



# Council Business Meeting

January 16, 2024

<b>Agenda Item</b>	2023-25 BN Supplement Budget & Resolution – Revenue Recognition & Budget Appropriation for Parks Department		
<b>From</b>	Mariane Berry	Finance Director	
<b>Contact</b>	<a href="mailto:Mariane.Berry@ashland.or.us">Mariane.Berry@ashland.or.us</a> (541) 552-2015		
<b>Item Type</b>	Requested by Council <input checked="" type="checkbox"/> Update <input type="checkbox"/> Request for Direction <input type="checkbox"/> Presentation <input type="checkbox"/>		

### **SUMMARY**

During the course of the Biennium there are times that budget adjustments are necessary. The proposed budget amendments do not increase appropriations by more than ten percent.

### **POLICIES, PLANS & GOALS SUPPORTED**

N/A

### **BACKGROUND AND ADDITIONAL INFORMATION**

Oregon budget law (ORS 294.471) provides for a mid-cycle amendment to the budget through the supplemental budget process.

This supplement budget will recognize and appropriate unbudgeted revenue. These changes consist of additional appropriations of less than ten percent of the budgeted fund, Oregon budget law allows adoption by Council Resolution with no public hearing required.

This budget amendment recognizes the revenue from three Ashland Parks Foundation grants totaling \$11,961 for the purchase of an electric blower and battery, leaf maintenance equipment, and the replacement of playground equipment. The following reflects recognition of the grant revenue and the related increase in appropriation to the Parks Division.

#### **Increase In resource:**

General Fund	Parks Grants	11,961
<b>Total Increased Resource</b>		<b>\$ 11,961</b>

#### **Increase In appropriation:**

General Fund	Parks - Parks Division - Small Tools	10,784
General Fund	Parks - Parks Division - General Maintenance	1,177
<b>Total Increased Appropriation</b>		<b>\$ 11,961</b>

The details of each change can be found on the attached Staff Supplemental Budget Request forms.

### **FISCAL IMPACTS**

This Supplemental Budget adjustment increases revenue and appropriations within the budget.

### **DISCUSSION QUESTIONS**

N/A

### **SUGGESTED NEXT STEPS**

Council adopts the attached resolution to authorize proposed changes as defined within this report for a 2023-25 BN supplemental budget.





# Council Business Meeting

## **ACTIONS, OPTIONS & POTENTIAL MOTIONS**

I move to adopt Resolution 2024-01 authorizing a 2023-25 BN supplemental budget.

## **REFERENCES & ATTACHMENTS**

Attachment 1: Resolution Adopting the Supplemental Budget

Attachment 2: Staff Supplemental Budget Requests

## **RESOLUTION NO. 2024-01**

### **A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR CHANGES TO THE 2023-25 BIENNIUM BUDGET**

#### **RECITALS:**

- A. The City of Ashland 2023-25 Biennium Budget was adopted on June 6, 2023, for the period of July 1, 2023 through June 30, 2025.
  
- B. The City of Ashland (City) is authorized by ORS 294.471 to approve a supplemental budget for one or more of the following reasons:
  - 1. An occurrence or condition which had not been ascertained at the time of the preparation of a budget for the current year which requires a change in financial planning.
  - 2. A pressing necessity which was not foreseen at the time of the preparation of the budget for the current year which requires prompt action.
  - 3. Funds were made available by another unit of federal, state or local government and the availability of such funds could not have been ascertained at the time of the preparation of the budget for the current year.

#### **THE CITY OF ASHLAND HEREBY RESOLVES AS FOLLOWS:**

SECTION 1. In accordance with provisions stated above, the Mayor and City Council of the City of Ashland determine that it is necessary to adopt a supplemental budget, establishing the following amendments:

SECTION 2. This resolution is effective upon adoption.

	<u>Additional appropriations:</u>	
	<u>Appropriation</u>	<u>Resource</u>
<u>General Fund</u>		
Parks - Parks Division	11,961	
Intergovernmental		11,961
	\$ 11,961	\$ 11,961

This resolution was duly PASSED and ADOPTED this 16th day of January 16, 2024, and takes effect upon signing by the Mayor.

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Alissa Kolodzinski, City Recorder

SIGNED and APPROVED this 16th day of January 2024.

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Tonya Graham, Mayor

Reviewed as to form:

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Douglas M. McGeary, Acting City Attorney

## Budget Supplemental Request

Date: 9/14/23

Department: APRC

**Explanation of request:**

Ashland Parks Foundation Grant 1) For the purchase of electric tools 2) Leaf  
maintenance equipment 3. Playground Equipment Replacement

### New Revenue

Account Number	Line Item Name	Amount
Parks Grants	0110.430120	\$ 1,784
Parks Grants	0110.430120	\$ 9,000
Parks Grants	0110.430120	\$ 1,177.40
Total Amount of Transfer		\$ 11,961.38

### Additional Appropriations (Expense)

Account Number	Line Item Name	Amount
Small Tools	128625.601200	\$ 1,783.98
Small Tools	128625.601200	\$ 9,000.00
General Maintenance	128625.602118	\$ 1,177.40
Total Amount of Transfer		\$ 11,961.38

Requested By: Tara Kinn

Approved By: Fred M. Eldridge  
 Department Head



# Ashland

## PARKS FOUNDATION

August 25, 2023

Ashland Parks and Recreation Commission  
340 S. Pioneer St.  
Ashland, OR 97520

It is a pleasure to present a grant in the amount of \$1,783.98 to the Ashland Parks and Recreation Commission to be used to support the following program activity: Electric Blower and Battery. This grant was made to further the mission of the Ashland Parks Foundation (APF), to enhance Ashland's quality of life by financially supporting its parks recreational programs.

By accepting this grant your organization certifies that the grantee will furnish to APF any information concerning a change in the proposal. When making any public announcement about this grant, we would appreciate it if you would recognize the support from the Ashland Parks Foundation.

**ASHLAND PARKS FOUNDATION**  
340 S PIONEER ST  
ASHLAND, OR 97520-2729

1007

96-505/1232  
50019

DATE 8-25-23

PAY TO THE ORDER OF APRC \$ 1783.98  
One Thousand Eighty Three 98/100 DOLLARS

**UMPQUA BANK** (866) 486-7782

FOR Electric Blower / Battery



1007

Halvard Clarke



# Ashland

## PARKS FOUNDATION

August 25, 2023

Ashland Parks and Recreation Commission  
340 S. Pioneer St.  
Ashland, OR 97520

It is a pleasure to present a grant in the amount of \$9,000 to the Ashland Parks and Recreation Commission to be used to support the following program activity: Leaf Maintenance Equipment. This grant was made to further the mission of the Ashland Parks Foundation (APF), to enhance Ashland's quality of life by financially supporting its parks recreational programs.

By accepting this grant your organization certifies that the grantee will furnish to APF any information concerning a change in the proposal. When making any public announcement about this grant, we would appreciate it if you would recognize the support from the Ashland Parks Foundation.

**ASHLAND PARKS FOUNDATION**  
340 S PIONEER ST  
ASHLAND, OR 97520-2729

DATE 8-25-23

1005  
96-505/1232  
50019

PAY TO THE  
ORDER OF

APRC

\$ 9,000

Nine Thousand <sup>00</sup>/<sub>100</sub>

DOLLARS



Photo  
Safe  
Deposit  
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**UMPQUA BANK** (866) 486-7782

Leaf 17000 Leaf Grant

1005

Harland Clark



# Ashland

## PARKS FOUNDATION

August 25, 2023

Ashland Parks and Recreation Commission  
340 S. Pioneer St.  
Ashland, OR 97520

It is a pleasure to present a grant in the amount of \$1,177.40 to the Ashland Parks and Recreation Commission to be used to support the following program activity: Playground Equipment Replacement. This grant was made to further the mission of the Ashland Parks Foundation (APF), to enhance Ashland's quality of life by financially supporting its parks recreational programs.

By accepting this grant your organization certifies that the grantee will furnish to APF any information concerning a change in the proposal. When making any public announcement about this grant, we would appreciate it if you would recognize the support from the Ashland Parks Foundation.

ASHLAND PARKS FOUNDATION  
340 S PIONEER ST  
ASHLAND, OR 97520-2729

DATE 8-23-23

1004  
96-505/1232  
50019

PAY TO THE ORDER OF APRC \$ 1,177.40

One Thousand One Hundred Seventy Seven <sup>40/100</sup> DOLLARS

UMPQUA BANK (866) 486-7782

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MP

1004

Herland Clarke