

CLACKAMAS SOIL AND WATER CONSERVATION DISTRICT

**RESOLUTION TO ADOPT A SUPPLEMENTAL BUDGET, ADOPT A REVISED BUDGET,
AND MAKE APPROPRIATIONS FOR FISCAL YEAR 2015-2016**

Resolution number 2016-005

WHEREAS the Fiscal Year 2014-2015 end-of-year financial close-out and the results of the District audit have led to a need to revise the Fiscal Year 2015-2016 Budget document; and

WHEREAS the District expects to have more resources available during Fiscal Year 2015-2016 than anticipated and would like to spend some of those additional resources; and

WHEREAS money must be appropriated before it may be spent; and

WHEREAS the District has prepared a Supplemental Budget according to the requirements of ORS 294.471 and a Revised Budget incorporating those changes; and

WHEREAS the meeting at which the Supplemental Budget is being considered has been properly noticed according to the requirements of ORS 294.471,

NOW THEREFORE:

Resolution statements:

1. BE IT RESOLVED that the Board of Directors hereby adopts the Supplemental Budget for Fiscal Year 2015-2016 in the amount of \$623,025 and appropriates funds in the Supplemental Budget for the following purposes:

SUPPLEMENTAL BUDGET: General Fund (shows revisions only)	
District Operations Dept.	(\$20,382)
Conservation Services Dept.	(\$42,184)
Land Management Dept.	(\$20,632)
Not allocated to organizational unit or program:	
Transfers out	\$407,023
Net added to General Fund appropriation	\$323,825

The reason for these revisions in appropriations is to update General Fund departmental expenditures based on year-to-date expenditures, and to make more money available to the Conservation Fund.

SUPPLEMENTAL BUDGET: Conservation Fund (shows revisions only)	
Materials and services	\$299,200
Net added to Conservation Fund appropriations	\$299,200

The reason for adding to Conservation Fund appropriation is to meet District obligations and to respond to customer needs.

2. BE IT RESOLVED that the Board of Directors hereby adopts the Revised Budget for Fiscal Year 2015-2016 in the amount of \$5,532,699. Revised Budget is on file at District office.

REVISED BUDGET: All Funds Combined	
General Fund	\$3,809,638
Conservation Fund	\$1,264,753
Working Lands Legacy Fund	\$72,500
Building Reserve Fund	\$385,808
TOTAL ADOPTED BUDGET, AS REVISED	\$5,532,699

3. BE IT RESOLVED that the amount shown below is hereby appropriated in the Revised Budget for the Fiscal Year beginning July 1, 2015, for the following purposes.

General Fund Total Appropriation, as revised	
District Operations Dept.	\$564,944
Conservation Services Dept.	\$1,129,103
Land Management Dept.	\$49,868
Not allocated to organizational unit or program:	
Transfers out	\$1,110,000
General Fund Total, as revised	\$2,853,915
Conservation Fund Total Appropriation, as revised	
Materials and services	\$992,600
Conservation Fund Total, as revised	\$992,600
Working Lands Legacy Fund Total Appropriation, as revised	
Materials and services	\$22,500
Capital outlay	\$25,000
Working Lands Legacy Fund Total, as revised	\$47,500
Building Reserve Fund Total Appropriation, as revised	
Materials and services	\$1,770
Capital outlay	\$25,000
Debt service	\$285,911
Building Reserve Fund Total, as revised	\$312,681
Total Appropriations as revised, All Funds*	\$4,206,696
Total Unappropriated and Reserve Amounts as revised, All Funds	\$1,326,003
TOTAL ADOPTED BUDGET, AS REVISED	\$5,532,699

- * *Explanation: The total appropriation amount does not equal the total amount of the adopted budget, because there are unappropriated ending fund balances and amounts reserved for future expenditure in the General Fund, the Conservation Fund, the Working Lands Legacy Fund, and the Building Reserve Fund. Such amounts are not appropriated. This accounts for the difference.*

The above resolution statements were approved and declared adopted by the Board of Directors at a public meeting of the Board held on March 15, 2016, at the Clackamas Soil and Water Conservation District office in Oregon City, and duly noticed to the public.

Secretary to the Board: Donald Guttridge

ATTESTED TO:

Board Chair: Jeffrey Becker

See next page for explanation of revisions

Explanation of revisions to the adopted budget for FY 2015-2016:

SUMMARY of Budget Revisions: General Fund	
Increase in beginning fund balance	\$382,725
Increase in revenue: grants	\$7,086
Increase in revenue: equipment rental fees	\$1,000
Increase in revenue: from partners	\$1,050
Increase in revenue: sale of Pleasant Ave. property	\$135,000
Net Increase in General Fund Resources	\$526,861
Reduction in General Fund Requirements: Personnel Services	(\$100,228)
Increase in General Fund Requirements: Materials and Services	\$38,167
Reduction in General Fund Requirements: Capital Outlay	(\$21,137)
Increase in General Fund Requirements: Transfers to other funds The money that is <u>not</u> transferred remains in the General Fund and is added to Materials and Services, Capital Outlay, and Debt Service.	\$407,023
Increase in unappropriated ending fund balance	\$203,036
Net Increase in General Fund Requirements	\$526,861

SUMMARY of Budget Revisions: Conservation Fund	
Adjustment to the beginning fund balance	(\$86,779)
Increase in transfers from the General Fund	\$457,023
Increase in revenue: grants	\$104
Increase in revenue: loan disbursements from Oregon DEQ	\$14,300
Reduction in revenue: loan repayments received from borrowers	(\$14,630)
Net Increase in Conservation Fund Resources	\$370,018
Increase in expenses: grants and cost-share to cooperators	\$187,000
Increase in expenses: conservation loans to cooperators	\$19,700
Increase in expenses: grants and cost-share to partners	\$57,000
Increase in expenses: Contracted services	\$38,000
Reduction in expenses: Milk Creek Meadowbrook project	(\$2,500)
Increase in unappropriated ending fund balance for Conservation Fund	\$19,854
Increase in reserves (to be transferred to Loan Fund in FY 1617)	\$50,964
Net Increase in Conservation Fund Requirements	\$370,018

SUMMARY of Budget Revisions: Working Lands Legacy Fund	
Reduction in the beginning fund balance	(\$2,500)
Reduction in transfers from the General Fund	(\$50,000)
Net Reduction in Working Lands Legacy Fund Resources	(\$52,500)
Reduction in expenses: acquire conservation easements	(\$55,000)
Increase in expenses: acquire land for conservation	\$5,000
Reduction in expenses: capital outlay	(\$10,000)
Reduction in expenses: materials and services	(\$17,500)
Increase in reserves for future expenditure	\$25,000
Net Reduction in Working Lands Legacy Fund Requirements	(\$52,500)

SUMMARY of Budget Revisions: Building Reserve Fund	
When the FY 2015-16 Budget was adopted, the District budgeted \$220,000 in revenue to the Building Reserve Fund from the anticipated sale of property that the District owned on Pleasant Ave. in Oregon City. In the Revised Budget, the anticipated revenue is \$356,650, of which \$221,650 shows as revenue to the Building Reserve Fund and \$135,000 shows as revenue to the General Fund. Depositing \$221,650 into the Building Reserve Fund is consistent with the Board's intent at the time the Budget was adopted.	
Increase in the beginning fund balance	\$39,725
Increase in revenue: interest earned	\$156
Increase in revenue: from sale of Pleasant Ave. property	\$1,650
Net Increase in Building Reserve Fund Resources	\$41,531
Reduction in expenses: capital outlay.	(\$239,277)
Reduction in expenses: materials and services	(\$9,880)
Increase in expenses: property title insurance and recording fees	\$1,650
Increase in expenses: debt service to make farm loan payments and pay off farm loan	\$245,535
Increase in unappropriated reserves for future expenditure	\$43,503
Net Increase in Building Reserve Fund Requirements	\$41,531