

RESOLUTION NO. 14 FOR 1996

A RESOLUTION ESTABLISHING MEASURES TO CORRECT DEFICIENCIES DISCLOSED IN THE 1994-95 AUDIT REPORT.

WHEREAS, the audit report of the City of Sweet Home for the period July 1, 1994 to June 30, 1995 was reviewed by the State of Oregon Audits Division in accordance with the provisions of OARS 297.465; and

WHEREAS, multiple instances of expenditures in excess of related appropriations were reported in The Notes to Combined Financial Statements (page 26); and

WHEREAS, pursuant to OARS 297.466 (2) the Mayor and City Council of the City of Sweet Home have determined the measures necessary and period of time needed to complete them in order to prevent the future recurrence of City expenditures in excess of related appropriations.

NOW, THEREFORE, BE IT RESOLVED THAT:

The following measures have been determined to be necessary by the City Council to prevent the future occurrence of expenditures in excess of related appropriations.


1. The Finance Director will furnish to each department head a summary of the expenditures compared to budget amounts for each month of the fiscal year within 20 days following the end of each month.
2. Each department head must review their comparison of actual expenditures versus budgeted amounts to determine adequacy of remaining budget amounts. Expenditure plans shall be reviewed for possible modifications.
3. The Finance Director and City Manager will review the revenue and expenditure reports for all City funds to determine if revenues are being realized as planned and if expenditures are within appropriations.
4. Monthly reports will be furnished to Council summarizing the revenues and expenditures of each department.
5. These measures are to begin immediately upon adoption of this Resolution to ensure there will be no overexpenditures of appropriations or deficit fund balances at the end of the July 1, 1995 to June 30, 1996 budget year.

PASSED by the City Council and approved by the Mayor this 14th day of May, 1996.



Mayor

ATTEST:



City Manager - Ex Officio City Recorder

Overexpenditures of Appropriations

	Amount	Explanation
GENERAL FUND:		
Municipal Court	\$ 296	auditors adjusted fund for a June bill rec. in July - will be reversed out of 95-96.
Parks Maintenance	\$12,363	auditors adjusted fund to record payment on caretaker bldg at park - will be reversed out of 95-96.
LIBRARY SERIAL LEVY:		
Capital Outlay	\$ 169	purchased a rocker using Children Svc. grant. was not budgeted for.
STREET MAINTENANCE:		
Trans. to O. Funds	\$ 9,184	audit adjustment to pay assessment on city owned property in 12th Ave. LID.
MAINSTREET GRANT:		
Capital Outlay	\$ 5,535	project went over what was budgeted in 94-95. Still in proc.
PUBLIC TRANSIT GRANT:		
Materials & Services	\$ 1,440	revenue & expenses earned and budgeted in 93-94 but received in 94-95. auditor should have reversed back.
12TH AVENUE LID FUND:		
Capital Outlay	\$ 4,072	project went over what was budgeted for 94-95
WATER FUND:		
System Maintenance		
Materials & Services	\$ 361	expenditures went over what was budgeted. Big items: Prof. Services & Operating Supplies

WATER DEV. RESERVE FUND:		
Capital Outlay	\$ 820	drilling services was budgeted in 93-94, not done until 94-95.
SHEA POINT WATERLINE FUND:		
Capital Outlay	\$13,714	audit adjustment for retainage to be paid in 95-96. will be reversed out of 95-96
WASTEWATER FUND:		
Treatment		
Materials & Services	\$34,715	expenditures went over what was budgeted. Big items: Prof. Services & Operating Supplies
CENTRAL SERVICES:		
Materials & Services	\$ 9,755	expenditures went over what was budgeted. Big item: Equip. Operating Supplies
Capital Outlay	\$ 2,780	equipment purchased, not budgeted for.

With the exception of the Library and 12th Avenue LID, all funds had sufficient revenues to cover expenditures. The Library Fund deficit will be taken care of during the 95-96 budget year. The city will have to borrow either internally or externally to cover the 12th Avenue LID Fund deficit as payments slowly come in from property owners involved in the LID.