

POULSBO DISTRIBUTION SCHEDULE

ORDINANCE NO. 2025-11

SUBJECT: 2025 2nd Quarter Budget Amendments

CONFORM AS TO DATES & SIGNATURES

- ☒ Filed with the City Clerk: 06/23/2025
- ☒ Passed by the City Council: 07/02/2025
- ☒ Signature of Mayor
- ☒ Signature of City Clerk
- ☒ Publication: 07/07/2025
- ☒ Effective: 07/12/2025
- ☐ Recorded: _____

DISTRIBUTED COPIES AS FOLLOWS:

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Kati Diehl

Deputy City Clerk

07/03/2025

Date

ORDINANCE NO. 2025-11

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING THE 2025-2026 BIENNIAL BUDGET ADOPTED BY ORDINANCE NO. 2024-19 TO REVISE THE REVENUES AND APPROPRIATIONS REGARDING CERTAIN FUNDS AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.

WHEREAS, on December 18, 2024, the Poulsbo City Council adopted Ordinance No. 2024-19 approving the 2025-2026 Biennial Budget; and amended the 2025-2026 Biennial budget pursuant to Ordinance No. 2025-07;

WHEREAS, following the opportunity for public comment, the Poulsbo City Council has determined that it is in the best interest of the public to amend the 2025-2026 biennial budget to take into account variations in actual revenues and expenditures from those projected at the time of adoption of the 2025-2026 biennial budget;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. Budget Amended. Section 2 of Ordinance No. 2024-19, passed by the City Council on December 18, 2024, and subsequently amended, is hereby further amended by revising the summaries of revenues and appropriations to read as set forth in Exhibit A attached hereto and incorporated herein by this reference as if set forth in full.

Section 2. Duties of Finance Director. The Finance Director is hereby authorized and instructed to make the necessary changes to the 2025-2026 biennial budget and to make all necessary and appropriate line-item entries and adjustments in order to reflect the revisions set forth on Exhibit A hereto.

Section 3. Effective Date. This ordinance shall take effect and be in full force five (5) days after publication of the attached summary which is hereby approved.

APPROVED:

DocuSigned by:

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MAYOR, BECKY ERICKSON

ATTEST/AUTHENTICATED:

DocuSigned by:

D21DA14DCC754A8...
CITY CLERK, RHIANNON FERNANDEZ CMC

APPROVED AS TO FORM:

OFFICE OF CITY ATTORNEY:

Signed by:
BY: 
833D0DC77F3647F...

FILED WITH THE CITY CLERK: 06/23/2025
PASSED BY THE CITY COUNCIL: 07/02/2025
PUBLISHED: 07/07/2025
EFFECTIVE DATE: 07/12/2025 ORDINANCE
NO. 2025-11

SUMMARY OF ORDINANCE NO. 2025-11
of the City of Poulsbo, Washington

On July 2, 2025 the City Council of the City of Poulsbo, Washington, approved Ordinance No. 2025-11, the main point of which may be summarized by its title as follows:

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING THE 2025-2026 BIENNIAL BUDGET ADOPTED BY ORDINANCE NO. 2024-19 TO REVISE THE REVENUES AND APPROPRIATIONS REGARDING CERTAIN FUNDS AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.

The full text of this ordinance will be mailed upon request.

DATED this 2nd day of July, 2025

DocuSigned by:

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CITY CLERK, RHIANNON FERNANDEZ CMC

EXHIBIT A
ORDINANCE NO. 2025-11

CITY OF POULSBORO

Fund Summary
2025-2026 Biennial Budget

FUND	#	Beginning Balance	2025 Revenue	2026 Expenditure	Fund Balance*	2026 Revenue	2026 Expenditure	Fund Balance
General Fund	001	\$ 10,100,871	17,428,497	20,648,275	6,881,093	13,791,802	15,775,889	4,897,006
Total General Fund		10,100,871	17,428,497	20,648,275	6,881,093	13,791,802	15,775,889	4,897,006
City Streets	101	580,663	1,385,885	1,500,849	465,699	1,414,043	1,385,029	494,713
Neighborhood Streets	110	1,207,933	460,000	1,114,610	553,323	340,000	220,000	673,323
Capital Improvement	121	2,735,570	706,000	1,495,000	1,946,570	706,000	1,150,000	1,502,570
Trans Development	123	1,935,913	490,000	1,831,884	594,029	100,500	840,000	(145,471)
Park Development	124	720,331	102,000	290,500	531,831	1,000	165,000	367,831
Affordable Housing	125	1,204,794	675,000	683,470	1,196,324	2,935,000	2,676,103	1,455,221
Historic Dwntrn Poulsbo	131	85,621	105,000	135,400	55,221	90,350	111,900	33,671
Path and Trail Reserve	161	27,173	501,110	500,000	28,283	1,061	-	29,344
Drug Enforcement	171	30,860	750	15,150	16,460	150	3,000	13,610
Transient Occup Tax	181	652,448	379,000	641,350	390,098	205,500	269,535	326,063
Police Restricted Funds	191	221,900	33,964	17,590	238,274	32,540	13,580	257,234
Total Special Revenue Funds		9,403,206	4,838,709	8,225,803	6,016,112	5,826,144	6,834,147	5,008,109
Non-Voted Gen Oblig	204	10,101	2,543,213	2,543,064	10,250	1,184,488	1,183,720	11,018
Total Debt Service Funds		10,101	2,543,213	2,543,064	10,250	1,184,488	1,183,720	11,018
Equipment Acquisition	301	370,404	619,895	247,072	743,227	150,895	150,000	744,122
Park Reserve	302	370,633	1,480,146	1,740,772	110,007	5,494,500	5,705,800	(101,293)
Neighborhood Streets	310	0	80,000	80,000	0	0	0	0
Street Reserve	311	823,591	11,355,289	11,561,710	617,170	6,952,000	6,888,500	680,670
Cemetery Reserve	314	55,116	2,200	-	57,316	7,100	-	64,416
Facilities Fund	331	2,116,288	16,820,642	17,265,098	1,671,832	27,500	200,000	1,499,332
Total Capital Project Funds		3,736,032	30,358,172	30,894,652	3,199,552	12,631,995	12,944,300	2,887,247
Water System	401	8,648,956	3,437,747	7,406,529	4,680,174	3,014,954	5,730,173	1,964,955
Sewer System	403	15,849,527	10,103,045	21,510,061	5,838,671	7,876,692	13,043,340	672,023
Solid Waste System	404	1,808,076	3,887,463	4,485,559	1,209,980	3,485,667	3,963,953	731,694
Storm Drain System	410	4,098,541	3,927,672	4,275,775	3,750,438	3,460,152	3,971,617	3,238,973
Total Enterprise Funds		30,405,100	21,355,927	37,677,924	15,479,263	17,837,465	26,709,083	6,607,645
Total All Funds		53,655,310	76,524,518	99,989,718	31,586,270	51,271,894	63,447,139	19,411,025
TOTALS		53,655,310	76,524,518	99,989,718	31,586,270	51,271,894	63,447,139	19,411,025

*Beginning balances are adjusted to actual figures from the carryover amendment.

City of Poulsbo

Deborah Booher, Assistant City Administrator



July 1, 2025

To: Mayor Erickson
City Council Members

RE: Budget Amendments for 2nd Quarter 2025

The Budget Ordinance for all budget amendments approved in the 2nd Quarter of 2025 is being presented for your approval.

Below is a summary of those amendments which were approved by the City Council in the 2nd Quarter and incorporated into the ordinance.

Budget Amendment Number	Budget Amendment Description	Budget Amendment Amount	Funding Source
BA25-0106	Police – Sig Sauer Replacement	9,100	General Fund – Surplus Sales & Reserves
BA25-0107	Police – Traffic Safety Equipment Grant	6,263	Washington Association of Sheriffs and Police Chiefs (WASPC) Grant
BA25-0201	Information Services – Council Chambers room control hardware	15,606	Public, Educational & Government Fees (PEG)
BA25-0202	Human Resources - NeoGov Software	18,500	General Fund – Reserves
BA25-0203	Police – Two new vehicles	160,000	General Fund – Reserves
BA25-0204	Sewer - Lindvig Pump Station Upgrade	135,000	Sewer - Reserves
BA25-0205	HHH – Office Space wall and soundproofing	7,576	Affordable Housing Fund – Reserves
BA25-0206	HHH – RRC and Recovery Café funding	38,662.66	Health Care Authority Grant
BA25-0207	Finance – Replacement Printer Contract	2000	General Fund - Reserves

BA25-0208	Finance – Carryover/2025 Beginning Fund Balances	N/A	All Funds
BA25-0209	Parks Facilities – Property Acquisition	860,000	General Fund - Reserves