CHANGE	REVISED
Beg F/B - Net Working Capital	Decrease	862,519.00	(170,940.00)	691,579.00
Contingency	Decrease	602,452.00	(170,940.00)	431,512.00

*To recognize the decreased carryover from 2011-12 ending fund balance and to appropriate the amount to Contingency.*

Total Increase in appropriations: 2,255,327.00