



ALBANY CITY COUNCIL
SUPPLEMENTAL AGENDA

Wednesday, January 11, 2023

6:00 p.m.

Council Chambers, City Hall

333 Broadalbin Street SW

Hybrid Format

Please note a supplemental agenda item for this meeting:

1. Omitted staff report – Staff report for the supplemental budget (agenda item 5a) was unintentionally left out of the original agenda due to a clerical error. (Memo attached)



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Jeanna Yeager, Finance Director

DATE: December 29, 2022, for the January 11, 2023, City Council Meeting

SUBJECT: 2021-2023 Supplemental Budget
Relates to Strategic Plan theme: Effective Government

Action Requested:

By resolution, adopt the proposed Biennium (BN) 2021-2023 supplemental budget

Discussion:

The proposed supplemental budget changes total \$2,192,300, a 0.71 percent increase from the current BN 2021-2023 budget. Because one fund had changes in expenditures that totaled more than ten percent, a public hearing is required, pursuant to ORS 294.473. This supplemental budget will be used to adjust appropriations as needed and to formalize appropriation resolutions made throughout the year. The proposed changes are discussed on a fund-by-fund basis in the narrative presented below.

Both the General Fund and the Central Services Fund had increases reflecting a one percent increase to budgeted fiscal 2023 salaries and wages plus associated benefits. As the Human Resources Director has presented in previous meetings, these cost-of-living adjustments (COLAs) will be offset by contingency funds.

Unanticipated fund balance in the Economic Development Activities program will be appropriated according to council guidance provided at the November 28, 2022, council meeting: \$224,900 to outside agencies, \$50,000 to the Collaborative Tourism Program, and \$95,000 to Parks and Recreation for the Timber Linn Park stage and Waverly Lake clean-up.

Several departments received grant funds that will be appropriated: approximately \$143,000 in opioid settlement funds, \$643,000 in U.S. Department of Homeland Security Assistance to Firefighters Grant funds to purchase a new fire engine (appropriated with Resolution 7141), and an FFA Airport Improvement Grant in the amount of \$513,600 (appropriated with Resolution 7033).

Budget Impact:

General Fund:

- Decrease Administration contingency by \$254,400 to support COLA increases in appropriations for employees in Municipal Court (\$4,700), Planning (\$10,000), Police (\$110,100), Fire (\$110,700), and Library (\$18,900).

The above transactions resulted in a net zero change to General Fund appropriations.

Parks & Recreation Fund:

- Increase Parks Maintenance appropriations by \$20,000 help clean-up Waverly Lake. Performance & Cultural Art appropriations will increase by \$75,000. Both increases are offset by the transfer in from the Economic Development Fund.

The above changes resulted in a 0.48 percent increase in appropriations to the Parks & Recreation Fund.

Grants Fund:

- Increase Grants: Finance by \$143,000 to reflect the receipt of opioid settlement proceeds.
- Decrease Grants: Finance appropriations by \$25,000 and increase Transfers Out appropriations by \$25,000 to reflect ARPA transfers to the Mayor & Council program in the Central Services Fund. These monies will be used to improve the audio system and other equipment in council chambers.
- Increase Grants: Community Development appropriations by \$15,800 to reflect the receipt of State Historic Grant funds (appropriated with Resolution 7103).
- Increase Grants: Police appropriations by \$5,000 to reflect the receipt of grant funds related the department's K9 program (Resolution 7064).
- Increase Grants: Fire appropriations by \$643,000 to reflect the receipt of grants funds related to the purchase of a new fire engine (Resolution 7141).
- Increase Grants: Public Works appropriations by \$513,600 to reflect the receipt of grants funds for the construction of an automated weather observing system at the airport (Resolution 7033).

The above changes resulted in a 7.05 percent increase in appropriations to the Grants Fund and an increase of changes to expenditures totaling 10.53 percent which necessitates a public hearing.

Economic Development

- Increase the Economic Development Activities program appropriations by \$274,900 including \$50,000 for Collaborative Tourism Program expenditures. This was offset by unexpected beginning fund balance.
- Increase Airport Municipal program appropriations by \$32,000, which reflects ARPA funding from the FAA. These will be used for operating expenses (Resolution 7032).
- Increase Transfers Out appropriations by \$95,000 to reflect transfers to Performance & Cultural Arts (\$75,000) and Parks Maintenance (\$20,000). These were offset by unexpected beginning fund balance.

The above changes resulted in an 8.20 percent increase in appropriations to the Economic Development Fund.

Streets:

- Increase Street Capital & Maintenance appropriations by \$350,000 to reflect COVID relief funding for the of the Queen Avenue Rehabilitation project crossing (Resolution 7086).

The above changes resulted in a 1.23 percent increase in appropriations in the Street Fund.

Central Services Fund:

- Decrease Administration contingency by \$43,900 to support COLA increases in appropriations for employees in Finance (\$10,000), City Manager's Office (\$8,900), Code Enforcement (\$1,200), Emergency Management/Safety (\$1,400), Information Technology (\$10,300), GIS (\$1,700), Permit Tracking (\$700), Human Resources (\$6,400), and GF Facilities Maintenance (\$3,300).

- Increase Mayor & Council appropriations by \$25,000 to reflect the transfer from the Grants Fund for council chamber improvements.

JY

Attachment: Resolution