



MEMORANDUM

Finance Department

**To: Dennis Doyle, Mayor
City Councilors
Budget Committee Members**

From: Patrick O’Claire, Finance Director

Date: November 9, 2020

Subject: Supplemental Budget S-21-1

Enclosed are the documents for Supplemental Budget S-21-1. The Budget Committee Meeting will be held on Monday, November 16, 2020 at 6 p.m. virtually either using Microsoft Teams or Zoom for Government. A separate calendar invitation will be forthcoming.

The City Council will convene immediately following the Budget Committee Meeting to conduct the public hearing and adopt the Supplemental Budget. If you have questions, please email me at poclaire@beavertonoregon.gov or Joanne at jharrington@beavertonoregon.gov.

**CITY OF BEAVERTON
BUDGET COMMITTEE MEETING
SUPPLEMENTAL S-21-1**

NOVEMBER 16, 2020

**6 p.m. virtually either using Microsoft Teams or Zoom for Government
AGENDA**

CHAIR:

1. Convenes the Budget Committee
2. Motion to approve the Budget Committee meeting minutes for April 21, May 11, 14 and 21, 2020
3. Discussion of Supplemental Budget #S-21-1
 - Finance Director Introduction
 - Discuss financial schedules summarizing FY 2019-20's operations and the effect on Beginning Working Capital, and schedule of estimated contingencies at year-end incorporating #S-21-1.
 - Review current year financial information showing the historical fund operations for the General, Street, Building and Library Funds and operating revenues for first four months of this fiscal year covering various revenue streams.
4. Proposed amendments to #S-21-1
5. Chair conducts review of Supplemental Budget using Transmittal Memorandum
6. After discussion has ended:
 - Chair entertains a motion to approve Supplemental Budget #S-21-1 as submitted. After the motion is seconded, the Chair asks for discussion.
 - During discussion, Chair entertains a motion to amend the main motion to approve the amendments to the supplemental budget. The Chair calls for a vote on any amendments
 - The Chair then calls for a vote on the Main motion as amended.
 - After the vote on the Main motion, the Supplemental Budget is forwarded to the Council to convene a Public Hearing and approve the Supplemental Budget.

MAYOR:

- Convenes City Council
- Conducts Public Hearing
- Entertains Motion to approve Supplemental Budget #S-21-1
- Adjourns Council Meeting

CHAIR:

- Any other business before the Budget Committee

ADJOURNMENT

*Accessibility information: This information can be made available in large print or audio recording upon request. Assistive listening devices, sign language interpreters or qualified bilingual interpreters can be made available at any public meeting or program with three business days advance notice. To request these services, contact **Susan Cole, Assistant Finance Director** by calling 503.350.4061 or email scole@beavertonoregon.gov. Use 711 for relay service.*