



AGENDA MEMO (Personnel and Finance Committee)

Needs Legal Review: No
Committee Meeting Date: February 22, 2021
Agenda Item: 2021 Budget Amendment No. 1
Presented By : Jan Brending, Clerk Treasurer and Marla Keethler, Mayor

Action Required

Recommendation of budget amendment to the city council

Explanation of Issue

Attached is Amendment No., 1 for the 2021 Budget. Changes are as follows:

Beginning Balances

All beginning balances are changed to reflect the actual beginning balances.

Ending Balances

All ending balances are changed based on any changes to beginning balances, revenues, and expenditures.

001 Current Expense

Page 1, Taxes, Property Taxes is increased by \$5,446 based on Klickitat County 2021 levy amount.

Page 2, Charges for Goods and Services: Finance Admin Fees (Overhead) is changed due to changes in expenditures in Current Expense, Street, Water and Wastewater Funds.

Page 2, Charges for Goods and Services, Legislative Admin Fees (Overhead) is changed to reflect the actual 2020 legislative overhead costs. The original budget was based on 2019 costs.

Page 5, Finance, Contractual Services is increased by \$14,000 to provide funding for bias training for city council members, planning commissioners, and staff.

Page 8, Community Services, Contractual Services is increased by \$75,000 to hire a consulting firm to develop options for developing a multi-use community center on city-owned property across from Whitson Elementary.

Page 8, Planning & Community Development, Comprehensive Plan Update is increased by \$10,517 based on contract amendment and carryover from 2020.

Page 8, Planning & Community Development Critical Areas Ordinance Update is increased by \$28,110 based on contract amendment and carryover from 2020.

Page 9, Park Facilities, Contractual Services is increased by 475,000 to provide funding for updating the city's park plan in order to apply for grant funding and establish capital improvement projects and priorities.

Page 10, Interfund Transfers, Transfer to Street is increased by \$45,000 to provide additional funding for development of a Transportation Plan.

Page 11, Law Enforcement, Police-Other Infrastructure is increased by \$4,472 for carryover of retainage to be paid on the police department concrete work project.

Page 12, Fire, Additional Disability Insurance is increased by \$15,000 to provide additional disability insurance to volunteer firefighters.

101 Street Fund

Page 14, Taxes, Property Taxes is increased by \$3,631 based on Klickitat County 2021 levy amount.

Page 15, Interfund Transfers, Transfer From Current Expense is increased by \$45,000 to provide additional funding for Transportation Plan.

Page 16, Streets-Maintenance, Contractual Transportation Plan is increased by \$45,000 based on estimated from consulting firm in 2020 to complete a Transportation Plan for the city.

Page 16, Streets-Maintenance, Leg Fee to CE Fund is decreased by \$1,588 based on using 2020 actual legislative overhead costs instead of 2019 costs.

Page 16, Streets-Maintenance, Finance Fee to CE is increased by \$91 based on changes in expenditures in current expense, street, water and wastewater funds.

Page 17, Capital Expenditures, Machinery and Equipment is increased by \$27,303 for 1/3 of the cost of a new replacement public works truck.

Page 17, Capital Expenditures, 2019 Skagit Street is increased by \$11,500 to cover retainage of \$2,838 and possible pending change order. Carryover from 2019 and 2020.

401 Water Fund

Page 36, Intergovernmental Revenues – DOE WS Feasibility Grant is increased by \$250,000 carried over from 2020.

Page 36, Intergovernmental Revenues – Yakama Nation WS Feasibility Grant is increased by \$20,000 carried over from 2020.

Page 36, Other Financing Sources, PWB Loan 14 Inch Main Line is increased by \$150,000 carried over from 2020.

Page 37, Water Utilities, WS River Study is increased by \$15,556 carried over from 2020.

Page 37, Water Utilities, Legis Fee to CE is increased by \$478 based on using 2020 actual legislative overhead costs instead of 2019 costs.

Page 37, Water Utilities, Finance Fee to CE is increased by \$1,636 based on changes to expenditures in current expense, street, water and wastewater funds.

Page 38, Water Utilities, 14 Inch Water Main is increased by \$61,230 based on carryover from 2020.

Page 39, Capital Expenditures, Vehicles is increased by \$27,303 to provide for 1/3 of the purchase of a new replacement truck for Public Works.

402 Wastewater Collection Fund

Page 43, Sewer, Legis Fee to CE is decreased by \$94 based on using 2020 actual legislative overhead costs instead of 2019.

Page 43, Sewer, Finance Fee to CE is increased by \$2,928 based on changes to expenditures in current expense, street, water, and wastewater funds.

Page 43, Sewer, HR Fee to CE is decreased by \$6 – correction of data entry error in original 2021 budget.

Page 43, Capital Expenditures, Infrastructure Improvements is increased by \$71,329 to provide for the costs of the emergency Vince Street Sewer Main and manhole repair and replacement.

Page 43, Capital Expenditures, Vehicles is increased by \$27,3030 to provide for ½ of the cost to purchase new replacement truck for public works.

408 Water Reserve Fund

Page 45, Water Utilities, Water System Plan is increased by \$90,000 to provide for the costs of updating the city's water system plan (carryover from 2020).

Page 45, Capital Expenditures, SCADA Replacement is decreased by \$25,000, carryover project from 2019 and 2020.

Page 45, Capital Expenditures, Garfield Water Line is increased by \$20,110 to cover engineer's estimate for the project. This amount does not include an option of the bid documents estimated at \$54,840.

417 Treatment Plan Reserve Fund

Page 54, Capital Expenditures, Bingen Wastewater Project is increased by \$117,116 carried over from 2020. Bingen has not billed for any costs yet.

420 USDA Rural Development – Jewett Water Main Project

Page 58 – budget is provided for closing this project out and is carried over from 2020.