



**CITY OF BINGEN  
MEMORANDUM**

TO: Betty J. Barnes, Mayor and City Council Members  
FROM: Jan Brending, City Administrator  
DATE: October 1, 2014  
SUBJECT: 2014 Budget Amendments

Attached are the following documents:

- Line Item Budget Amendment
- Budget Amendment Ordinance
- Overhead Cost Allocation Revision (based on budget amendment)

Below is a description of the budget amendments:

**Page 3, General Fund, Interfund Transfers (Overhead Allocations)**

The General Fund receives monies from Street, Water, Sewer and Treatment Fund for overhead costs. These costs are allocated based on each funds O&M budgets.

**Page 5, General Fund, Law Enforcement**

Funding for civil service expenses have been removed. None are anticipated through the end of the year.

Funding for law enforcement expenditures have been reduced based on White Salmon's current budget. I anticipate that we will have a credit when 2014 is reconciled due to the fact that only less 55% of their budget has been spent as of 9/24/2014.

**Page 7, General Fund, Planning & Community Development**

Funding for Professional Services is increased by \$474. The council will review an after-the-fact contract amendment with Bell Design for SEPA review related to the US Autocare project. The SEPA process required an additional review by Bell Design due to changes in the project.

**Page 7, General Fund, Park Facilities**

Funding for Fuel Consumed is increased by \$650. Fuel costs have been higher this year partially due to the fact that all costs associated with the public works shop and general public works equipment is now split four ways between parks, street, water and sewer.

Funding for the purchase of a drinking fountain is added, increasing Small Tools by \$5,753.

**Page 8, General Fund, Ending Balance**

The ending balance is increased by \$5,951. This is mainly due to the slight increase in overhead allocation and the decrease in law enforcement costs.

**Page 11, Street Fund, Interfund Transfers (Overhead Allocation)**

The Street Fund's share of the overhead costs increased \$135 based on changes to the O&M budgets.

**Page 11, Street Fund, Ending Balance**

The ending balance is decreased by \$135.

**Page 24, Water Fund, Interfund Transfers (Overhead Allocation)**

The Water Fund's share of the overhead costs increased by \$268 based on changes to the O&M budgets.

**Page 24, Water Fund, Ending Balance**

The ending balance is decreased by \$268.

**Page 26, Sewer Fund, Interfund Transfers (Overhead Allocation)**

The Sewer Fund's share of the overhead costs increased by \$60 based on changes to the O&M budgets.

**Page 26, Sewer Fund, Ending Balance**

The ending balance is decreased by \$60.

**Page 28, Treatment Plant Fund, Interfund Transfers**

The Treatment Plant Fund's share of the overhead costs increased by \$232 based on changes to the O&M budgets.

Review of payments made by White Salmon to Bingen for its share of the wastewater planning costs determined that a payment made in 2013 was incorrectly allocated to the treatment plant fund when it should be allocated to the Seer construction & Maintenance Fund. A interfund transfer of \$5,328 has been established to correct this mistake. Normally this would be done through a General Ledger adjustment but because of the year cross-over it needs to be done through a transfer.

**Page 28, Treatment Plant Fund, Ending Balance**

The ending balance is decreased by \$5,560.

**Page 35, Water Construction & Maintenance Fund**

Construction on the waterline project will not take place until 2015. This is due to two reasons: a delay in permitting from the Department of Health and a delay in getting easements for the waterline on Lois Lane. There is no penalty in delaying the project until 2015 (by contract we have until 2017 to finish the project).

Funding from our loan is decreased to cover only the contract costs from Gray & Osborne.

Costs associated with professional services is reduced to cover the actual and remaining costs from Gray & Osborne for 2014.

Construction costs are removed from the budget.

Ending cash is adjusted.

**Page 38, Sewer Construction and Maintenance Fund**

An interfund transfer of \$5,328 is added to move funds from the Treatment Plant Fund due to an error in receipting a payment from White Salmon in 2013.

Costs related to the 2014 Dry Creek Sewer Line Construction are added for a total of \$12,520.

Ending balance is decreased by \$7,192.

A more comprehensive review and budget amendment will be conducted towards the end of November/beginning of December.