

CITY OF CANYONVILLE



ADOPTED BUDGET 2018-2019

CITY OF CANYONVILLE
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CITY OF CANYONVILLE
DIRECTORY OF CITY OFFICIALS & EMPLOYEES
FISCAL YEAR 2018-2019

CITY COUNCIL MEMBERS

Jake Young, Mayor	(12-31-2018)
Frank Braudt, Council President	(12-31-2020)
Judy Coleman, Councilor	(12-31-2020)
Louise Barton, Councilor	(12-31-2020)
Michael Boye ² , Councilor	(12-31-2018)
Rusty Young, Councilor	(12-31-2018)
Buddy Kovachy, Councilor	(12-31-2018)

ADMINISTRATIVE STAFF

Janelle Evans - Budget Officer/City Administrator/Recorder
Dawn Bennett – Finance Deputy Recorder
Nancy Walker - Administrative Assistant

PUBLIC WORKS STAFF

Robin Siegrist - Public Works & Waste Water Treatment Lead
Matt Giles - Water Treatment Operator
Eryn McNeil - Waste Water Treatment Operator
Jeremy Mayfield - Utility Worker

BUDGET COMMITTEE MEMBERS IN ADDITION TO THE COUNCIL

Dana Bryd	(Term ends 12-31-2020)
Brandi Gross	(Term ends 12-31-2020)
Peggy Keith	(Term ends 12-31-2019)
Debra Hopkins	(Term ends 12-31-2019)
Christine Morgan	(Term ends 12-31-2018)
Linda Joyce	(Term ends 12-31-2018)
Marilyn Loomis	(Term ends 12-31-2018)

COMISSIONS AND ADVISORY BOARDS

PLANNING COMMISSION

John Emory, Chairman
Debbie Hopkins, Vice-Chairperson
Dave Hill
Henry Butler
Doug Sales
Misty Boyè
Dana Ravera

PARK BOARD

	(SU Historical Society)
Joan Barnes	(SU Historical Society)
Gloria McGinnis	(SU Historical Society)
Bob Matthews	(Lions Club)
Doug Sales	(Lions Club)
Brian Schenkle	(Lions Club)
Jake Young	(Mayor)
Robin Siegrist	(Public Works Lead)

SOUTH COUNTY COMMUNITY CENTER (YMCA) ADVISORY BOARD

Frank Braudt, Councilor
Max Roberts
Maggie Junkins
Clarice Dennison
Lynn Herbert
Gloria McGinnis
Dave Gianotti
Marisa Fink (Staff)
Christine Turvey (Staff)

BUDGET OFFICER'S MESSAGE 2018-19 FISCAL YEAR

City of Canyonville Budget Committee

The attached 2018-2019 Proposed Budget document reflects many hours of preparation and is a collaborative effort between all staff and management. I would like to thank everyone who assisted me with putting together this budget.

Prior to each fund is an overview of the fund and a detailed summary of the fund budget. The Budget Message will cover the significant changes in the budget.

The budget is hereby submitted to the Budget Committee for your approval and recommendation to the City Council for adoption. This process is outlined in Oregon Budget Law and this evening the public segment of this process begins. I ask for your thoughtful review and consideration of this plan, which outlines my proposals for the expenditure of the municipal corporation's taxes and other revenues from July 1, 2018 to June 30, 2019. As required by Oregon Budget Law, this Proposed Budget balances resources with expenditures.

The 2018-2019 Proposed City Budget is **\$18,411,323.00** which is \$582,310.00 more than the 2017-2018 adopted City Budget. The increase in the total budget is due primarily to the accumulation of funds in the Sewer Capital Improvement fund.

The Proposed Property Tax Levy for 2018-2019 is based on our permanent tax rate of \$3.2303 per thousand of assessed property value. The City's total assessed value has remained constant over the past five years increasing only 1.3% per year. It is important to note when reviewing the history of the taxable property values for the City of Canyonville that the assessed value of \$86,305,682.00 is \$11,974,862.00 less than the Measure 5 real market value.

The proposed budget represents a continuation of programs, services, and Council policies. All revenue has been estimated conservatively, expenditures have been based on actual needs and prior history. Outlined below are the major features of next year's Proposed Budget:

I. GENERAL COMMENTS: Changes common to most funds and departments.

1. PERSONNEL SERVICES:

The City employees joined the International Brotherhood of Electrical Workers Local Union No. 659 during fiscal year 2010-11. A contract between the City and Union was negotiated and approved by the Council at the May 18, 2016 meeting. The union contract is a three-year contract which expires on June 30, 2019. This budget reflects the results of the union contract so the Personnel Services for each fund are set and cannot be changed.

The agreed upon contract establishes the following benefits and salaries:

- a) **Medical Health Insurance:** The City converted to a High Deductible Health Savings Plan in January 2011. The Plan has a \$1,500.00 deductible for one person and a \$3,000.00 deductible for plans with 2 or more people. The premium for the Health Savings Plan increased

9% this fiscal year. However, even with the increase it continues to save the City approximately \$35,000.00. The employees pay 5% of the monthly medical premium.

- b) **Dental and Vision Insurance:** The dental insurance rate stayed the same as this year and the vision increased by 4%. The City still provides the Insurance and pays 100% of the premium.
- c) **PERS Retirement:** All full-time City employees receive PERS and the City picks up the employee's contribution. PERS is staying the same as this year.
- d) **Salary Increases:** The union contract provides for a 1 ½% cost of living increase beginning July 1, 2018.

2. CONTINGENCIES - COMPARED TO PREVIOUS YEARS:

	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
GENERAL	\$192,850	\$168,905	\$155,285	\$162,427	\$123,805
STREET	\$ 70,845	\$ 70,893	\$ 78,080	\$ 56,430	\$ 52,167
WATER	\$ 46,890	\$ 58,631	\$ 68,780	\$ 65,000	\$60,996
SEWER	\$ 45,890	\$ 41,930	\$ 40,810	\$ 35,700	\$32,650

NOTE: Street, Sewer and Water contingencies were decreased this year due to increases made to expenditures through the budget process.

II. SPECIFIC FUNDS OR DEPARTMENT:

GENERAL FUND (01)

Revenues:

The revenue for the general fund has declined slightly (\$5,700.00) this fiscal year. This is basically due to a drop in the Municipal Court Revenue.

Expenses:

PERSONNEL:

A full-time summer worker has been budgeted for this fiscal year since the City is short on staffing due to the retirement of Mark Wilson.

MATERIALS & SERVICES:

Most of the departments within the General Fund have either decreased or stayed the same. The only significant changes are the following:

- Department (10) Administration: The Douglas County Sheriff's contract has increased \$4,700.00 from last year's budget as per the agreement.
- Department (10) Administration: Technology increased by \$5,000.00 due to the City having difficulty with the computer system and will have to upgrade the server.

TRANSFERS:

Money is being transferred from General Fund to the Building Facility Reserve Fund. No specific project has been identified for this fiscal year.

Last year we added a special line item to transfer money to equipment replacement for the parks department. The park mower is beginning to break down and will need to be replaced in the future. These mowers are very expensive to replace so we need to begin to save money for the future replacement.

This year a specific line item for the park has been added to the facility reserve to set aside money specifically for the park buildings.

STREET FUND (02)

Revenues:

The total anticipated revenues for the Street Fund has increased primarily due to an increase in the beginning fund balance. The street department has been saving money for the past five years to be able to complete a larger project with the Small City Allotment money. The revenues from the state remain consistent in the street fund; however, they are inadequate for the needs of the streets.

Expenses:

MATERIALS & SERVICES:

Some changes have been made to move money from one-line item to another but the overall total has only increased \$463.00. We try not to increase the expenses in this fund so that we can save money for paving.

CAPITAL OUTLAY:

The City relies heavily upon being awarded a Small City Allotment (SCA) Grant from Oregon Department of Transportation for paving projects. The City receives an award approximately every two years. The City received notice that we have been awarded a grant for \$50,000.00 this year for the Pine Street Project. The estimated cost of the project is \$101,200.00 so the City will be spending about \$52,000.00 of the paving money this year.

TRANSFERS:

The City is required by State Statute to set aside 1% of the Motor Vehicle Revenues in a separate fund to be expended on footpaths and bicycle trails. Based on the anticipated revenues for this fiscal year a total of \$1,100.00 is being transferred to Fund #17.

The City has begun the practice of setting aside money for the replacement of equipment in the Equipment Reserve Fund. Due to the limited funds in the street department it is often difficult to purchase equipment. The City purchased a new sweeper for the street department last fiscal year utilizing \$75,000.00 of the money that has been saved and taking out a loan for the remainder of the purchase price. The annual loan payment will be \$9,000.00 which will be paid from the capital reserve fund. This year \$30,000.00 is being transferred to cover the loan payment and begin saving for the replacement of the Kubota lawn tractor.

WATER FUND (06)

Revenues:

No new rate increase is proposed for this fiscal year.

It appears that the revenue generated by the new rate structure is adequate to cover the operating expenses for the water department. The revenue has increased slightly for this fiscal year based on prior year's history. However, it does not generate much additional money that can be placed in reserves. No water line replacements have been done since 2010.

The water treatment plant is almost 40 years old and will need to be upgraded soon. The City needs to begin to save money in the reserve accounts for this future upgrade. A water facility plan was completed and approved by the Council which will assist the City with identifying and prioritization of future improvements.

Expenses:

PERSONEL SERVICES:

A temporary worker has been added to the water fund since the City will be short an employee until someone is hired to replace Mark Wilson.

MATERIALS AND SERVICES:

Materials and Services have increased by \$13,739.00 due to a large projected increase (\$11,000.00) in the contract for the Direct Responsible Charge (DRC) for the water. The DRC will also be responsible for the distribution certification since Mark Wilson retired. The other increases include vehicle maintenance, replacement water meters and increase in water sampling.

TRANSFERS:

A total of \$75,000.00 is being transferred to the Capital accounts.

CAPITAL OUTLAY:

The City has an agreement with Douglas County that we will make a payment on the Dam loan based on the current population each year. This year's payment is based on the new certified population of 1925.

A new line item has been added for small equipment replacement. This line item will make it easier to track the replacement of items under \$1,000.00

No water line replacement projects are planned for this fiscal year. However, \$10,000.00 has been budgeted in case of an emergency.

CONTINGENCY:

Contingency is for unexpected expenses or emergencies. Normally this money does not get spent and is rolled over from year to year.

SEWER FUND (07)

Revenues:

The City is under a mandate from the Department of Environmental Quality (DEQ) to bring the City's Wastewater Plant into compliance with the operating permit. A revised master plan was completed and approved by DEQ which will allow the City to change the wastewater treatment process to a membrane bio reactor. This change has reduced the cost of the original plan by \$3 million dollars and will allow the City to complete the upgrade in 2 phases instead of 4 phases. Phase 1 of the upgrade was funded 100% by grants. Phase 2 which is estimated to cost \$11,289,000.00 will be funded with approximately 50% grant and 50% loans.

<u>Phase 2</u>	<u>grant</u>	<u>loan</u>
Infra Structure Financing	\$800,000.00	
Infra Structure Financing loan terms 1.36% interest for 25 years		\$ 1,000,000.00
USDA Rural Development loan 2.13% for 40 years		\$ 6,540,000.00
USDA grant	\$2,530,000.00	
City's contribution	<u>\$ 419,000.00</u>	
Total	\$3,749,000.00	<u>\$7,540,000.00</u>

Based on the results of the Sewer rate study completed by Donovan Enterprises the City adopted Resolution 804 which established a 5-year rate increase plan.

However, Council elected not to initiate the last rate increase since the City received more grant money than anticipated and the equipment bid came in lower than estimated.

The total Revenue figure of \$1,035,400.00 includes the beginning fund balance of \$190,000.00 which includes the fund balance reserve. The City will make its final payment to Department of Environmental Quality (DEQ) this fiscal year, so the reserve is no longer required.

Expenses:

PERSONNEL SERVICES:

Personnel Services has stayed the same as last year.

MATERIALS AND SERVICES:

Materials and Services have increased significantly (\$28,950.00) this budget year. The cost of water for the head works continues to increase significantly each year. There was a big water break at the plant which may have contributed to the large amount of water used last fiscal year. However, to be safe we have increased that line item by \$5,000.00. Heard Farms has hauled the sewer sludge for the City which saves significant man power and time. They raised their fee last year and this line item was under budgeted by \$5,000.00. Consulting services has also been added to this fund to pay for a Direct Responsible Charge for the sewer. The City has until May 31, 2018 to contract with an individual or city. The going rate appears to be \$1,200.00 per month.

TRANSFERS:

This year the funds transferred to the Capital Reserve Account is the same as last year since there was no sewer rate increase this year.

CAPITAL OUTLAY:

A new line item has been added for small equipment replacement. This line item will make it easier to track the replacement of items under \$1,000.00

CONTINGENCY:

Contingency is for unexpected expenses or emergencies. Normally this money does not get spent and is rolled over from year to year.

DEBT SERVICE:

The City will make its last payment on SRF loan #R20590 this fiscal year 2018-2019. Therefore, a debt reserve is no longer required.

EQUIPMENT REPLACEMENT FUND (08)

Most of the City's equipment is old and outdated. With the limited revenue available for the replacement of equipment it is advisable to begin saving for larger purchases. Each of these equipment line items will be added to each year until sufficient revenue is available to replace equipment. Specific projects are listed within the fund budget summary.

DAM BOND FUND (16)

The City paid off the Dam Bond last fiscal year so no taxes will be levied for the bond payment.

SYSTEM DEVELOPMENT FEES (20 & 21)

The City completed and adopted an updated systems development report which re-evaluated the current systems development fees based on the new water and sewer facility plans. The cost for a single-family residence increased to \$3,946.00 for water and \$5,394.00 for sewer.

CAPITAL RESERVE FUNDS (26 & 27)

Capital Reserve Funds have been established for water and sewer. Both utilities have large capital projects which need to be completed in the future. These accounts allow the City to accumulate money for large capital projects. Each year as much revenue as possible is transferred from the operating accounts to the Capital Reserve Fund.

FACILITY RESERVE FUND (30)

Most of the City's facilities are old and in need of maintenance. With the limited revenue, it may take several years to have sufficient funds for a project.

The money left over from the YMCA roofing and paving projects was transferred to the YMCA reserve fund # 24 last fiscal year. Any repairs for the YMCA will be budgeted out of the YMCA reserve account.

IFA LOAN FUND (33)

The City has secured a grant/loan from Infra Structure Financing in the amount of \$1,800,000.00 for Phase 2 of the sewer upgrade. The package consists of a grant for \$800,000.00 and a loan for \$1,000,000.00. The terms of the loan are 1.36% interest for 25 years.

RURAL DEVELOPMENT LOAN FUND (34)

The City has obtained an awesome funding package from Rural Development and has received the following funding:

Rural Development Loan	\$6,540,000.00
Rural Development Grant	\$2,530,000.00

Total \$9,070,000.00

Rural Development will not reimburse the City for the construction of the new facility until it is completed. The City has obtained an interim loan from the Department of Environmental Quality (DEQ) for the construction. Upon completion of the construction the interim loan will be paid with the money from Rural Development.

III. ACTIONS REQUESTED:

Approval of the Budget and Tax Rate: Following your review and/or amendment, the Budget Committee is expected to "Approve the Budget" in the amount of **\$18,411,323.00** and forward the "Approved Budget" to the Council and recommend a tax rate to be imposed. The Permanent Tax rate for the City of Canyonville is \$3.2303 per \$1,000.00 Assessed Value. You are not permitted to increase this rate, only reduce it.

Upon your action to approve, a hearing on the budget before the City Council will be scheduled; notice of the hearing and a summary of the approved budget must be published in advance of the hearing date. The Council must conduct its hearing and adopt a budget by June 30 2018.

I look forward to your questions and discussion of this proposed budget.

Janelle Evans

City Administrator/Recorder and Budget Officer

CITY OF CANYONVILLE

FUND DIRECTORY



GENERAL FUND 01



STREET FUND 02



WATER FUND 06



SEWER FUND 07



EQUIPMENT
REPLACEMENT 08



DAM BOND & INTEREST
16



BIKEWAY/FOOTPATH 17



WATER SYSTEM
DEVELOPMENT 20

CITY OF CANYONVILLE FUND DIRECTORY



WASTE WATER SYSTEM
DEVELOPMENT 21



SOUTH COUNTY
COMMUNITY CENTER 24



CAPITAL RESERVE
WATER 26



CAPITAL RESERVE
WASTE-WATER 27



O'SHEA CREEK
TIMBER 29



FACILITY RESERVE 30



CDBG FUND 32
PHASE I CONSTRUCTION

CITY OF CANYONVILLE

FUND DIRECTORY



IFA FUND 33

PHASE 2 CONSTRUCTION



RURAL DEVELOPMENT FUND 34

PHASE 2 CONSTRUCTION



CANYON CREEK RESTORATION

FUND 36

CITY OF CANYONVILLE GENERAL FUND 01

MAJOR GOVERNMENTAL FUND



GENERAL FUND ADMINISTRATION (1.35 FTE)

Janelle Evans – City Administrator/Recorder (.65 FTE)

Dawn Bennett – Finance Deputy Recorder (.35 FTE)

Nancy Walker – Administrative Assistant (.35 FTE)



GENERAL FUND DEPARTMENTS

General Fund Revenues

Administration (Department 10)

City/County Library (Department 11)

Pioneer Park (Department 14)

Community Projects (Department 16)

Public Officials (Department 17)

Municipal Court (Department 40)

Planning & Community Development (Department 50)

Auxiliary Support Services (Department 60)

MAJOR GOVERNMENTAL FUND - Accounts for the financial operations of the city not accounted for in any other fund. Principal sources of revenue are property taxes, licenses and permits, state and county shared revenue, and charges for administrative services from other funds. Primary expenditures are for culture and recreation, general government, police protection, and transfers to other funds.

CITY OF CANYONVILLE
GENERAL FUND 01

RESOURCES

TAXES:

1. Current Year Property Taxes - are levied each year at the permanent tax rate of 3.2303 per \$1000 of assessed value.
2. Previous Levied Taxes –are taxes that were not paid in the correct year and when collected are paid to the city.

FRANCHISE FEES:

Charges that are paid for use of the municipally owned right-of-way:

1. Garbage is on an agreement to provide services to City Hall, Water Plant and Sewer Plant in exchange for franchise fees. No monies are appropriated in the budget for this item (DD-119).
2. Cable TV is 5% of annual gross receipts within the City limits (DD-23).
3. Electricity is 5% of gross revenues (DD-142).
4. Natural Gas is 5% of gross revenues (DD-127).
5. Telephone is 7% of gross revenues (DD-114).
6. Water is 5% of Water Collections (Ordinance No. 587).
7. Sewer is 5% of Sewer Collections (Ordinance No. 587).
8. Fiber Optics is 5% of gross revenues (Ordinance 614).

LICENSES FEES & PERMITS:

1. Business Licenses – This consists of all current business license revenue generated by the City’s approximate 105 businesses @ \$50 per business annually.
2. Municipal Court Fines – We receive these from the municipal court for fines paid and must distribute the required portions to the State and to the County. The city retains 43% of the revenue generated from the fines.
3. Admin Fee/Public Works - Interdepartmental Charges that are paid back to the General Fund for services provided to other funds that are not reimbursed (Audit, budget, legal etc.).
5. Planning Admin Fees, are fees collected from the developer for City staff time to process land use applications.
6. Planning Review Fees and Engineering Review Fees are fees collected from developers to pay for any consulting services required by the development. This is a pass-through account to the consultants and the City does not retain any of this revenue.
7. Permit/Fee Charges for Service – Copies (library/city hall), faxes, and notary fees, etc.
8. Park Rent – A pass thru account for Park deposits and refunds.

STATE SHARED REVENUES:

1. Cigarette Tax – The distribution is on a per capita basis. Cities may use their share for general government services without restrictions.
2. Liquor Tax - The distribution is on a per capita basis and two separate distributions are received. State Revenue Sharing and the Liquor Tax which can be used for general government services.
3. 911 Telephone Tax – In the past this was a pass through from the state to Canyonville South Umpqua Fire Department. The state is now paying directly to the Fire District.

NET WORKING CAPITAL:

Beginning Fund Balance – This provides cash flow for City operations until property tax revenues are received.

MISCELLANEOUS:

1. Interest Earned – Investment Pool interest is calculated and distributed to all funds proportionately.
2. Rental Income –
 - We have a contract with Viacom that pays \$1,750.00 a year to provide a sign board along the freeway that they rent out (DD-6).
 - The YMCA currently pays \$1 a year for the use of the South County Community Center. The YMCA also pays \$1,000 a year (starting 2008) in repair costs, which is kept in a separate Fund No. 24 entitled South County Community Center, to pay for repairs to the building as indicated in the contract (DD-163).

BUDGET SUMMARY FOR GENERAL FUND REVENUE

REVENUE: **Total \$726,500.00**

Property taxes 01-00-43000: The City's revenue from property tax remains relatively the same each year. There does not appear to be an increase in the delinquent tax rate for the City.

Fiber Optic Franchise 01-00-43035: Douglas Services Inc. installed fiber optics to governmental units within Canyonville. The amount of revenue generated by this franchise is growing slightly as they add customers other than governmental agencies.

Franchise Revenues: The revenues are based on franchise agreements that have been negotiated between the City and the utility. The revenues are projected to be the same as last year with the following exception:

- Telephone Franchise—This revenue has been steadily decreasing due to the number of people using only cell phones.

Municipal Court fines 01-00-44500: The revenue from court fines has been decreasing the last few years. Based on actual revenue received this fiscal year the income has been decreased by \$6,000.00.

State Revenue Sharing 01-01-44810: is determined by the state based on the City's last certified population which is 1925.

Planning Review and Engineering Review: These fees are a pass through to the applicants and paid to the appropriate contracted party.

Planning Grant: The City receives a small \$1,000.00 planning grant from the Department of Land Conservation and Development every two years. The City received a grant in fiscal year 2017-18 so we will not receive another award until fiscal year 2019-20.

The Revenue for the entire General Fund has decreased \$5,700.00 from last fiscal year's estimates.

General Ledger

Budget Analysis

User: bookkeeper
 Printed: 06/28/2018 - 11:34AM
 Fiscal Year: 2019



2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
407,403	408,233	300,000.00	403,700.00	01 RI 41000	GENERAL FUND REVENUES Beginning Fund Balance	0.00	300,000.00	300,000.00	300,000.00	300,000.00
264,563	257,021	230,000.00	268,000.00	43000	Current Property Taxes	0.00	230,000.00	230,000.00	230,000.00	230,000.00
8,452	7,318	5,000.00	7,000.00	43010	Prev Levied Taxes	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0	372	0.00	0.00	43015	Land Sales Dist.	0.00	0.00	0.00	0.00	0.00
6,919	7,309	5,500.00	7,000.00	43030	Cable TV Franchise	0.00	5,500.00	5,500.00	5,500.00	5,500.00
417	1,438	800.00	3,000.00	43035	Fiber Optics Franchise	0.00	1,500.00	1,500.00	1,500.00	1,500.00
67,013	68,831	60,000.00	60,000.00	43040	Electric Franchise	0.00	60,000.00	60,000.00	60,000.00	60,000.00
16,674	15,394	8,000.00	11,000.00	43050	Gas Franchise	0.00	8,000.00	8,000.00	8,000.00	8,000.00
5,868	5,264	5,000.00	5,000.00	43060	Telephone Franchise	0.00	5,000.00	5,000.00	5,000.00	5,000.00
15,000	15,000	15,000.00	15,000.00	43070	Water Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00
15,000	15,000	15,000.00	15,000.00	43075	Sewer Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00
4,125	4,800	3,500.00	3,500.00	44010	Business Licenses	0.00	3,500.00	3,500.00	3,500.00	3,500.00
17,114	16,481	15,000.00	9,000.00	44500	Municipal Court Fines	0.00	9,000.00	9,000.00	9,000.00	9,000.00
14,722	24,141	15,000.00	20,000.00	44810	State Revenue Sharing	0.00	15,000.00	15,000.00	15,000.00	15,000.00

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,937	2,803	2,300.00	2,500.00	44850	Cigarette Taxes	0.00	2,300.00	2,300.00	2,300.00	2,300.00
2,382	4,578	1,800.00	3,500.00	45000	Interest Earned	0.00	2,500.00	2,500.00	2,500.00	2,500.00
1,751	1,751	1,750.00	1,751.00	45110	Rental Income	0.00	1,750.00	1,750.00	1,750.00	1,750.00
9,123	54	300.00	800.00	49400	Miscellaneous Receipts	0.00	300.00	300.00	300.00	300.00
5	0	50.00	5.00	49451	Donations	0.00	50.00	50.00	50.00	50.00
15,000	15,000	15,000.00	15,000.00	49600	**Admin Fee/Public Works	0.00	15,000.00	15,000.00	15,000.00	15,000.00
27,589	28,854	22,000.00	28,000.00	49610	Liquor Taxes	0.00	22,000.00	22,000.00	22,000.00	22,000.00
1,000	0	1,000.00	1,000.00	49640	DCLD Planning Grant	0.00	0.00	0.00	0.00	0.00
575	1,435	1,000.00	1,000.00	49650	**Planning Admin Fees	0.00	1,000.00	1,000.00	1,000.00	1,000.00
1,685	0	5,000.00	0.00	49652	**Planning Consultant Fees	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,599	0	3,000.00	0.00	49654	**Engineering Consultant Fees	0.00	3,000.00	3,000.00	3,000.00	3,000.00
439	479	500.00	450.00	49656	Permit/Fee Charges for Service	0.00	400.00	400.00	400.00	400.00
1,435	700	700.00	700.00	49661	**Park Rent	0.00	700.00	700.00	700.00	700.00
907,790	902,254	732,200	881,906		REVENUES Totals:	0.00	726,500	726,500	726,500	726,500
907,790	902,254	732,200	881,906		REVENUES TOTALS:	0.00	726,500	726,500	726,500	726,500

CITY OF CANYONVILLE
GENERAL FUND 01

ADMINISTRATION DEPARTMENT (10)

CURRENT OPERATIONS:

The Administrative Department is in charge of all administrative functions and supports all other funds.

PERSONNEL SERVICES:

1. Administrator/Recorder (0.65) is charged with the primary administrative functions of the City and oversees all administrative operations, including but not limited to: Budget development and financial planning; enforcement of the City Charter, Canyonville Municipal Code, and operating rules of the City; management and retention of all City records, leases, contracts and agreements, legal and public notices, elections, business registrations, special permits and licenses; distribution and handling of all bids; process ordinances and resolutions; serve as clerk of the City Council; planning, grant administration, management discussion and analysis for the annual audit; formulation and administration of personnel rules, employee training; current and long-range land use planning functions, processing of all land use planning applications, development and maintenance of the comprehensive plan, land use and development ordinances, all building pre-application reviews, which includes the review of all development proposals. This person works closely with the Council, Planning Commission, and the City Engineer.

In addition to the City Administrator/Recorder 0.85 positions are budgeted in this department.

2. Finance Deputy Recorder (0.35) is responsible for minutes, publications, notices; acts as Council, Planning Commission, and Budget Committee secretary; meter change outs, turn offs and on for water and sewer utility accounts; water/sewer deposits, refunds, and final billings. In addition to the administrative responsibilities mentioned, the Finance Deputy Recorder is responsible for accounting, payroll, accounts payable, financial analysis, financial reporting, timely and accurate financial information. This person acts as the City's Human Resources Director, is responsible for workers compensation claims, program oversight and risk management. Maintains city web site and covers at the front desk when administrative assistant is away from the desk.

3. Administrative Assistant (0.35) provides high-level support services to this and all departments, operates the central switchboard and information center for City Hall, visitor support, management of Council room and park rentals, and planning research. The main area of responsibility is the water and sewer utilities, meter reads, including billing, collections and bank deposits.

4. Utility Worker (0.15) Maintenance of the park is funded from the General Fund. Last year the City hired a Utility Worker who also maintains the park, streets, and assists with water and sewer repairs. This salary has been split between all the appropriate funds.

BUDGET SUMMARY FOR ADMINISTRATION DEPT. 10

PERSONNEL SERVICES: **\$135,750.00**

The Personnel Services has increased in the General Fund by approximately \$9,200.00 which is due primarily to a small salary increase of 1.5% for the staff and the following changes:

Part Time Help 01-10-61040: Increased the summer help budget to \$8,000.00 due to the shortage of staff and going through a staffing agency for the summer help.

PERS 01-10-61300: This line item will stay the same as the rate has stayed the same as last year.

Social Security 01-10-61400: Is staying the same as last year.

Medical Insurance 01-10-61500: Increased by \$1,000 due to the projected rate increase.

State unemployment 01-10-61450: Decreased by \$500.00 because it was over budgeted last year.

MATERIALS AND SERVICES: **\$216,450.00**

Primary expenditures are basic operating materials, supplies, employee training, dues and memberships, printing and postage, and the Douglas County Sheriff's Contract. Material and services has increased a total of \$9,700.00 from last year's budget due primarily to the following items:

Douglas County Sheriff 01-10-61650: Increased to \$185,000.00 based on the CPI as agreed upon in the contract.

Dues and Membership 01-10-62500: The following memberships are included within this line item:

- League of Oregon Cities,
- City Managers Association,
- Oregon Municipal Finance,
- Oregon Municipal Recorders,
- Oregon Planners,
- Historical Society
- City of Canyonville Chamber.

Technology Support & Maint.: Increased to \$10,000.00 due to the server needing to be replaced and staff is in the process of upgrading the Springbrook Software, Microsoft email, and the Intranet from a server to the cloud.

CONTINGENCY 01-10-65010: \$123,805.00

These funds are budgeted for emergencies and unexpected expenses for the whole fund. This year contingency has been decreased by \$38,622.00. It is important to build up the contingency.

TRANSFERS: \$94,000.00

Transfer to Equipment Replacement Park 01-10-666022: \$20,000.00 is being transferred to equipment replacement to start saving for a new parks mower.

Transfer to Facility Reserve – Gen. 01-10-69111: \$53,000.00 is being transferred to the facility reserve account to save for future projects relating to City Buildings.

Transfer to Facility Reserve – Park 01-10-69121: This line item has been added to help keep better track of the money being saved for the park. \$20,000.00 has been transferred from General Fund to this line item.

Transfer to South County Community Center (YMCA) 01-10-69065: \$1,000.00 is being transferred to the YMCA reserve fund as per the City's agreement with the YMCA.

TOTAL EXPENSES: \$570,005.00

2016	2017	2018	2018	2019	2019	2019	2019	2019		
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
33,081	36,179	38,000.00	38,200.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.65	40,000.00	40,000.00	40,000.00	40,000.00
0	0	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00
0	4,682	5,500.00	5,000.00	61029	Utility Worker	0.15	6,000.00	6,000.00	6,000.00	6,000.00
12,801	13,705	15,000.00	14,500.00	61030	Finance Deputy Recorder	0.35	15,700.00	15,700.00	15,700.00	15,700.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
10,284	11,092	12,000.00	12,000.00	61035	Admin Assistant	0.35	12,500.00	12,500.00	12,500.00	12,500.00
8,050	698	3,000.00	7,500.00	61040	Part Time Help	0.00	8,000.00	8,000.00	8,000.00	8,000.00
35	0	500.00	0.00	61150	Overtime	0.00	500.00	500.00	500.00	500.00
11,890	12,834	17,500.00	16,500.00	61300	PERS Retirement	0.00	17,500.00	17,500.00	17,500.00	17,500.00
5,160	5,907	8,000.00	7,000.00	61400	Social Security (FICA)	0.00	8,000.00	8,000.00	8,000.00	8,000.00
1,118	965	1,700.00	800.00	61450	State Unemployment (SUTA)	0.00	1,200.00	1,200.00	1,200.00	1,200.00
18,060	22,398	24,000.00	23,000.00	61500	Medical Insurance	0.00	25,000.00	25,000.00	25,000.00	25,000.00
78	54	150.00	20.00	61550	Workers Benefit Fund Assessmen	0.00	150.00	150.00	150.00	150.00
333	673	1,200.00	700.00	61551	Workers Compensation	0.00	1,200.00	1,200.00	1,200.00	1,200.00
100,890	109,186	126,550	125,220		PERSONNEL SERVICES Totals:	1.50	135,750	135,750	135,750	135,750
173,734	175,819	180,300.00	180,000.00	02 61650	MATERIALS & SERVICES Douglas County (Sheriff)	0.00	185,000.00	185,000.00	185,000.00	185,000.00
3,665	2,384	5,000.00	5,000.00	61660	Technology Support & Maint.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
1,877	1,814	2,500.00	2,000.00	62500	Dues & Memberships	0.00	2,500.00	2,500.00	2,500.00	2,500.00

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
417	247	1,800.00	300.00	62501	Meals & Mileage	0.00	1,800.00	1,800.00	1,800.00	1,800.00
65	0	2,500.00	225.00	62502	Conferences & Training	0.00	2,500.00	2,500.00	2,500.00	2,500.00
11	408	1,000.00	500.00	63300	Maintenance And Repair	0.00	1,000.00	1,000.00	1,000.00	1,000.00
3,149	2,620	3,500.00	3,500.00	64100	Printing And Postage	0.00	3,500.00	3,500.00	3,500.00	3,500.00
9,660	9,663	10,000.00	9,660.00	64150	Housing	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	150.00	0.00	64170	Drug Screen	0.00	150.00	150.00	150.00	150.00
192,577	192,956	206,750	201,185		MATERIALS & SERVICES Totals	0.00	216,450	216,450	216,450	216,450
0	20,000	20,000.00	20,000.00	69060	TRANSFERS Transfer To Equip Replace	0.00	20,000.00	20,000.00	20,000.00	20,000.00
1,000	1,000	1,000.00	1,000.00	69065	Transfer to So Co Comm Center	0.00	1,000.00	1,000.00	1,000.00	1,000.00
95,000	75,000	55,000.00	55,000.00	69111	Transfer to Facility Res.-City	0.00	53,000.00	53,000.00	53,000.00	53,000.00
0	0	0.00	0.00	69121	Transfer to Facility Res.-Park	0.00	20,000.00	20,000.00	20,000.00	20,000.00
96,000	96,000	76,000	76,000		TRANSFERS Totals:	0.00	94,000	94,000	94,000	94,000
0	0	162,427.00	0.00	65010	CONTINGENCY Operating Conting.	0.00	123,805.00	123,805.00	123,805.00	123,805.00
0	0	162,427	0		CONTINGENCY Totals:	0.00	123,805	123,805	123,805	123,805
389,468	398,141	571,727	402,405		EXPENDITURES TOTALS:	1.50	570,005	570,005	570,005	570,005

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
389,468	398,141	571,727	402,405		DEPT EXPENSES	1.50	570,005	570,005	570,005	570,005
(389,468)	(398,141)	(571,727)	(402,405)		ADMINISTRATION Totals:	(1.50)	(570,005)	(570,005)	(570,005)	(570,005)

CITY OF CANYONVILLE
GENERAL FUND 01

CITY/COUNTY LIBRARY (11)

BUDGET SUMMARY FOR LIBRARY DEPARTMENT 11

The Library fund contains the exact same funding and services that were provided to the Library when it was part of the Douglas County System.

TOTAL EXPENSES: **\$3,825.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	Adopted
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
344	323	400.00	400.00	11 02 62110	CITY/COUNTY LIBRARY MATERIALS & SERVICES Gas Heat	0.00	400.00	400.00	400.00	400.00	400.00
720	640	720.00	720.00	62120	Electricity	0.00	720.00	720.00	720.00	720.00	720.00
717	649	780.00	780.00	62200	Telephone	0.00	780.00	780.00	780.00	780.00	780.00
260	278	278.00	273.00	63400	Insurance Property/Liability	0.00	300.00	300.00	300.00	300.00	300.00
1,500	1,500	1,500.00	1,500.00	63558	Janitorial / Library	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
76	50	125.00	125.00	64600	Supplies	0.00	125.00	125.00	125.00	125.00	125.00
0	0	0.00	0.00	64601	Copier Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
3,617	3,439	3,803	3,798		MATERIALS & SERVICES Totals	0.00	3,825	3,825	3,825	3,825	3,825
3,617	3,439	3,803	3,798		EXPENDITURES TOTALS:	0.00	3,825	3,825	3,825	3,825	3,825
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0	0
3,617	3,439	3,803	3,798		DEPT EXPENSES	0.00	3,825	3,825	3,825	3,825	3,825
(3,617)	(3,439)	(3,803)	(3,798)		CITY/COUNTY LIBRARY Totals:	0.00	(3,825)	(3,825)	(3,825)	(3,825)	(3,825)

CITY OF CANYONVILLE
GENERAL FUND 01

PIONEER PARK DEPARTMENT (14)

CURRENT OPERATIONS:

The Parks Department covers the cost of routine maintenance and operations of the city park system. The city park system includes the RV dump station, the tennis courts, the Veterans Memorial, and Pioneer Park, which encompasses the stage with the elaborate PA system and speakers, concession stand with kitchen, pavilion with tables, covered bridge, Applegate Trail Kiosk, bleachers, playground equipment, and restrooms. In addition, this division maintains other City-owned landscaping areas including the grounds around City Hall, sidewalk medians, public right-of-way and landscaping around the parking lots. Capital improvements are funded through grants and donations.

The property for Pioneer Park was deeded to the city. A provision of the deed established a Park Board that consists of three members from the South Umpqua Historical Society, three members from the Lions Club, the Mayor and the Public Works Lead. (DD-145).

BUDGET SUMMARY FOR PARKS DEPARTMENT (14)

REVENUE: **\$19,300.00**

The Park's Department is included in the General Fund and funded by general fund revenue. This fiscal year \$19,300.00 of general fund money will be utilized for the operations and maintenance. This does not include the personnel services which are also paid by the general fund.

PERSONNEL SERVICES: **\$ 0.00**

In the past, the Workers Compensation for the seasonal worker and public works was charged directly to the park budget. However, the staff salaries are budgeted in the General Fund administrative section. Since workers' compensation is a payroll expense it makes better sense to budget the workers compensation with the salaries. This item was moved to the Administration budget last year.

MATERIALS & SERVICES: **\$18,800.00**

The city provides water and electricity to all buildings, the hook ups for Pioneer Days booths, building and grounds maintenance and supplies. The park operates on a very slim budget and the only increase this year was \$100.00 for the property insurance.

Workers compensation 01-14-61551: This expense has been transferred to payroll portion of the administration budget.

Insurance Property/Liability 01-14-64400: This line item is being increased to \$2,100.00 to cover the increase in insurance.

Park deposit refund 01-14-64161: This line item was added 2016 fiscal year to more accurately track the money refunded from the user's deposit.

CAPITAL OUTLAY: \$ 500.00
Park Improvement Donation 01-14-66550: Any donations to the park would be expended out of this line item.

TOTAL EXPENSES: \$19,300.00

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted		
384	0	0.00	0.00	14 01 61551	PIONEER PARK PERSONNEL SERVICES Workers Compensation	0.00	0.00	0.00	0.00	0.00		0.00
384	0	0	0		PERSONNEL SERVICES Totals:	0.00	0	0	0	0		0
3,337	3,383	5,000.00	5,000.00	02 62120	MATERIALS & SERVICES Electricity	0.00	5,000.00	5,000.00	5,000.00	5,000.00		5,000.00
1,627	1,737	2,000.00	1,705.95	63400	Insurance Property/Liability	0.00	2,100.00	2,100.00	2,100.00	2,100.00		2,100.00
9,540	1,794	6,000.00	6,000.00	63550	Building and Grounds Maint	0.00	6,000.00	6,000.00	6,000.00	6,000.00		6,000.00
874	1,083	2,000.00	2,000.00	64150	Supplies	0.00	2,000.00	2,000.00	2,000.00	2,000.00		2,000.00
950	735	700.00	700.00	64161	Park Deposit Refund	0.00	700.00	700.00	700.00	700.00		700.00
0	287	500.00	500.00	64300	Vehicle - Fuel	0.00	500.00	500.00	500.00	500.00		500.00
314	128	500.00	500.00	64306	Equipment - Fuel	0.00	500.00	500.00	500.00	500.00		500.00
261	205	2,000.00	2,000.00	64308	Equipment - Maintenance	0.00	2,000.00	2,000.00	2,000.00	2,000.00		2,000.00
16,903	9,352	18,700	18,406		MATERIALS & SERVICES Totals	0.00	18,800	18,800	18,800	18,800		18,800
0	0	0.00	0.00	03 66510	CAPITAL OUTLAY Park Plaque Ped Donation	0.00	0.00	0.00	0.00	0.00		0.00
0	0	500.00	0.00	66550	Park Improvement Donation	0.00	500.00	500.00	500.00	500.00		500.00
0	0	0.00	0.00	66555	CCP DONATION	0.00	0.00	0.00	0.00	0.00		0.00
0	0	500	0		CAPITAL OUTLAY Totals:	0.00	500	500	500	500		500
17,288	9,352	19,200	18,406		EXPENDITURES TOTALS:	0.00	19,300	19,300	19,300	19,300		19,300

2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	Account	Description	FTE	2019 Requested	2019 Proposed	2019 Approved	2019 Adopted
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
17,288	9,352	19,200	18,406		DEPT EXPENSES	0.00	19,300	19,300	19,300	19,300
(17,288)	(9,352)	(19,200)	(18,406)		PIONEER PARK Totals:	0.00	(19,300)	(19,300)	(19,300)	(19,300)

CITY OF CANYONVILLE
GENERAL FUND

COMMUNITY PROJECTS DEPARTMENT (16)

CURRENT OPERATIONS:

This department was set up when the Portia Schiltz Fund was depleted during the time the stage was completed in Pioneer Park. It was set up to give donations for community projects as the previous fund had done.

BUDGET SUMMARY FOR COMMUNITY PROJECTS DEPARTMENT (16)

REVENUE: **\$1,200.00**

This department is also part of the General Fund and funded by general fund revenues. This fiscal year \$1,200 of general fund money has been allocated for this department.

MATERIALS & SERVICES: **\$1,200.00**

Reward/Vandalism/Park 01-16-64155: There is a sign in the park that states there is a reward up to \$500.00 for information that leads to an arrest and conviction of individuals vandalizing the park

Donations – At the August 18, 2015 Council Meeting Council adopted Resolution 624 abolishing the prior donation policy and provided for the funding of donations on a case by case basis each year. In the past, the City has provided funding to the following organizations:

YMCA Scholarship	\$50.00
Special Olympics	\$15.00
MC Elks Scholarship	\$25.00
Pioneer Days/Parade Plaques	\$15.50
Pumpkin Festival	\$50.00
Seniors Escorting Seniors	\$500.00

Last fiscal year the City donated to the following:

Special Olympics (Brian Shankle) requested amount \$ 15.00.
Myrtle Creek Elks request for \$100.00
Seniors Escorting Seniors for \$300.00.

TOTAL EXPENSES **\$1,200.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
				16	COMMUNITY PROJECTS FUND					
				02	MATERIALS & SERVICES					
0	0	500.00	0.00	64155	GIFT - Reward/Vandalism / Park	0.00	500.00	500.00	500.00	500.00
0	0	0.00	0.00	64160	GIFT - Bleacher Cover / Park	0.00	0.00	0.00	0.00	0.00
115	65	700.00	415.00	64167	Donations	0.00	700.00	700.00	700.00	700.00
300	0	0.00	0.00	64880	Seniors Escorting Seniors	0.00	0.00	0.00	0.00	0.00
415	65	1,200	415		MATERIALS & SERVICES Totals	0.00	1,200	1,200	1,200	1,200
415	65	1,200	415		EXPENDITURES TOTALS:	0.00	1,200	1,200	1,200	1,200
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
415	65	1,200	415		DEPT EXPENSES	0.00	1,200	1,200	1,200	1,200
(415)	(65)	(1,200)	(415)		COMMUNITY PROJECTS FUND	0.00	(1,200)	(1,200)	(1,200)	(1,200)

CITY OF CANYONVILLE
GENERAL FUND 01

PUBLIC OFFICIALS (17)

CURRENT OPERATIONS: **\$2,225.00**
This department was added in fiscal year (2006-2007) to separate administration from elected official's expenses.

PERSONNEL SERVICES: **\$ 75.00**
These line items cover the workers comp that the city elects to pay for volunteers, including elected officials.

MATERIALS AND SERVICES: **\$2,150.00**
This category includes line items for training, dues and memberships, meals, mileage, supplies and janitorial for the council chambers.

BUDGET SUMMARY PUBLIC OFFICIALS DEPARTMENT (17)

This budget is the same as last year.

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
52	40	75.00	26.88	17 01 61551	PUBLIC OFFICIALS PERSONNEL SERVICES Workers Compensation	0.00	75.00	75.00	75.00	75.00
52	40	75	27		PERSONNEL SERVICES Totals:	0.00	75	75	75	75
0	0	0.00	0.00	02 62201	MATERIALS & SERVICES Cellular Phone	0.00	0.00	0.00	0.00	0.00
0	0	100.00	0.00	62500	Dues & Memberships	0.00	100.00	100.00	100.00	100.00
0	0	200.00	0.00	62501	Conferences & Training	0.00	200.00	200.00	200.00	200.00
1,500	1,500	1,500.00	1,500.00	63554	Janitorial / Council Room	0.00	1,500.00	1,500.00	1,500.00	1,500.00
13	17	75.00	0.00	64100	Printing and Postage	0.00	75.00	75.00	75.00	75.00
7	0	75.00	0.00	64150	Supplies	0.00	75.00	75.00	75.00	75.00
0	0	200.00	0.00	64155	Meals & Mileage	0.00	200.00	200.00	200.00	200.00
1,520	1,517	2,150	1,500		MATERIALS & SERVICES Totals	0.00	2,150	2,150	2,150	2,150
1,571	1,557	2,225	1,527		EXPENDITURES TOTALS:	0.00	2,225	2,225	2,225	2,225
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
1,571	1,557	2,225	1,527		DEPT EXPENSES	0.00	2,225	2,225	2,225	2,225
(1,571)	(1,557)	(2,225)	(1,527)		PUBLIC OFFICIALS Totals:	0.00	(2,225)	(2,225)	(2,225)	(2,225)

CITY OF CANYONVILLE
GENERAL FUND 01

SOUTH COUNTY COMMUNITY CENTER (20)

SOUTH COUNTY COMMUNITY CENTER FUND - This fund accounts for the operation and maintenance of the building located on Sabbath Way that was purchased for a Community Center. The building is now leased to the YMCA through an agreement with the Central Douglas County Family YMCA which also establishes the South County Community Center Advisory Board.

Council Adopted Resolution 625 establishing a reserve fund for the Community Center Fund #24 and including the operational costs such as insurance and building and grounds maintenance in the General fund.

REVENUES: **\$2,600.00**

The revenues come from the General Fund.

MATERIALS & SERVICES: **\$2,600.00**

Insurance Property/Liability 01-20-63400: This line item has been established at \$1,600.00 which has been the historical amount charged to the YMCA.

Building and Grounds 01-20-63550: A total of \$1,000.00 has been budgeted.

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	1,424	1,500.00	1,430.13	20 02 63400	YMCA - So. County Comm. Ctr. MATERIALS & SERVICES Insurance Property/Liability	0.00	1,600.00	1,600.00	1,600.00	1,600.00
0	29	1,000.00	1,000.00	63550	Building/Grounds Maintenance	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	1,454	2,500	2,430		MATERIALS & SERVICES Totals	0.00	2,600	2,600	2,600	2,600
0	1,454	2,500	2,430		EXPENDITURES TOTALS:	0.00	2,600	2,600	2,600	2,600
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
0	1,454	2,500	2,430		DEPT EXPENSES	0.00	2,600	2,600	2,600	2,600
0	(1,454)	(2,500)	(2,430)		YMCA - So. County Comm. Ctr. Tr	0.00	(2,600)	(2,600)	(2,600)	(2,600)

CITY OF CANYONVILLE
GENERAL FUND 01

MUNICIPAL COURT DEPARTMENT (40)

CURRENT OPERATIONS:

The Municipal Court has the responsibility of holding arraignments and trials for violations of traffic codes, municipal laws and ordinances. The municipal judge is retained through an intergovernmental agreement between the City of Canyonville and the Douglas County Commissioners (DD-85). Revenues are received in the General Fund Municipal Court Fines line item number 01-00-44500. The court breaks down the payments received into shares to the city, county and state by the following:

- a) City fines, court costs, and clerk costs.
- b) County fines, court costs, jail assessments, clerk costs, and small claims.
- c) State fines, unitary assessments, LEMLA, and court security.
- d) Oregon Judicial Department - state court facilities security assessment as outlined in ORS 137.309.

BUDGET SUMMARY FOR MUNICIPAL COURT DEPARTMENT (40)

REVENUES: **\$13,545.00**

The revenues come from the General Fund.

PERSONNEL SERVICES: **\$ 7,545.00**

The municipal judge is contracted for 16 hours per month and two municipal clerks for 8 hours per month each plus PERS.

MATERIALS & SERVICES: **\$ 6,000.00**

The County, State and Judicial Dept fines are paid out of this department. The City retains 43% of the fines collected. However, after the payroll costs this fund makes very little money. The revenue for this fund has been declining and last year it operated at a loss of approximately \$4,300.00. As the City's revenues decrease in this fund it may not be able to sustain its self and the City will need to discuss whether to keep the service or not.

The Sheriff's department has agreed to enforce some of the City's Ordinances which may increase the revenue for this fund.

TOTAL EXPENSES: **\$13,545.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019				
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted												
3,409	3,184	3,600.00	3,072.00	40 01 61015	MUNICIPAL COURT PERSONNEL SERVICES Municipal Judge	0.00	3,200.00	3,200.00	3,200.00	3,200.00										3,200.00		
1,842	1,842	2,200.00	1,900.00	61016	Municipal Clerk	0.00	2,200.00	2,200.00	2,200.00	2,200.00											2,200.00	
1,017	1,236	1,600.00	850.00	61300	PERS Retirement	0.00	1,400.00	1,400.00	1,400.00	1,400.00											1,400.00	
402	390	500.00	410.00	61400	Social Security (FICA)	0.00	500.00	500.00	500.00	500.00											500.00	
118	77	210.00	85.00	61450	State Unemployment (SUTA)	0.00	210.00	210.00	210.00	210.00											210.00	
6	6	15.00	10.00	61550	Workers Benefit Fund Assessmen	0.00	15.00	15.00	15.00	15.00											15.00	
12	10	20.00	10.00	61551	Workers Compensation	0.00	20.00	20.00	20.00	20.00											20.00	
6,806	6,745	8,145	6,337		PERSONNEL SERVICES Totals:	0.00	7,545	7,545	7,545	7,545											7,545	
6,757	6,449	7,500.00	4,400.00	02 62461	MATERIALS & SERVICES County Portion MC Fines	0.00	5,000.00	5,000.00	5,000.00	5,000.00											5,000.00	
2,321	2,109	2,800.00	750.00	62462	State Portion MC Fines	0.00	1,000.00	1,000.00	1,000.00	1,000.00											1,000.00	
0	0	0.00	0.00	62500	Dues & Memberships	0.00	0.00	0.00	0.00	0.00											0.00	
9,078	8,559	10,300	5,150		MATERIALS & SERVICES Totals	0.00	6,000	6,000	6,000	6,000											6,000	
15,884	15,304	18,445	11,487		EXPENDITURES TOTALS:	0.00	13,545	13,545	13,545	13,545											13,545	
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0											0	
15,884	15,304	18,445	11,487		DEPT EXPENSES	0.00	13,545	13,545	13,545	13,545												13,545
(15,884)	(15,304)	(18,445)	(11,487)		MUNICIPAL COURT Totals:	0.00	(13,545)	(13,545)	(13,545)	(13,545)												(13,545)

CITY OF CANYONVILLE
GENERAL FUND 01

PLANNING & COMMUNITY DEVELOPMENT (50)

CURRENT OPERATIONS:

Planning services include: administration, processing land use applications, timelines and cost analysis, public notices, contracted services for the engineer, planner and associated printing and postage. A deposit is required from the developer to cover all the costs the city incurs while processing the land use action. The developer receives a refund after project completion if the deposit is greater than the project cost from the city, planner and/or engineer and is billed if the deposit is not enough to cover these costs.

BUDGET SUMMARY FOR PLANNING DEPARTMENT (50)

REVENUES: **\$12,500.00**

The revenues for this department are accounted for within the general fund revenues. The main source of income is administrative fees that the city charges for staff time to process the land use applications. Most planning activities are done by city staff; however, larger projects may require contracting with Lane Council of Governments or an engineer. The developer is responsible for any contracting costs incurred by the City. The city accounts for the receipt of these fees in separate line items: Engineering Review Fees 01-00-49654 and Planning Review Fees 01-00-49652.

MATERIAL AND SERVICES: **\$12,500.00**

This department has been budgeted at the same level as last year.

Legal Services 01-50-62410: At this time there are no known legal matters pending. However, it is difficult to anticipate if a legal issue will arise so \$2,000 has been budgeted just in case.

Printing & Postage 01-50-64100: Certain land use actions will require individual notice to property owners and publication in the newspaper.

Engineering Review Services 01-50-64862: As noted in the revenue section the developer is responsible for any engineering fees. This is the line item used to account for payment of those fees to the contracted engineer. This is a pass through account and money will not be spent from it unless it has been collected from a developer.

Planning Review Services 01-50-64864: Some complex developments can require the expertise of a contracted planner. These expenses would be borne by the developer and payment of the expenses would be accounted for in this line item.

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	Adopted
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
0	0	2,000.00	0.00	50 02 62410	PLANNING & COMM DEVELOP MATERIALS & SERVICES Legal Services	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
0	33	1,000.00	0.00	64100	Printing & Postage	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	1,000.00	0.00	64281	Engineering	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	500.00	0.00	64650	Planning Commission	0.00	500.00	500.00	500.00	500.00	500.00
1,803	0	3,000.00	0.00	64862	**Engineering/Consultant	0.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
1,082	0	5,000.00	0.00	64864	**Planning/Consultant	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
2,884	33	12,500	0		MATERIALS & SERVICES Totals	0.00	12,500	12,500	12,500	12,500	12,500
2,884	33	12,500	0		EXPENDITURES TOTALS:	0.00	12,500	12,500	12,500	12,500	12,500
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0	0
2,884	33	12,500	0		DEPT EXPENSES	0.00	12,500	12,500	12,500	12,500	12,500
(2,884)	(33)	(12,500)	0		PLANNING & COMM DEVELOP	0.00	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)

CITY OF CANYONVILLE
GENERAL FUND 01

AUX. SUPPORT SERVICES (60)

CURRENT OPERATIONS:

This department keeps track of expenses paid to support services.

MATERIALS & SERVICES:

- Gas heat, electricity and telephone for city hall;
- Street Lights were added to the general fund in 2009-2010 and taken from the Street fund.
- Legal Services
- Building/grounds maintenance and janitorial of city hall and public restrooms.
- Bank charges
- Codification of the Ordinances in the code book and publishing the budget.

BUDGET SUMMARY FOR AUXILIARY SUPPORT DEPARTMENT (60)

REVENUE: **\$101,300.00**
The revenue for this department comes from the general fund revenues.

MATERIAL AND SERVICES:

The expenses covered by this fund do not fluctuate much, so this budget is the same as last fiscal year with just a small increase anticipated for the phone and supplies.

TOTAL EXPENSES **\$101,300.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,071	1,415	2,500.00	1,500.00	60 02 62110	AUX/SUPPORT SERVICES MATERIALS & SERVICES Gas Heat	0.00	2,500.00	2,500.00	2,500.00	2,500.00
5,242	5,220	6,700.00	5,700.00	62120	Electricity	0.00	6,700.00	6,700.00	6,700.00	6,700.00
25,905	24,896	29,000.00	26,500.00	62122	Street Lights/Power	0.00	29,000.00	29,000.00	29,000.00	29,000.00
4,794	3,935	5,500.00	5,500.00	62200	Telephone	0.00	6,000.00	6,000.00	6,000.00	6,000.00
2,725	4,260	15,000.00	15,000.00	62410	Legal Services	0.00	15,000.00	15,000.00	15,000.00	15,000.00
300	0	2,000.00	600.00	62420	Ord. Codif. Service	0.00	2,000.00	2,000.00	2,000.00	2,000.00
396	396	800.00	475.12	62425	OGEC Assessment	0.00	800.00	800.00	800.00	800.00
14,600	12,950	19,000.00	11,740.00	62430	Audit Services	0.00	19,000.00	19,000.00	19,000.00	19,000.00
432	658	800.00	700.00	62450	Publish Budget	0.00	800.00	800.00	800.00	800.00
4,154	7,409	7,800.00	6,000.00	63400	Insurance Property/Liability	0.00	7,800.00	7,800.00	7,800.00	7,800.00
1,347	1,318	3,000.00	3,000.00	63550	Building/Grounds Maint.	0.00	3,000.00	3,000.00	3,000.00	3,000.00
1,500	1,500	1,500.00	1,500.00	63552	Janitorial / Administration	0.00	1,500.00	1,500.00	1,500.00	1,500.00
1,500	1,500	1,500.00	1,500.00	63556	Janitorial / Public Restrooms	0.00	1,500.00	1,500.00	1,500.00	1,500.00
2,577	1,838	2,800.00	2,800.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00
1,888	1,789	2,200.00	1,600.00	64156	Bank Charges	0.00	2,200.00	2,200.00	2,200.00	2,200.00
0	80	500.00	500.00	64900	Miscellaneous Expense	0.00	500.00	500.00	500.00	500.00
68,430	69,165	100,600	84,615		MATERIALS & SERVICES Totals	0.00	101,300	101,300	101,300	101,300
68,430	69,165	100,600	84,615		EXPENDITURES TOTALS:	0.00	101,300	101,300	101,300	101,300

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
68,430	69,165	100,600	84,615		DEPT EXPENSES	0.00	101,300	101,300	101,300	101,300
(68,430)	(69,165)	(100,600)	(84,615)		AUX/SUPPORT SERVICES Totals	0.00	(101,300)	(101,300)	(101,300)	(101,300)

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted		
907,790	902,254	732,200	881,906		FUND REVENUES	0.00	726,500	726,500	726,500	726,500		
499,557	498,510	732,200	525,083		FUND EXPENSES	1.50	726,500	726,500	726,500	726,500		
408,233	403,744	0	356,823		GENERAL FUND Totals:	(1.50)	0	0	0	0		

CITY OF CANYONVILLE STREET FUND 02

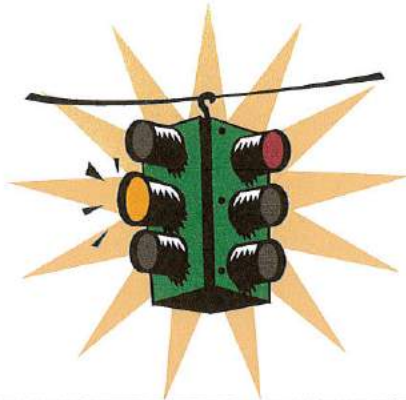
MAJOR GOVERNMENTAL FUND

STATE TAX STREET FUND ADMINISTRATION (.50 FTE)

Jeremy Mayfield – Utility Worker (.40 FTE)

Dawn Bennett – Finance Deputy Recorder (.05 FTE)

Nancy Walker – Administrative Assistant (.05 FTE)



MAJOR GOVERNMENTAL FUNDS - Account for the revenues and expenditures for the construction of streets.

STATE TAX STREET FUND - Public works employees are responsible for street and sidewalk inspection, inspection of new subdivisions, storm drainage maintenance, water and street improvement projects, organization of work requests from the public and implementation of the pavement management system. The division also maintains miles of improved and unimproved streets within the city which includes street sweeping, striping, upkeep of all street and traffic signs and ongoing grading and rocking of unimproved streets. In addition, the division provides a leaf pick up program each fall throughout the city.

Principal sources of revenue are Oregon Motor Vehicle Revenue, ODOT Small Cities Grant.

Primary expenditures are street repair, maintenance, signs, engineering, and fuel for vehicles and equipment. Street lighting was also paid from this fund until fiscal 2009-2010 when it was eliminated and added to the general fund expenditures.

CITY OF CANYONVILLE
STREET FUND 02

STREET MAINTENANCE DIVISION (10)

CURRENT OPERATIONS:

Public Works employees when working in the street maintenance division are responsible for street and sidewalk inspection, inspection of new subdivisions, coordination of storm drainage and street improvement projects, organization of work requests from the public and implementation of the pavement management system. The division also maintains miles of improved and unimproved streets within the city. This includes street sweeping, street striping, upkeep of all street and traffic signs and ongoing grading and rocking of unimproved streets. In addition, the division provides a leaf pickup program each fall throughout the city and provides storm drainage maintenance.

REVENUE:

The revenue for this department comes primarily from Oregon Motor Vehicle Revenue. The state shares the revenue generated by the gas tax with cities in Oregon. The amount of revenue received is based on the city's population.

PERSONNEL:

There are no full time personnel dedicated to the streets. Personnel provided for the Street Department consists of a Public Works employee 0.40 FTE, Finance Deputy Recorder 0.05 FTE and Administrative Assistant 0.05 FTE. Total FTE for street is 0.50FTE.

BUDGET SUMMARY FOR STREET FUND (02)

TOTAL REVENUE: **\$380,100.00**

Beginning fund balance 02-00-41000: The city has not done a paving project for several years and has been trying to save enough money to do a significant project. This money rolls over every year with the beginning fund balance.

Oregon Motor Vehicle Revenue 02-00-44950: The actual revenue the City receives from Motor Vehicles does not vary much from year to year since it is based on the City's certified population of 1925.

ODOT SCA Grant 02-01-44960: The City has been awarded a \$50,000.00 Small City Paving grant for Pine Street.

The Street Fund struggles to maintain enough money for any paving projects so last fiscal year staff made several changes to help alleviate the problem. We removed the PW Lead Operator from this fund and replaced it with a utility worker position. Staff also re-evaluated the portion of insurance the streets was paying.

PERSONNEL SERVICES: \$40,300.00

Personnel Services has increased by \$3,500.00 from last year. This increase is due to the 1.5% increase through the Union Contract and an increase in PERS and Social Security.

MATERIALS & SERVICES: \$40,533.00

The total for materials and services this fiscal year has increased slightly from last year. There have been some minor changes to line items. The major changes in this fund are listed below:

Vehicle Expense Fuel 02-10-64300: Based on prior years budget this line item could be reduced to better utilize the limited money within the street fund. It was decreased by \$500.00.

Vehicle Maintenance 02-10-64304: was increased by \$1,000.00 due to the age of the pickup used for streets. Last fiscal year we used the entire budget for maintenance and repair of the vehicle.

CAPITAL OUTLAY: \$216,000.00

New Equipment 02-10-66010: \$1,000.00 has been budgeted to the new equipment line item for the purchase of a hedge trimmer.

Street Paving 02-10-66040: The City has been saving money in this line item to do a larger project in combination with a Small City Allotment (SCA) Grant from Oregon Department of Transportation (ODOT). This year an additional \$35,000.00 has been added to the accumulated funds in the street paving to provide \$165,000.00 to utilize with the SCA grant money.

ODOT reimbursement SCA 02-03-66043: Small City Allotment Grant for \$50,000.00 has been awarded to the City for the Pine Street Project. It will be important to make sure that the project is finished in sufficient time to receive the reimbursement from ODOT in the same budget year.

TRANSFERS: \$31,100.00

Transfer to Equipment Replacement 02-10-69060: The street department recently purchased a new street sweeper and the annual payments are \$9,000.00. The remaining amount will be set aside for the replacement of the Kubota lawn tractor.

Transfer to Bikeway/Footpath 1% 02-10-69070: 1% of the state tax gas revenue is transferred into bike/footpath Fund each year. This year \$1100.00 will be transferred.

CONTINGENCY: \$52,167.41

Operating contingency 02-10-65010: Contingency has decreased by \$4,263.00 in order to put some money away for the new mower.

TOTAL EXPENSES \$380,100.00

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
217,579	232,621	190,000.00	270,000.00	02 RI 41000	STATE TAX STREET FUND REVENUES Beginning Fund Balance	0.00	230,000.00	230,000.00	230,000.00	230,000.00
0	0	0.00	0.00	44780	Douglas Co. Aid To Cities	0.00	0.00	0.00	0.00	0.00
104,563	114,726	97,000.00	114,000.00	44950	Oregon Motor Veh. Rev.	0.00	97,000.00	97,000.00	97,000.00	97,000.00
8,869	0	50,000.00	0.00	44960	ODOT SCA Grant	0.00	50,000.00	50,000.00	50,000.00	50,000.00
541	1,940	1,500.00	1,500.00	44962	**ODOT Mowing	0.00	1,500.00	1,500.00	1,500.00	1,500.00
1,125	2,165	800.00	2,900.00	45000	Interest Earned	0.00	1,500.00	1,500.00	1,500.00	1,500.00
2,530	0	100.00	4,596.62	49400	Miscellaneous Receipts	0.00	100.00	100.00	100.00	100.00
335,208	351,452	339,400	392,997		REVENUES Totals:	0.00	380,100	380,100	380,100	380,100
335,208	351,452	339,400	392,997		REVENUES TOTALS:	0.00	380,100	380,100	380,100	380,100

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,223	0	0.00	0.00	10 01 61014	ADMINISTRATION PERSONNEL SERVICES Superintendent	0.00	0.00	0.00	0.00	0.00
27,493	0	0.00	0.00	61027	Lead PW Operator	0.00	0.00	0.00	0.00	0.00
0	12,485	13,500.00	13,500.00	61029	Utility Worker	0.40	15,500.00	15,500.00	15,500.00	15,500.00
1,829	1,958	2,150.00	2,150.00	61030	Finance Deputy Recorder	0.05	2,500.00	2,500.00	2,500.00	2,500.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
1,469	1,585	1,700.00	1,700.00	61035	Admin Assistant	0.05	2,000.00	2,000.00	2,000.00	2,000.00
0	0	0.00	0.00	61040	Seasonal/Temporary	0.00	0.00	0.00	0.00	0.00
19	0	400.00	0.00	61150	Overtime	0.00	400.00	400.00	400.00	400.00
2,877	2,356	3,000.00	3,147.00	61300	PERS Retirement	0.00	3,600.00	3,600.00	3,600.00	3,600.00
2,600	1,245	1,600.00	1,284.00	61400	Social Security (FICA)	0.00	1,800.00	1,800.00	1,800.00	1,800.00
693	244	400.00	251.00	61450	State Unemployment (SUTA)	0.00	450.00	450.00	450.00	450.00
20,267	10,735	11,500.00	8,582.00	61500	Medical Insurance	0.00	11,500.00	11,500.00	11,500.00	11,500.00
37	17	50.00	16.00	61550	Workers Benefit Fund Assessmen	0.00	50.00	50.00	50.00	50.00
2,805	2,156	2,500.00	1,909.00	61551	Workers Compensation	0.00	2,500.00	2,500.00	2,500.00	2,500.00
61,313	32,781	36,800	32,539		PERSONNEL SERVICES Totals:	0.50	40,300	40,300	40,300	40,300
0	0	0.00	0.00	02 61600	MATERIALS & SERVICES **Administrative Charge	0.00	0.00	0.00	0.00	0.00
1,175	0	0.00	0.00	61660	Technology Support & Maint.	0.00	0.00	0.00	0.00	0.00
457	220	500.00	500.00	62125	Safety Equipment & Supplies	0.00	500.00	500.00	500.00	500.00

2016	2017	2018		2019	2019	2019	2019	2019	2019				
		Actual	Adopted							Estimated	Account	Description	FTE
849	744	800.00	800.00	800.00	62201	Cellular Phones	0.00	800.00	800.00	800.00	800.00	800.00	800.00
0	0	50.00	0.00	0.00	62500	Dues & Memberships	0.00	50.00	50.00	50.00	50.00	50.00	50.00
0	226	300.00	0.00	0.00	62501	Meals & Mileage	0.00	300.00	300.00	300.00	300.00	300.00	300.00
100	213	300.00	0.00	0.00	62502	Conferences & Training	0.00	300.00	300.00	300.00	300.00	300.00	300.00
140	205	245.00	127.49	63000		Boot Allowance	0.00	157.53	157.53	157.53	157.53	157.53	157.53
449	260	600.00	600.00	63200		Hand Tools - Small	0.00	600.00	600.00	600.00	600.00	600.00	600.00
3,688	1,424	1,650.00	1,498.23	63400		Insurance Property/Liability	0.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00
1,030	1,620	4,000.00	2,000.00	63551		Materials and Supplies	0.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
83	3,900	7,000.00	1,300.00	63555		Paint & Signs	0.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
4,600	750	10,000.00	5,000.00	63557		Street Improvement	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
0	113	25.00	0.00	63610		Permits and Fees	0.00	25.00	25.00	25.00	25.00	25.00	25.00
180	0	100.00	0.00	64170		Drug Screen	0.00	100.00	100.00	100.00	100.00	100.00	100.00
1,035	270	2,000.00	675.00	64281		Engineer Service	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
1,792	1,323	3,000.00	2,500.00	64300		Vehicle Expense - Fuel	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
908	962	1,500.00	2,000.00	64304		Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
543	501	1,500.00	1,500.00	64306		Equipment - Fuel	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3,276	2,192	4,000.00	4,000.00	64308		Equipment - Maintenance	0.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
0	1,500	500.00	0.00	64310		Equipment - Rental	0.00	500.00	500.00	500.00	500.00	500.00	500.00

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	64320	**ODOT Maintenance	0.00	0.00	0.00	0.00	0.00
0	0	2,000.00	0.00	64330	Storm Drain Maintenance	0.00	2,000.00	2,000.00	2,000.00	2,000.00
20,304	16,424	40,070	22,501		MATERIALS & SERVICES Totals	0.00	40,533	40,533	40,533	40,533
0	0	0.00	0.00	03	CAPITAL OUTLAY	0.00	1,000.00	1,000.00	1,000.00	1,000.00
				66010	New Equipment					
0	0	130,000.00	20,554.00	66040	Street Paving	0.00	165,000.00	165,000.00	165,000.00	165,000.00
0	0	50,000.00	0.00	66043	ODOT Reimbursement SCA	0.00	50,000.00	50,000.00	50,000.00	50,000.00
0	0	0.00	0.00	66780	**Douglas County Aid to Cities	0.00	0.00	0.00	0.00	0.00
0	0	180,000	20,554		CAPITAL OUTLAY Totals:	0.00	216,000	216,000	216,000	216,000
20,000	20,000	25,000.00	25,000.00	05	TRANSFERS	0.00	30,000.00	30,000.00	30,000.00	30,000.00
				69060	Transfer to Equipment Replacem					
970	1,100	1,100.00	1,100.00	69070	Transfer/Bikeway 1% 02-00-44950	0.00	1,100.00	1,100.00	1,100.00	1,100.00
0	0	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
20,970	21,100	26,100	26,100		TRANSFERS Totals:	0.00	31,100	31,100	31,100	31,100
0	0	56,430.00	0.00	06	CONTINGENCY	0.00	52,167.41	52,167.41	52,167.41	52,167.41
				65010	Operating Contingencies					
0	0	56,430	0		CONTINGENCY Totals:	0.00	52,167	52,167	52,167	52,167
0	0	0.00	0.00	07	UNAPPROPRIATED FND BAL	0.00	0.00	0.00	0.00	0.00
				67250	Unappropriated Ending Fund Bal.					
0	0	0	0		UNAPPROPRIATED FND BAL 1	0.00	0	0	0	0
102,587	70,306	339,400	101,694		EXPENDITURES TOTALS:	0.50	380,100	380,100	380,100	380,100

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
102,587	70,306	339,400	101,694		DEPT EXPENSES	0.50	380,100	380,100	380,100	380,100
(102,587)	(70,306)	(339,400)	(101,694)		ADMINISTRATION Totals:	(0.50)	(380,100)	(380,100)	(380,100)	(380,100)

2016 Actual	2017 Actual	2018		Description	FTE	2019			2019 Adopted
		Actual	Estimated			Account	Requested	Proposed	
335,208	351,452	339,400	392,997	FUND REVENUES	0.00	380,100	380,100	380,100	380,100
102,587	70,306	339,400	101,694	FUND EXPENSES	0.50	380,100	380,100	380,100	380,100
232,621	281,147	0	291,303	STATE TAX STREET FUND Total	(0.50)	0	0	0	0

CITY OF CANYONVILLE

WATER FUND 06



PROPRIETARY FUND

WATER FUND ADMINISTRATION (3.05 FTE)
Janelle Evans – City Administrator/Recorder (.15 FTE)
Mark Wilson – Public Works Lead (.80 FTE)
Matt Giles – Operator (.75 FTE)
Jeremy Mayfield – Utility Worker (.25 FTE)
Rob Siegrist – Sewer Plant Lead (.25FTE)
James Gettle – Operator (.25 FTE)
Dawn Bennett – Finance Deputy Recorder (.30 FTE)
Nancy Walker – Administrative Assistant (.30 FTE)

Public Works is responsible for three separate divisions they included:

PRODUCTION

This division is responsible for the operation and maintenance of the Water Treatment Plant.

ADMINISTRATION

This division is responsible for the administrative function of the Water Utility including water line design, inspection services, line locating, backflow prevention, and customer service. Overhead items such as insurance, planning, contractual services with other departments are included in this portion of the budget.

DISTRIBUTION

The distribution system consists of transmission mains between the treatment plant and the reservoirs, transmission mains to various parts of town, storage facilities and miles of distribution lines. This division is responsible for maintenance of the system as well as installation of new services and meters. They are also responsible for the maintenance of the storm drainage system.

PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

WATER FUND - This fund accounts for the operation of the city's domestic drinking water utility. The operations, debt and capital outlay are totally supported by charges for services. The Water Treatment Plant is located in the city limits on Elliott Street and was constructed in 1979. The plant's design capacity is .864 Mgd. Current daily capacity averages .45 Mgd. with peak production demand at .5 Mgd. Primary expenditures are water system maintenance, new services and meters, chemicals, engineering, fire control for the O'Shea Creek Watershed, and personal services.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR WATER FUND 06**

REVENUE: **Total \$599,700.00**

Beginning fund balance 06-00-4100: Has increased by \$12,000.00 from last fiscal year.

Water Collections 06-00-46300: It appears that the income has held steady at around \$400,000.00 over the past 3 years. We are estimating the income to be \$395,000.00 just to be safe.

No water rate increase is proposed for this fiscal year. This fund has been struggling for several years. Based on last year's actual revenue figures it appears the new water rate structure has significantly improved the stability of the water fund. However, it is important to remember that the water infrastructure is aging and there are significant improvements identified in the capital reserve account that are needed. We will need to continue to watch this fund.

Water Hook-ups 06-00-46310: There are two homes that are anticipated to be constructed next fiscal year.

Late Fees 06-00-46315: Late fees have remained consistent over the last three years at around \$10,000.00.

PERSONNEL SERVICES: **\$243,450.00**

Personnel Services have **increased** a total of \$8,800.00 from last year's budget. The lead worker position is vacant at this time, but the salary and benefits have still been included in the budget along with \$8,000.00 for a summer worker. This will allow the City some flexibility when considering whether to replace that position or not.

MATERIALS AND SERVICES: **\$196,329.00**

Primary expenditures are administrative charges to the general fund, water franchise fee, electricity, telephone, legal, dues and memberships, conference and training, water system maintenance and engineering. Material and services have increased a total of \$13,739.00 which is due primarily to the increase in the fee for the contracted Direct Responsible Charge for the water. The remainder is due to the following line items being increased:

Dues and Membership 06-10-62500: This line item has remained the same as last fiscal year. The following dues are authorized for this fiscal year:

- Umpqua Basin Operators Section
- Oregon Association of Water Utilities
- American Water Works
- Department of Human Services
- Bio Med
- Douglas County Utility Coordination

Water System Maintenance 06-10-63552: This line item has been increased by \$1,000.00 because all of the money for this line was spent last fiscal year.

Replacement service & meters 06-10-63556: This line item is being increased by \$2,500.00 because many of the old meters are beginning to break and need to be replaced.

Permits & Fees 06-10-63610: This line item nearly doubled last fiscal year due to the big increase in the watershed survey fee from the state. Since the water shed survey is only done every three years this line item can be reduced by \$2,300.00 this year.

Water Samples 06-10-63900: This line item is being increased by \$1,000.00 to provide a buffer for increased testing when necessary.

Supplies 06-10-64150: This line item is being increased by \$500.00. Based on prior years history the account has been under budgeted in the past.

Vehicle Expense Maintenance 06-10-6304: This line item is being increased to \$2,500.00 due to the age of the vehicles in the water department. Repairs for last fiscal year already exceed the amount budgeted.

Fire Control 06-10-64450: The state Forestry Department provides fire protection for the water shed by contract to the City. This fee has increased by 17% this next fiscal year.

Consulting Services 06-10-64800: This line item is for the contract with Brian Kelly to be the Direct Responsible Charge for the water. It has increased by \$11,000.00 due to the fact that he also is providing certification for the distribution system.

CAPITAL OUTLAY: \$21,925.00

Small Equipment Replacement 06-10-66010: Money has been put in this line item to simplify the tracking of small equipment that is replaced at the plant.

Water line Replacement 06-10-66014: This is for the replacement of small water lines. Large projects would come from the Capital Improvement fund.

Dam Payment/Per Customer 06-10-68501: As part of the Intergovernmental Agreement for the dam the city pays the county an annual payment based on \$1.00 per citizen. The City's population was increased to 1925 this year.

TRANSFERS: \$75,000.00

Transfer to Equipment Replacement 06-10-69060: No money is being transferred to Equipment Replacement fund this year there is a sufficient supply in the reserve.

Transfer to Capital Reserve 06-10-69063: This budget year \$65,000.00 is being transferred to the capital reserve fund. Transfers to this fund have been minimal in the past due to budget constraints. It is important to begin building a reserve for the projects that have been identified in the Facility Plan.

Transfer Late Fees to Capital Reserve 06-10-69063: Council adopted Resolution 615 which directs the late charges to be transferred 50/50 to the Water and Sewer Capital Reserve accounts. The water's share of the late fees is \$10,000.00

CONTINGENCY: **\$60,995.97**

Operating Contingency has decreased by \$4,004.03 over last budget year.

DEBT SERVICE: **\$2,000.00**

Debt Service Claim 06-08-64907: This line item is budgeted the same as last year. It was established two years ago, for repayment to affected users in the non-property tax paying classification and continues to be budgeted for any future repayment of services as needed.

TOTAL EXPENSES: **\$599,700.00**

2016	2017	2018	2018	2019	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
228,266	250,000	178,000.00	228,257.00	06 R1 41000	WATER FUND REVENUES Beginning Fund Balance	0.00	190,000.00	190,000.00	190,000.00	190,000.00
1,588	1,642	800.00	2,000.00	44790	Bulk Water Sales	0.00	1,500.00	1,500.00	1,500.00	1,500.00
767	1,476	800.00	800.00	45000	Interest Earned	0.00	800.00	800.00	800.00	800.00
408,224	406,918	395,000.00	395,000.00	46300	Water Collections	0.00	395,000.00	395,000.00	395,000.00	395,000.00
1,500	0	1,500.00	0.00	46310	Water Hook-Ups	0.00	1,500.00	1,500.00	1,500.00	1,500.00
50	300	300.00	50.00	46312	Reconnect Fee	0.00	300.00	300.00	300.00	300.00
9,698	10,711	10,000.00	10,000.00	46315	**Late Fees	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	100.00	0.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
106	105	500.00	1,056.20	49400	Miscellaneous	0.00	500.00	500.00	500.00	500.00
650,200	671,153	587,000	637,163		REVENUES Totals:	0.00	599,700	599,700	599,700	599,700
650,200	671,153	587,000	637,163		REVENUES TOTALS:	0.00	599,700	599,700	599,700	599,700

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
7,634	8,349	8,700.00	8,804.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.15	9,400.00	9,400.00	9,400.00	9,400.00
6,113	0	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00
30,369	28,292	29,600.00	29,000.00	61025	Water Plant Operator	0.75	31,800.00	31,800.00	31,800.00	31,800.00
8,577	9,347	10,500.00	7,000.00	61026	Sewer Plant Operator	0.25	9,400.00	9,400.00	9,400.00	9,400.00
20,067	36,376	39,000.00	29,000.00	61027	Lead PW Plant Operator	0.80	34,900.00	34,900.00	34,900.00	34,900.00
10,326	11,173	12,500.00	12,000.00	61028	Lead WWT Plant Operator	0.25	12,500.00	12,500.00	12,500.00	12,500.00
0	7,803	8,500.00	8,500.00	61029	Utility Worker	0.25	9,000.00	9,000.00	9,000.00	9,000.00
10,972	11,747	12,700.00	12,700.00	61030	Finance Deputy Recorder	0.30	13,000.00	13,000.00	13,000.00	13,000.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
8,815	9,508	10,200.00	10,000.00	61035	Admin Assistant	0.30	10,500.00	10,500.00	10,500.00	10,500.00
0	0	0.00	0.00	61040	Part Time Help	0.00	8,000.00	8,000.00	8,000.00	8,000.00
49	0	500.00	154.21	61150	Overtime	0.00	500.00	500.00	500.00	500.00
13,282	20,200	25,500.00	24,200.00	61300	PERS Retirement	0.00	25,000.00	25,000.00	25,000.00	25,000.00
7,911	9,527	12,000.00	10,000.00	61400	Social Security (FICA)	0.00	12,200.00	12,200.00	12,200.00	12,200.00
2,109	1,727	2,700.00	1,200.00	61450	State Unemployment (SUTA)	0.00	2,700.00	2,700.00	2,700.00	2,700.00
43,689	57,786	57,500.00	46,000.00	61500	Medical Insurance	0.00	60,300.00	60,300.00	60,300.00	60,300.00
94	105	250.00	95.00	61550	Workers Benefit Fund Assessmen	0.00	250.00	250.00	250.00	250.00

2016	2017	2018		2019	FTE	2019			2019	
		Actual	Adopted			Estimated	Account	Description		Requested
5,486	3,504	4,500.00	3,211.00	61551	Workers Compensation	0.00	4,000.00	4,000.00	4,000.00	4,000.00
175,492	215,445	234,650	201,864	02	PERSONNEL SERVICES Totals:	3.05	243,450	243,450	243,450	243,450
7,500	7,500	7,500.00	7,500.00	61600	MATERIALS & SERVICES **Administrative Charge	0.00	7,500.00	7,500.00	7,500.00	7,500.00
15,000	15,000	15,000.00	15,000.00	61605	Water Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00
3,955	5,738	10,000.00	10,000.00	61660	Technology Support & Maint.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
20,771	20,471	23,500.00	21,500.00	62120	Electricity	0.00	23,500.00	23,500.00	23,500.00	23,500.00
697	275	600.00	97.50	62125	Safety Equipment & Supplies	0.00	600.00	600.00	600.00	600.00
1,861	2,035	2,200.00	2,100.00	62200	Telephone	0.00	2,200.00	2,200.00	2,200.00	2,200.00
922	1,177	1,300.00	1,300.00	62201	Cellular Phones	0.00	1,300.00	1,300.00	1,300.00	1,300.00
6,260	1,943	10,000.00	1,000.00	62410	Legal Services	0.00	10,000.00	10,000.00	10,000.00	10,000.00
992	340	1,000.00	1,000.00	62500	Dues & Memberships	0.00	1,000.00	1,000.00	1,000.00	1,000.00
293	108	500.00	28.89	62501	Meals & Mileage	0.00	500.00	500.00	500.00	500.00
1,584	940	2,600.00	900.00	62502	Conferences & Training	0.00	2,000.00	2,000.00	2,000.00	2,000.00
160	453	490.00	397.98	63000	Boot Allowance	0.00	129.03	129.03	129.03	129.03
200	200	1,000.00	0.00	63060	Water Hook-Up-County % 2004-05	0.00	1,000.00	1,000.00	1,000.00	1,000.00
990	436	1,000.00	200.00	63200	Hand Tools - Small	0.00	1,000.00	1,000.00	1,000.00	1,000.00
7,730	9,033	10,700.00	9,493.37	63400	Insurance - Property/Liability	0.00	10,700.00	10,700.00	10,700.00	10,700.00
109	(191)	2,500.00	171.93	63551	Intake Repair Maint	0.00	2,500.00	2,500.00	2,500.00	2,500.00

2016	2017	2018		2019	FTE	Description	2019			2019
		Actual	Adopted				Estimated	Account	Requested	
9,559	9,818	14,000.00	14,000.00	63552	0.00	Water System Maint.	15,000.00	15,000.00	15,000.00	15,000.00
974	516	2,500.00	2,320.00	63556	0.00	Replacement - Service & Meters	5,000.00	5,000.00	5,000.00	5,000.00
729	0	3,500.00	0.00	63557	0.00	NEW - Services & Meters	3,500.00	3,500.00	3,500.00	3,500.00
3,890	4,193	5,000.00	5,000.00	63600	0.00	Plant/Grounds Maint.	5,000.00	5,000.00	5,000.00	5,000.00
296	8,186	7,800.00	2,100.00	63610	0.00	Permits & Fees	5,500.00	5,500.00	5,500.00	5,500.00
19,716	14,058	20,000.00	14,000.00	63650	0.00	Chlorine And Chemicals	20,000.00	20,000.00	20,000.00	20,000.00
3,208	5,334	6,000.00	6,000.00	63900	0.00	Water Samples	7,000.00	7,000.00	7,000.00	7,000.00
3,162	2,281	4,000.00	2,400.00	64100	0.00	Printing And Postage	4,000.00	4,000.00	4,000.00	4,000.00
2,222	1,947	2,000.00	2,000.00	64150	0.00	Supplies	2,500.00	2,500.00	2,500.00	2,500.00
345	0	200.00	90.00	64170	0.00	Drug Screen	200.00	200.00	200.00	200.00
2,285	1,787	3,000.00	3,000.00	64300	0.00	Vehicle Expense - Fuel	3,000.00	3,000.00	3,000.00	3,000.00
0	356	500.00	-178.20	64301	0.00	Equipment Rental	500.00	500.00	500.00	500.00
505	1,105	1,500.00	1,200.00	64304	0.00	Vehicle Expense - Maintenance	2,500.00	2,500.00	2,500.00	2,500.00
195	724	900.00	700.00	64306	0.00	Equipment - Fuel	900.00	900.00	900.00	900.00
714	1,436	1,500.00	700.00	64308	0.00	Equipment Repair	1,500.00	1,500.00	1,500.00	1,500.00
2,321	2,767	3,300.00	2,645.66	64450	0.00	Fire Control	3,300.00	3,300.00	3,300.00	3,300.00
0	5,420	7,000.00	6,000.00	64800	0.00	Consulting Services	18,000.00	18,000.00	18,000.00	18,000.00
4,153	650	10,000.00	0.00	64862	0.00	Engineering Services	10,000.00	10,000.00	10,000.00	10,000.00

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted		
123,298	126,036	182,590	132,667		MATERIALS & SERVICES Totals	0.00	196,329	196,329	196,329	196,329		196,329
			03		CAPITAL OUTLAY							
0	0	0.00	0.00	66010	Small Equipment Replacement	0.00	10,000.00	10,000.00	10,000.00	10,000.00		10,000.00
0	0	10,000.00	6,328.97	66014	Water Line Replacement	0.00	10,000.00	10,000.00	10,000.00	10,000.00		10,000.00
1,910	1,910	1,925.00	1,925.00	68501	Dam Payment/Per Customer	0.00	1,925.00	1,925.00	1,925.00	1,925.00		1,925.00
1,910	1,910	11,925	8,254		CAPITAL OUTLAY Totals:	0.00	21,925	21,925	21,925	21,925		21,925
10,000	15,000	10,000.00	10,000.00	05	TRANSFERS	0.00	0.00	0.00	0.00	0.00		0.00
			69060		Transfer To Equip. Replace.							
65,000	65,000	65,000.00	65,000.00	69063	Transfer-Capital Reserve	0.00	65,000.00	65,000.00	65,000.00	65,000.00		65,000.00
9,500	9,500	10,000.00	10,000.00	69065	Transfer Late Fee-Capital Res	0.00	10,000.00	10,000.00	10,000.00	10,000.00		10,000.00
0	0	0.00	0.00	69070	Transfer Water Franchise	0.00	0.00	0.00	0.00	0.00		0.00
15,000	10,000	5,835.00	5,835.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00		0.00
99,500	99,500	90,835	90,835		TRANSFERS Totals:	0.00	75,000	75,000	75,000	75,000		75,000
			06		CONTINGENCY							
0	0	65,000.00	0.00	65010	Operating Contingencies	0.00	60,995.97	60,995.97	60,995.97	60,995.97		60,995.97
0	0	65,000	0		CONTINGENCY Totals:	0.00	60,996	60,996	60,996	60,996		60,996
0	0	0.00	0.00	07	UNAPPROPRIATING FND BAL	0.00	0.00	0.00	0.00	0.00		0.00
			67250		Unapprop. Ending Fund Bal.							
0	0	0	0		UNAPPROPRIATING FND BAL.1	0.00	0	0	0	0		0
0	0	2,000.00	0.00	08	DEBT SERVICE	0.00	2,000.00	2,000.00	2,000.00	2,000.00		2,000.00
			64907		Debt Service Claim							
0	0	2,000	0		DEBT SERVICE Totals:	0.00	2,000	2,000	2,000	2,000		2,000

2016	2017	2018		2018	2018	Description	FTE	2019			2019
		Actual	Adopted					Estimated	Account	Requested	
400,200	442,890	587,000	433,620			EXPENDITURES TOTALS:	3.05	599,700	599,700	599,700	599,700
0	0	0	0			DEPT REVENUES	0.00	0	0	0	0
400,200	442,890	587,000	433,620			DEPT EXPENSES	3.05	599,700	599,700	599,700	599,700
(400,200)	(442,890)	(587,000)	(433,620)			ADMINISTRATION Totals:	(3.05)	(599,700)	(599,700)	(599,700)	(599,700)

2016	2017	2018	2018	2018		2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
650,200	671,153	587,000	637,163		FUND REVENUES	0.00	599,700	599,700	599,700	599,700
400,200	442,890	587,000	433,620		FUND EXPENSES	3.05	599,700	599,700	599,700	599,700
250,000	228,262	0	203,543		WATER FUND Totals:	(3.05)	0	0	0	0

CITY OF CANYONVILLE

SEWER FUND 07



PROPRIETARY FUND

SEWER FUND ADMINISTRATION (3.05 FTE)

Janelle Evans – City Administrator/Recorder (.20 FTE)

Mark Wilson – Public Works Lead (.30 FTE)

Matt Giles – Operator (.25 FTE)

Jeremy Mayfield – Utility Worker (.20 FTE)

Rob Siegrist – Sewer Plant Lead (.75 FTE)

James Gettle – Operator (.75 FTE)

Dawn Bennett – Finance Deputy Recorder (.30 FTE)

Nancy Walker – Administrative Assistant (.30 FTE)

Public Works is responsible for three separate divisions they included:

WASTEWATER TREATMENT

This division is responsible for the operation and maintenance of the Sewer Treatment Plant.

WASTEWATER ADMINISTRATION

This division is responsible for the administrative function of the Sewer Utility. The administrative functions are sewer line design, inspection services, line locating, grease trap inspection, and customer service. Overhead items such as insurance, planning, contractual services with other departments are included in this portion of the budget.

WASTEWATER COLLECTIONS

The collection system consists of miles of collection lines through various parts of town to the treatment plant and one sludge site on a farm located outside of town. This division is responsible for maintenance of the system as well as installation of new services.

PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

SEWER FUND - This fund accounts for the operation of the City's Sewer Treatment Facility located at the end of Hamlin Street that was constructed in 1979. The operations, debt and capital outlay are totally supported by charges for services. Primary expenditures are sewer system maintenance, new services, chemicals, engineering, personal services and debt services for two State Revolving Fund Loans.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR WASTEWATER FUND 07**

TOTAL REVENUE: **\$1,035,400.00**

Donovan Enterprises completed the rate study and recommended a new classification system and rate increase plan. Council adopted Resolution 804 which established the following rate increases:

<u>Effective Date</u>	<u>Single Family Dwellings</u>	<u>All other classifications</u>
July 1, 2013	\$10.00	23.26%
July 1, 2014	\$9.00	16.98%
July 1, 2015	\$9.00	14.52%
July 1, 2016	\$9.00	12.68%
July 1, 2017	\$9.00	11.25%

Council has elected not to initiate the last rate increase this year since we received more grant money than anticipated in the study and the equipment bid came in lower than estimated. If it is necessary at the end of the project a slight raise could be established, then.

Beginning Fund Balance 07-00-41000: The beginning fund balance which is basically the carried over cash from the previous year has increased by \$20,000.00 since the City is longer required to keep a loan reserve.

Fund Bal. Required Reserve 07-00-41001: This line item is to identify the amount of money the city is required to keep in reserve according to the Department of Environmental Quality (DEQ) #R20590 loan repayment requirements. The DEQ loan will be paid off this fiscal year so the City is no longer required to retain this reserve.

Sewer Collections 07-00-46280: No sewer rate increase is proposed for this fiscal year. The anticipated sewer revenue will be the same as last fiscal year.

Late Fees 07-00-46315: Council adopted Resolution 615 which directs the late charges to be transferred to the Capital Reserve accounts.

PERSONNEL SERVICES: **\$229,250.00**
Personnel Services has **decreased** a total of \$800.00 from last year's budget.

MATERIALS AND SERVICES: **\$249,500.00**
Primary expenditures are administrative charges to the general fund, water franchise fee, electricity, telephone, legal, dues and memberships, conference and training, water system maintenance and engineering. Material and services has increased a total of \$28,950.00.00. Most of this increase has been in the water usage for the new head works and contract for the certified Direct Responsible Charge person.

Water 07-10-62122: The new headworks uses a lot of water and we are still trying to get a handle on the yearly cost. Last year we budgeted \$35,000.00 which they have already exceeded due to some water line leaks. Based on the last 9 months of billing we are

estimating that the water expense will need to be increased to \$40,000.00 for this fiscal year. After the new plant is completed the head works will use reclaimed water so the cost of water should drop drastically.

Lab Work 07-10-63555: Increased by \$1,000.00. We have had to do some additional testing.

Insurance Property/Liability 07-10-63400: An additional \$1,000.00 is being added to this line item to cover the projected rate increase and provide a small buffer for error.

Dues and Membership 07-10-62500: Decreased by \$400.00. The City is trying to be selective regarding dues and membership.

. The following dues are authorized for this fiscal year:

- Umpqua Basin Operators Section
- Oregon Association of Water Utilities
- American Water Works
- Department of Human Services
- Bio Med

Sludge removal 07-10-63670: This line item is being increased by \$5,000.00 based on last 2 years of actual expenses. The hauling of sludge is an operational portion of the treatment and cannot be deferred.

Vehicle expense maintenance 07-10-64304: This line item has been increased \$1,700.00 since one of the older vehicles has been added to the sewer plant fleet.

Consulting Services 07-10-64800: This line has been increased to account for the contracted cost of a certified grade 3 Direct Responsible Charge person.

CAPITAL OUTLAY: \$10,000.00

New replacement equipment 07-10-69060: Previously we have not budgeted for any replacement equipment because it was anticipated that the equipment would be part of the upgrade. However, since it has taken so long to get the sewer plant built we are forced to replace some equipment in the old plant such as small pumps. The cost of the equipment being purchased is too small to take from the capital equipment fund.

TRANSFERS: \$480,000.00

Transfer to Capital Reserve 07-10-59063: the transfer is the same as last year since the rate was not increased. The City has been transferring the revenue generated from the rate increases into the Capital Reserve to help offset some of the cost of the sewer plant upgrade.

Transfer to Facility Reserve: We are not transferring anything to the Facility Reserve Fund due to the sewer plant upgrade project. There should be a sufficient balance in that fund.

CONTINGENCY: **\$32,650.00**

Operating Contingency 07-10-65010: Has decreased \$3,050.00 from last year's budget.

DEBT SERVICE: **\$24,000.00**

The city paid off one loan and has one loan from the Department of Environmental Quality (DEQ) State Revolving Loan fund left for wastewater infrastructure projects which will be paid off during this budget

Loan #SRF R20590 07-10-64902: The final payment will be made in December 2018.

DEBT SERVICE RESERVE: **0**

Since the City will be making the last loan payment in December 2018 the debt service reserve is no longer required.

SRF R20590 Loan 07-10-66800: Required reserve is \$0.00

TOTAL EXPENSES: **\$1,035,400.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
229,130	210,347	170,000.00	156,504.00	07 R1 41000	SEWER FUND REVENUES Beginning Fund Balance	0.00	190,000.00	190,000.00	190,000.00	190,000.00
0	0	46,564.00	46,564.00	41001	Fund Bal. Req. Reserve(R20590)	0.00	0.00	0.00	0.00	0.00
1,858	1,609	1,500.00	1,500.00	43010	Prev Levied Taxes	0.00	1,500.00	1,500.00	1,500.00	1,500.00
25	0	300.00	0.00	44090	Sewer Permits	0.00	300.00	300.00	300.00	300.00
1,765	3,395	2,000.00	4,700.00	45000	Interest Earned	0.00	3,000.00	3,000.00	3,000.00	3,000.00
783,246	875,145	840,000.00	890,000.00	46280	Sewer Collections	0.00	840,000.00	840,000.00	840,000.00	840,000.00
0	0	0.00	0.00	46315	Late Fees	0.00	0.00	0.00	0.00	0.00
0	0	100.00	0.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
3,337	361	500.00	300.00	49400	Miscellaneous Receipts	0.00	500.00	500.00	500.00	500.00
1,019,361	1,090,856	1,060,964	1,099,568		REVENUES Totals:	0.00	1,035,400	1,035,400	1,035,400	1,035,400
1,019,361	1,090,856	1,060,964	1,099,568		REVENUES TOTALS:	0.00	1,035,400	1,035,400	1,035,400	1,035,400

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
10,179	11,132	13,000.00	12,000.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.20	13,000.00	13,000.00	13,000.00	13,000.00
4,890	0	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00
0	7,831	10,500.00	9,700.00	61025	Water Plant Operator	0.25	11,500.00	11,500.00	11,500.00	11,500.00
25,730	28,041	31,000.00	22,000.00	61026	Sewer Plant Operator	0.75	29,000.00	29,000.00	29,000.00	29,000.00
11,532	8,316	10,500.00	7,900.00	61027	Lead PW Operator	0.30	10,000.00	10,000.00	10,000.00	10,000.00
30,979	33,519	37,500.00	35,200.00	61028	Lead WWT Plant Operator	0.75	38,500.00	38,500.00	38,500.00	38,500.00
0	6,242	7,800.00	6,700.00	61029	Utility Worker	0.20	8,000.00	8,000.00	8,000.00	8,000.00
10,972	11,747	13,000.00	12,400.00	61030	Finance Deputy Recorder	0.30	13,500.00	13,500.00	13,500.00	13,500.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
8,815	9,508	11,000.00	10,100.00	61035	Admin Assistant	0.30	11,000.00	11,000.00	11,000.00	11,000.00
0	0	500.00	46.36	61150	Overtime	0.00	500.00	500.00	500.00	500.00
15,736	17,263	25,000.00	20,000.00	61300	PERS Retirement	0.00	25,000.00	25,000.00	25,000.00	25,000.00
7,887	9,041	13,000.00	8,800.00	61400	Social Security (FICA)	0.00	13,000.00	13,000.00	13,000.00	13,000.00
2,133	1,634	3,000.00	1,400.00	61450	State Unemployment (SUTA)	0.00	3,000.00	3,000.00	3,000.00	3,000.00
37,324	45,951	48,000.00	34,000.00	61500	Medical Insurance	0.00	48,000.00	48,000.00	48,000.00	48,000.00
91	97	250.00	100.00	61550	Workers Benefit Fund Assessmen	0.00	250.00	250.00	250.00	250.00
6,199	4,582	6,000.00	4,200.00	61551	Workers Compensation	0.00	5,000.00	5,000.00	5,000.00	5,000.00

2016	2017	2018	2018	2019	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
172,467	194,903	230,050	184,546		PERSONNEL SERVICES Totals:	3.05	229,250	229,250	229,250	229,250
7,500	7,500	7,500.00	7,500.00	02	MATERIALS & SERVICES	0.00	7,500.00	7,500.00	7,500.00	7,500.00
				61600	**Administrative Charge					
15,000	15,000	15,000.00	15,000.00	61610	Sewer Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00
3,730	5,203	6,500.00	4,000.00	61660	Technology Support & Maint.	0.00	6,500.00	6,500.00	6,500.00	6,500.00
22,747	23,878	28,000.00	25,000.00	62120	Electricity	0.00	28,000.00	28,000.00	28,000.00	28,000.00
25,522	30,249	35,000.00	42,000.00	62122	Water	0.00	40,000.00	40,000.00	40,000.00	40,000.00
534	297	700.00	700.00	62125	Safety Equip.	0.00	700.00	700.00	700.00	700.00
1,915	2,064	2,500.00	2,500.00	62200	Telephone	0.00	2,500.00	2,500.00	2,500.00	2,500.00
920	883	950.00	1,200.00	62201	Cellular Phones	0.00	1,200.00	1,200.00	1,200.00	1,200.00
200	0	5,000.00	0.00	62410	Legal Services	0.00	5,000.00	5,000.00	5,000.00	5,000.00
648	626	800.00	400.00	62500	Dues & Memberships	0.00	800.00	800.00	800.00	800.00
121	524	1,000.00	0.00	62501	Meals & Mileage	0.00	1,000.00	1,000.00	1,000.00	1,000.00
810	1,640	2,600.00	380.00	62502	Conferences & Training	0.00	2,600.00	2,600.00	2,600.00	2,600.00
0	380	600.00	199.99	63000	Boot Allowance	0.00	400.03	400.03	400.03	400.03
191	175	500.00	500.00	63200	Hand Tools	0.00	500.00	500.00	500.00	500.00
138	0	0.00	0.00	63350	Rental Expenses	0.00	0.00	0.00	0.00	0.00
14,429	13,897	15,000.00	14,747.41	63400	Insurance Property/Liability	0.00	16,000.00	16,000.00	16,000.00	16,000.00
248	1,298	4,000.00	2,000.00	63554	Sewer System Maintenance	0.00	4,000.00	4,000.00	4,000.00	4,000.00

2016	2017	2018	2018	2016	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
6,670	5,954	9,000.00	9,000.00	63555	Lab Work	0.00	10,000.00	10,000.00	10,000.00	10,000.00
3,835	2,586	7,000.00	7,927.08	63600	Plant/Grounds Maintenance	0.00	7,000.00	7,000.00	7,000.00	7,000.00
5,628	2,197	5,000.00	5,000.00	63610	Permits & Fees	0.00	5,000.00	5,000.00	5,000.00	5,000.00
19,170	19,626	26,000.00	26,000.00	63650	Chlorine And Chemicals	0.00	26,000.00	26,000.00	26,000.00	26,000.00
5,390	0	250.00	0.00	63660	Sludge Site	0.00	250.00	250.00	250.00	250.00
11,584	21,636	20,000.00	20,000.00	63670	Sludge Removal	0.00	25,000.00	25,000.00	25,000.00	25,000.00
2,733	2,341	3,500.00	2,568.00	64100	Printing And Postage	0.00	3,500.00	3,500.00	3,500.00	3,500.00
2,688	2,164	2,500.00	917.20	64150	Supplies	0.00	2,500.00	2,500.00	2,500.00	2,500.00
100	110	500.00	375.00	64170	Drug Screen/CDL (2year)	0.00	500.00	500.00	500.00	500.00
1,046	1,033	2,000.00	1,500.00	64300	Vehicle Expense - Fuel	0.00	2,000.00	2,000.00	2,000.00	2,000.00
0	724	500.00	0.00	64301	Equipment Rental	0.00	500.00	500.00	500.00	500.00
1,651	57	800.00	300.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
1,441	936	2,000.00	1,000.00	64306	Equipment - Fuel	0.00	2,000.00	2,000.00	2,000.00	2,000.00
2,338	1,582	2,800.00	2,800.00	64308	Equipment - Maintenance	0.00	3,000.00	3,000.00	3,000.00	3,000.00
0	0	3,000.00	0.00	64800	Consulting Services	0.00	18,000.00	18,000.00	18,000.00	18,000.00
7,553	788	10,000.00	1,500.00	64862	Engineering Services	0.00	10,000.00	10,000.00	10,000.00	10,000.00
3	0	50.00	0.00	64900	Miscellaneous Expense	0.00	50.00	50.00	50.00	50.00
166,482	165,344	220,550	195,015		MATERIALS & SERVICES Totals	0.00	249,500	249,500	249,500	249,500

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	03 66010	CAPITAL OUTLAY New Equipment	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	0	0	05	CAPITAL OUTLAY Totals: TRANSFERS	0.00	10,000	10,000	10,000	10,000
0	0	0.00	0.00	69060	Transfer To Equip. Replace.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
420,000	480,000	480,000.00	480,000.00	69063	Transfer To Capital Res.	0.00	480,000.00	480,000.00	480,000.00	480,000.00
0	0	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
420,000	480,000	480,000	480,000	06	TRANSFERS Totals: CONTINGENCY	0.00	490,000	490,000	490,000	490,000
0	0	35,700.00	0.00	65010	Operating Contingencies	0.00	32,650.00	32,650.00	32,650.00	32,650.00
0	0	35,700	0	07	CONTINGENCY Totals: UNAPPROPRIATING FND BAL	0.00	32,650	32,650	32,650	32,650
0	0	0.00	0.00	67250	Unapprop. Ending Fund Bal.	0.00	0.00	0.00	0.00	0.00
0	0	0	0	08	UNAPPROPRIATING FND BAL 1 DEBT SERVICE	0.00	0	0	0	0
47,746	47,537	48,000.00	48,000.00	64902	SRF Loan R20590	0.00	24,000.00	24,000.00	24,000.00	24,000.00
2,320	0	100.00	0.00	64907	Debt Services Claim	0.00	0.00	0.00	0.00	0.00
50,066	47,537	48,100	48,000	09	DEBT SERVICE Totals: RESERVE	0.00	24,000	24,000	24,000	24,000
0	0	46,564.00	0.00	66800	Required Reserve R20590	0.00	0.00	0.00	0.00	0.00
0	0	46,564	0		RESERVE Totals:	0.00	0	0	0	0
809,014	887,784	1,060,964	907,561		EXPENDITURES TOTALS:	3.05	1,035,400	1,035,400	1,035,400	1,035,400

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0	0
809,014	887,784	1,060,964	907,561		DEPT EXPENSES	3.05	1,035,400	1,035,400	1,035,400	1,035,400	1,035,400
(809,014)	(887,784)	(1,060,964)	(907,561)		ADMINISTRATION Totals:	(3.05)	(1,035,400)	(1,035,400)	(1,035,400)	(1,035,400)	(1,035,400)

2016	2017	2018	2018	2018	2019			2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,019,361	1,090,856	1,060,964	1,099,568		FUND REVENUES	0.00	1,035,400	1,035,400	1,035,400	1,035,400
809,014	887,784	1,060,964	907,561		FUND EXPENSES	3.05	1,035,400	1,035,400	1,035,400	1,035,400
210,347	203,072	0	192,007		SEWER FUND Totals:	(3.05)	0	0	0	0

CITY OF CANYONVILLE

EQUIPMENT REPLACEMENT 08

CAPITAL PROJECTS FUND

EQUIPMENT REPLACEMENT ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



EQUIPMENT
REPLACEMENT 08

CAPITAL PROJECTS FUNDS – Are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

EQUIPMENT REPLACEMENT FUND – Accounts for acquisitions of equipment. Principle sources of revenue are transfers from other funds and the sale of surplus equipment. Primary expenditures are new or replacement equipment. This fund was reestablished in 2002 by Ordinance No. 431.

CITY OF CANYONVILLE
BUDGET SUMMARY FOR EQUIPMENT REPLACEMENT FUND 08

TOTAL REVENUE: **\$215,669.00**

The purpose of this fund is for the City to save money to replace expensive equipment in the future. Most of the City's equipment is old and outdated. With the limited revenue available for the replacement of equipment it is advisable to begin saving for replacement of this equipment. The goal is to transfer money for each of the departments on a yearly basis so there will be sufficient funds for future equipment replacements. The following transfers are being made from each fund:

Transfer from General fund 08-00-44971(Park):	\$20,000.00
Transfer from Water fund 08-00-44974:	\$ 0.00
Transfer from Sewer Fund 08-00-44975:	\$10,000.00
Transfer from Street Fund 08-00-44977:	\$30,000.00

This year money is being transferred from the General Fund, Street Fund, and Sewer Fund since it appears there is a sufficient amount in these funds. The remaining money in the account comes from the following:

The fund balance carry over from last year:	\$153,469.00
Anticipated interest and sales of equipment	\$ 2,200.00

CAPITAL OUTLAY: **\$215,669.00**

Equipment Replacement Administration 08-10-66021: Administration has a total of \$52,140.40 set aside for equipment replacement. The office server that houses all the City software, email, and intranet documents is on its last legs. Staff has been looking at purchasing a new server or upgrading everything to the cloud.

Equipment Replacement Park 08-10-66022: This line item was added so the Park department can save money for a new mower. The current mower is old and constantly having to be repaired. The total for this next budget year is \$46,154.40.

Equipment Replacement Water 08-10-66024: A total of \$45,182.40 has been set aside for the replacement of equipment in the Water Department.

Equipment Replacement Sewer 08-10-66025: This year \$10,000.00 is being transferred from the Sewer Fund. The total amount of money available for equipment replacement is \$19,817.32.

Equipment Replacement Streets 08-10-66026: The street department recently purchased a new Tymco Street Sweeper for \$130,100.00. We had enough money in this fund to make a \$75,000.00 down payment and the remainder will be paid in annual payments of \$9,000.00 due in February. The remaining balance of this line item after the annual payment will be set aside for the replacement of the Kubota lawn tractor. The current balance is \$52,374.40.

TOTAL EXPENSES **\$215,669.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted		
167,709	156,199	128,000.00	122,894.00	08 R1 41000	EQUIPMENT REPLACEMENT FUND REVENUES Beginning Fund Balance	0.00	153,469.00	153,469.00	153,469.00	153,469.00		153,469.00
0	20,000	20,000.00	20,000.00	44971	**Transfer From Gen. (Admin)	0.00	0.00	0.00	0.00	0.00		0.00
0	0	0.00	0.00	44972	**Transfer From Gen. (Park)	0.00	20,000.00	20,000.00	20,000.00	20,000.00		20,000.00
10,000	15,000	10,000.00	10,000.00	44974	**Transfer From Water Fund	0.00	0.00	0.00	0.00	0.00		0.00
0	0	0.00	0.00	44975	**Transfer From Sewer Fund	0.00	10,000.00	10,000.00	10,000.00	10,000.00		10,000.00
20,000	20,000	25,000.00	25,000.00	44977	**Transfer from Street Fund	0.00	30,000.00	30,000.00	30,000.00	30,000.00		30,000.00
1,143	2,200	1,500.00	1,310.97	45000	Interest Earned	0.00	2,100.00	2,100.00	2,100.00	2,100.00		2,100.00
0	0	100.00	0.00	49501	Sale Of Surplus Equip.	0.00	100.00	100.00	100.00	100.00		100.00
198,853	213,398	184,600	179,205		REVENUES Totals:	0.00	215,669	215,669	215,669	215,669		215,669
198,853	213,398	184,600	179,205		REVENUES TOTALS:	0.00	215,669	215,669	215,669	215,669		215,669

2016	2017	2018	2018	2018	2019		2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
584	4,150	56,593.00	100.00	10 03 66021	ADMINISTRATION CAPITAL OUTLAY Equip. Rep.- Admin	0.00	52,140.40	52,140.40	52,140.40	52,140.40
0	101	25,911.00	0.00	66022	Equip. Rep. - Park	0.00	46,154.40	46,154.40	46,154.40	46,154.40
2,738	11,052	57,293.00	12,354.00	66024	Equip. Rep. - Water	0.00	45,182.40	45,182.40	45,182.40	45,182.40
39,188	101	13,788.00	4,214.08	66025	Equip. Rep. - Sewer	0.00	19,817.32	19,817.32	19,817.32	19,817.32
144	75,101	31,015.00	8,884.00	66026	Equip. Rep. - Streets	0.00	52,374.40	52,374.40	52,374.40	52,374.40
42,654	90,505	184,600	25,552		CAPITAL OUTLAY Totals:	0.00	215,669	215,669	215,669	215,669
42,654	90,505	184,600	25,552		EXPENDITURES TOTALS:	0.00	215,669	215,669	215,669	215,669
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
42,654	90,505	184,600	25,552		DEPT EXPENSES	0.00	215,669	215,669	215,669	215,669
(42,654)	(90,505)	(184,600)	(25,552)		ADMINISTRATION Totals:	0.00	(215,669)	(215,669)	(215,669)	(215,669)

2016	2017	2018	2018	2018	Description	FTE	2019			2019	
							Actual	Adopted	Estimated		Account
198,853	213,398	184,600	179,205		FUND REVENUES	0.00		215,669	215,669	215,669	215,669
42,654	90,505	184,600	25,552		FUND EXPENSES	0.00		215,669	215,669	215,669	215,669
156,199	122,894	0	153,653		EQUIPMENT REPLACEMENT FI	0.00		0	0	0	0

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
33,904	35,491	0.00	0.00	15 RI 41000	WATER AND SEWER DEPOSITS REVENUES Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
1,587	730	0.00	1,329.13	42000	Deposits Collected	0.00	0.00	0.00	0.00	0.00
35,491	36,221	0	1,329		REVENUES Totals:	0.00	0	0	0	0
35,491	36,221	0	1,329		REVENUES TOTALS:	0.00	0	0	0	0

2016	2017	2018	2018	2018	2016	FTE	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description		Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10 02 62010	ADMINISTRATION MATERIALS & SERVICES Deposit Refunds	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	62020	Deposits Applied	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	62030	Abandoned Deposits	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	64156	Bank Charges	0.00	0.00	0.00	0.00	0.00
0	0	0	0		MATERIALS & SERVICES Totals	0.00	0	0	0	0
0	0	0	0		EXPENDITURES TOTALS:	0.00	0	0	0	0
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
0	0	0	0		DEPT EXPENSES	0.00	0	0	0	0
0	0	0	0		ADMINISTRATION Totals:	0.00	0	0	0	0

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
35,491	36,221	0	1,329		FUND REVENUES	0.00	0	0	0	0
0	0	0	0		FUND EXPENSES	0.00	0	0	0	0
35,491	36,221	0	1,329		WATER AND SEWER DEPOSITS	0.00	0	0	0	0

CITY OF CANYONVILLE DAM BOND AND INTEREST FUND 16

DEBT SERVICE FUND

DAM BOND AND INTEREST ADMINISTRATION (0 FTE)

Supported by employees in General Fund Administration



DEBT SERVICE FUNDS – To account for the payment of principal and interest on all general obligation long-term debt including that payable exclusively from revenue-producing enterprises.

DAM BOND & INTEREST FUND - Accounts for the taxes levied to pay the principal and interest on a Farmers Home Administration note evidenced by issuance of a general obligation water bond in the original amount of \$325,000. This fund was set up on 6-21-1982 by Ordinance No. 365-B. The original \$325,000 was used to construct and acquire a water impound transmission facilities, and associated facilities within and without the city. The interest rate is 5% and the note is expected to conclude in 2017. Balance owing \$9,622.79.

The covenants of the bond specify that the city must keep a reserve of \$19,200.00 in this account. The reserve account shall be used and disbursed only for the purpose of paying the cost of repairing or replacing any damage to the facility which may be caused by any unforeseen catastrophe or the purpose of making payments of principal and interest. When ever disbursements are made from the reserve annual deposits of \$1,920.00 must resume until the balance of the reserve again reaches \$19,200.00.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR DAM BOND FUND #16**

TOTAL REVENUE: **\$52,763.00**

This is the revenue that has been generated from the bond. Since the loan has been paid off there will be no more revenue generated.

DEBT SERVICE: **\$0.00**

The City has paid off the dam bond this last fiscal year. All the Beginning Fund Balance will be placed in the Unappropriated Ending Fund Balance line item.

RESERVE: **\$0.00**

We will not have to have a reserve since the dam bond has been paid off.

ENDING FUND BAL: **\$52,763.00**

This is money that has not been budgeted to be spent and will carry over to next year's fund balance. We will ask the auditors where the balance should go next fiscal year.

TOTAL EXPENSES **\$52,763.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
39,848	42,033	51,758.00	52,516.00	16 RI 41000	DAM BOND AND INTEREST FU REVENUES Beginning Fund Balance	0.00	52,662.93	52,662.93	52,662.93	52,662.93
19,048	18,555	0.00	0.00	43000	Current Property Taxes	0.00	0.00	0.00	0.00	0.00
1,802	1,561	0.00	0.00	43010	Previous Levied Taxes	0.00	0.00	0.00	0.00	0.00
132	253	0.00	146.93	45000	Interest Earned	0.00	100.00	100.00	100.00	100.00
60,830	62,401	51,758	52,663		REVENUES Totals:	0.00	52,763	52,763	52,763	52,763
60,830	62,401	51,758	52,663		REVENUES TOTALS:	0.00	52,763	52,763	52,763	52,763

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	51,758.00	52,662.93	10 07 67000	ADMINISTRATION UNAPPROP.ENDING FND BAL Unapprop. Ending Fund Bal.	0.00	52,762.93	52,762.93	52,762.93	52,762.93
0	0	51,758	52,663	08	UNAPPROP.ENDING FND BAL 1	0.00	52,763	52,763	52,763	52,763
18,554	9,643	0.00	0.00	68100	DEBT SERVICE Bond	0.00	0.00	0.00	0.00	0.00
243	242	0.00	0.00	68150	Bond Interest	0.00	0.00	0.00	0.00	0.00
18,797	9,886	0	0	09	DEBT SERVICE Totals: RESERVE Reserves	0.00	0	0	0	0
0	0	0.00	0.00	66900	RESERVE Totals:	0.00	0.00	0.00	0.00	0.00
18,797	9,886	51,758	52,663		EXPENDITURES TOTALS:	0.00	52,763	52,763	52,763	52,763
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
18,797	9,886	51,758	52,663		DEPT EXPENSES	0.00	52,763	52,763	52,763	52,763
(18,797)	(9,886)	(51,758)	(52,663)		ADMINISTRATION Totals:	0.00	(52,763)	(52,763)	(52,763)	(52,763)

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
60,830	62,401	51,758	52,663		FUND REVENUES	0.00	52,763	52,763	52,763	52,763	52,763
18,797	9,886	51,758	52,663		FUND EXPENSES	0.00	52,763	52,763	52,763	52,763	52,763
42,033	52,516	0	0		DAM BOND AND INTEREST FU	0.00	0	0	0	0	0

CITY OF CANYONVILLE
BIKEWAY/FOOTPATH FUND 17
SPECIAL REVENUE FUND

BIKEWAY/FOOTPATH ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



SPECIAL REVENUE FUNDS – Are used to account for specific revenues that are restricted to expenditures for particular purposes.

BIKEWAY/FOOTPATH FUND – Accounts for the revenues and expenditures related to the construction of footpaths and bicycle trails as outlined in ORS 294.525 which states that 1% of Motor Vehicle Revenues have to be set aside in a separate fund and to be expended as necessary to provide footpaths and bicycle trails, including curb cuts or ramps and the maintenance thereof. In lieu of expending the funds each year they are credited to the financial reserve fund to be expended at least every 10 year.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR BIKEWAY/FOOTPATH FUND #17**

TOTAL REVENUE: **\$17,860.00**

Transfer from Streets 17-00-44976: this year \$1,100.00 is being transferred from the street funds. By law 1% of the state tax gas revenue must be used for bike and footpath projects. The fund balance continues to grow each year until the city has sufficient revenue for a project.

CAPITAL OUTLAY: **\$17,860.00**

No project is planned for this year.

TOTAL EXPENSES **\$17,860.00**

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
13,219	14,260	15,400.00	15,498.00	17 RI 41000	BIKEWAY/FOOTPATH FUND REVENUES Beginning Fund Balance	0.00	16,680.00	16,680.00	16,680.00	16,680.00	16,680.00
970	1,100	1,100.00	1,100.00	44976	Transfer - St. Tax Str Fund	0.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
72	138	80.00	82.13	45000	Interest Earned	0.00	80.00	80.00	80.00	80.00	80.00
14,260	15,498	16,580	16,680		REVENUES Totals:	0.00	17,860	17,860	17,860	17,860	17,860
14,260	15,498	16,580	16,680		REVENUES TOTALS:	0.00	17,860	17,860	17,860	17,860	17,860

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	16,580.00	0.00	10 03 66020	ADMINISTRATION CAPITAL OUTLAY Bikeway/Walkway	0.00	17,860.00	17,860.00	17,860.00	17,860.00
0	0	16,580	0		CAPITAL OUTLAY Totals:	0.00	17,860	17,860	17,860	17,860
0	0	16,580	0		EXPENDITURES TOTALS:	0.00	17,860	17,860	17,860	17,860
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
0	0	16,580	0		DEPT EXPENSES	0.00	17,860	17,860	17,860	17,860
0	0	(16,580)	0		ADMINISTRATION Totals:	0.00	(17,860)	(17,860)	(17,860)	(17,860)

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
14,260	15,498	16,580	16,680		FUND REVENUES	0.00	17,860	17,860	17,860	17,860	17,860
0	0	16,580	0		FUND EXPENSES	0.00	17,860	17,860	17,860	17,860	17,860
14,260	15,498	0	16,680		BIKEWAY/FOOTPATH FUND Tot	0.00	0	0	0	0	0

2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	Account	Description	FTE	2019			Adopted
							Requested	Proposed	Approved	
				19	HOUSING REHAB PROGRAM					
			R1		REVENUES					
1	0	0.00	0.00	41000	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	45000	Interest Earned	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	49665	Contract Repayments	0.00	0.00	0.00	0.00	0.00
REVENUES Totals:						0.00	0	0	0	0
REVENUES TOTALS:						0.00	0	0	0	0

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10 02 64153	ADMINISTRATION MATERIALS & SERVICES Owner Occupied Housing (2)	0.00	0.00	0.00	0.00	0.00
0	0	0	0	05	MATERIALS & SERVICES Totals	0.00	0	0	0	0
0	0	0.00	0.00	69060	TRANSFERS Transfer to Equipment Replacem	0.00	0.00	0.00	0.00	0.00
1	0	0.00	0.00	69062	Transfer to General Fund	0.00	0.00	0.00	0.00	0.00
1	0	0	0		TRANSFERS Totals:	0.00	0	0	0	0
1	0	0	0		EXPENDITURES TOTALS:	0.00	0	0	0	0
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
1	0	0	0		DEPT EXPENSES	0.00	0	0	0	0
(1)	0	0	0		ADMINISTRATION Totals:	0.00	0	0	0	0

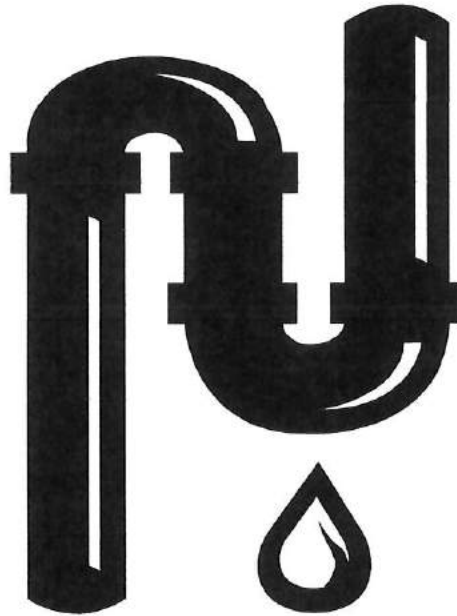
2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1	0	0	0		FUND REVENUES	0.00	0	0	0	0
1	0	0	0		FUND EXPENSES	0.00	0	0	0	0
0	0	0	0		HOUSING REHAB PROGRAM T	0.00	0	0	0	0

CITY OF CANYONVILLE WATER SYSTEM DEVELOPMENT FUND 20

PROPRIETARY FUND

WATER SDC ADMINISTRATION (0 FTE)

Supported by employees in General Fund Administration and the Water Fund



PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

WATER SYSTEM DEVELOPMENT FUND - Accounts for System Development Charges to new construction and hook ups to the water system.

CITY OF CANYONVILLE
BUDGET SUMMARY FOR WATER SYSTEMS DEVELOPMENT CHARGE
FUND # 20

TOTAL REVENUE: **\$171,840.00**

The revenue for this fund comes from new connections to the city's water system based on the size of the meter. The process and methodology for determining a system development charge is governed by state statute. A portion of the fee goes to reimbursement charges and a portion goes to Improvement charges as established by Ordinance.

The City contracted with Dyer Partnership to update the system development fees and adopted the plan and new fees by Resolution No. 639. The charge for a single-family residence has been established at \$3,946.00. The charge for connections of other than single family dwellings is defined in the study and Resolution 639. Based on the new report the reimbursement charge is less than the Improvement fee.

This year's budget anticipates system development charges for two single family dwellings.

SDC Reimbursement charges 20-00-46305: This line item is staying the same as last year.

SDC Improvement charges 20-00-46315: This line item is staying the same as last year.

MATERIAL AND SERVICES: **\$171,840.00**

Water System Development: A total of \$121,840.00 has been accumulated for possible expansion of the City's water system.

O'Shea Creek Development: The \$20,000.00 amount remains the same as last year. There is no identified project.

Engineering 20-10-64862: This year \$30,000.00 has been budgeted for engineering fees. Any expansion to the City's water system will require engineering services.

Expenditures from a system development fund are restricted by ORS 223.307. Improvement fees may be spent only on capacity increasing capital improvements. Reimbursement fees may be spent on capital improvements associated with the water system which also includes updating the systems development charges.

TOTAL EXPENSES **\$171,840.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted
				20	WATER SYSTEM DEVELOPMEN										
				R1	REVENUES										
160,002	160,746	162,200.00	162,911.00	41000	Beginning Fund Balance	0.00	162,900.00	162,900.00	162,900.00	162,900.00	162,900.00	162,900.00	162,900.00	162,900.00	162,900.00
1,125	2,165	1,000.00	1,290.00	45000	Interest Earned	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	0.00	0.00	45305	O'Shea Creek Donation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5,005	0	2,800.00	0.00	46305	SDC Reimbursement Charges	0.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00
3,136	0	4,940.00	0.00	46315	SDC Improvement Charges	0.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00
0	0	200.00	0.00	46320	SDC Administrative Charge	0.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00
169,268	162,911	171,140	164,201		REVENUES Totals:	0.00	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840
169,268	162,911	171,140	164,201		REVENUES TOTALS:	0.00	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted										
0	0	0.00	0.00	10 02 62410	ADMINISTRATION MATERIALS & SERVICES Legal Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0	0	121,140.00	0.00	63555	Water System Dev.	0.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00	121,840.00
0	0	20,000.00	0.00	63560	O'Shea Creek Dev.	0.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
8,523	0	30,000.00	0.00	64862	Engineering Services	0.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
8,523	0	171,140	0		MATERIALS & SERVICES Totals	0.00	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840
0	0	0.00	0.00	03 66080	CAPITAL OUTLAY GIFT-O'shea Creek Pipeline	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0	0	0	0		CAPITAL OUTLAY Totals:	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8,523	0	171,140	0		EXPENDITURES TOTALS:	0.00	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8,523	0	171,140	0		DEPT EXPENSES	0.00	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840	171,840
(8,523)	0	(171,140)	0		ADMINISTRATION Totals:	0.00	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)	(171,840)

2016	2017	2018	2018	2018			2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
169,268	162,911	171,140	164,201		FUND REVENUES	0.00	171,840	171,840	171,840	171,840	
8,523	0	171,140	0		FUND EXPENSES	0.00	171,840	171,840	171,840	171,840	
160,746	162,911	0	164,201		WATER SYSTEM DEVELOPMEN	0.00	0	0	0	0	

CITY OF CANYONVILLE WASTE WATER SYSTEM DEVELOPMENT FUND 21

PROPRIETARY FUND

SEWER SDC ADMINISTRATION (0 FTE)

Supported by employees in General Fund Administration and the Sewer Fund



PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

WATER SYSTEM DEVELOPMENT FUND - Accounts for System Development Charges to new construction and hook ups to the sewer system.

CITY OF CANYONVILLE
BUDGET SUMMARY FOR WASTEWATER SYSTEMS DEVELOPMENT CHARGE
FUND # 21

TOTAL REVENUE: **\$844,822.00**

The revenue for this fund comes from new connections to the city's wastewater system based on equivalent residential units which have been established by engineers. The process and methodology for determining a system development charge is governed by state statute. A portion of the fee goes to reimbursement charges and a portion goes to improvement charges as established by Ordinance.

The City contracted with Dyer Partnership to update the system development fees and adopted the plan and new fees by Resolution No. 639. The charge for a single-family residence has been established at \$5,394.00.00. The charge for connections other than single family dwellings is defined in the study and Resolution 639. Based on the new report the reimbursement charge is less than the Improvement fee.

The budget anticipates system development charges for two single family dwellings which is less than last year.

SDC Reimbursement charges 21-00-46305: This line item has stayed the same as this fiscal year.

SDC Improvement charges 21-00-46315: This line item has stayed the same as this fiscal year.

MATERIAL AND SERVICES: **\$115,500.00**

Engineering 21-10-64862: A total of \$115,500.00 has been accumulated in this line item to help pay for the engineering when the city does the capacity expansion portion of the sewer plant upgrade.

CAPITAL OUTLAY: **\$729,322.00**

Wastewater System Improvements 21-10-66316: A total of \$729,322.00 has been accumulated to help with the expenses for the capacity expansion phase of the sewer plant upgrade which is anticipated to occur in phase 2.

Expenditures from a system development fund are restricted by ORS 223.307. Improvement fees may be spent only on capacity increasing capital improvements. Reimbursement fees may be spent on capital improvements associated with the wastewater system including updating system development methodology and fees.

TOTAL EXPENSES **\$844,822.00**

2016	2017	2018	2018	2018	Description		FTE	2019	2019	2019	2019	2019	2019	Adopted
Actual	Actual	Adopted	Estimated	Account				Requested	Proposed	Approved	Adopted	Approved	Adopted	
803,311	805,700	815,000.00	819,404.00	21 RI 41000	WASTEWATER SYSTEM DEVELOPEMENTS		0.00	827,572.00	827,572.00	827,572.00	827,572.00	827,572.00	827,572.00	
7,123	13,705	6,000.00	8,168.00	45000	Interest Earned		0.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	
1,470	0	3,000.00	0.00	46305	SDC Reimbursement Charges		0.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
1,273	0	8,000.00	0.00	46315	SDC Improvement Charge		0.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	
0	0	250.00	0.00	46320	SDC Administrative Fee		0.00	250.00	250.00	250.00	250.00	250.00	250.00	
0	0	0.00	0.00	46400	Transfer From Sewer Fund		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
813,177	819,404	832,250	827,572		REVENUES Totals:		0.00	844,822	844,822	844,822	844,822	844,822	844,822	
813,177	819,404	832,250	827,572		REVENUES TOTALS:		0.00	844,822	844,822	844,822	844,822	844,822	844,822	

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
				10	ADMINISTRATION					
				02	MATERIALS & SERVICES					
0	0	0.00	0.00	62410	Legal Services	0.00	0.00	0.00	0.00	0.00
7,478	0	115,500.00	0.00	64862	Engineering	0.00	115,500.00	115,500.00	115,500.00	115,500.00
7,478	0	115,500	0		MATERIALS & SERVICES Totals	0.00	115,500	115,500	115,500	115,500
0	0	0.00	0.00	03	CAPITAL OUTLAY					
				63558	Land Acquisition	0.00	0.00	0.00	0.00	0.00
0	0	716,750.00	0.00	66316	Wastewater Syst. Imp.	0.00	729,322.00	729,322.00	729,322.00	729,322.00
0	0	716,750	0		CAPITAL OUTLAY Totals:	0.00	729,322	729,322	729,322	729,322
7,478	0	832,250	0		EXPENDITURES TOTALS:	0.00	844,822	844,822	844,822	844,822
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
7,478	0	832,250	0		DEPT EXPENSES	0.00	844,822	844,822	844,822	844,822
(7,478)	0	(832,250)	0		ADMINISTRATION Totals:	0.00	(844,822)	(844,822)	(844,822)	(844,822)

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted		
813,177	819,404	832,250	827,572		FUND REVENUES	0.00	844,822	844,822	844,822	844,822		
7,478	0	832,250	0		FUND EXPENSES	0.00	844,822	844,822	844,822	844,822		
805,700	819,404	0	827,572		WASTEWATER SYSTEM DEVEL	0.00	0	0	0	0		

CITY OF CANYONVILLE SOUTH COUNTY COMMUNITY CENTER FUND 24 CAPITAL PROJECTS FUND

SOUTH COUNTY COMMUNITY CENTER ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



CAPITAL PROJECT FUNDS – Are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

SOUTH COUNTY COMMUNITY CENTER FUND - This fund was changed to a reserve fund by Resolutin No. 625 in September 2014 in order to save money for any major repairs on the building located on Sabbath Way that was purchased for a Community Center. The building is now leased to the YMCA through an agreement with the Central Douglas County Family YMCA which also establishes the South County Community Center Advisory Board. The operations, debt and capital outlay are partially supported by YMCA contributions, the sale of the original pews and transfers from the General Fund.

CITY OF CANYONVILLE
BUDGET SUMMARY FOR SOUTH COUNTY COMMUNITY CENTER
FUND # 24

This fund was changed to a reserve fund by Resolution No. 625 on 09-2014 to save money for any major repairs on the building located on Sabbath Way that was purchased for a Community Center. The building is being leased to the YMCA through an agreement with the Central Douglas County Family YMCA which also establishes the South County Community Center Advisory Board. The capital outlay is partially supported by YMCA contributions, and transfers from the General fund.

TOTAL REVENUE: **\$14,568.00**

Transfer from General Fund 24-00-49055: \$1,000.00 is being transferred from General Fund to this reserve fund as per the City's agreement with the YMCA.

YMCA Contribution 24-00-49502: The YMCA annually matches the City's \$1,000.00 contribution to this fund.

CAPITAL OUTLAY: **\$14,568.00**

TOTAL EXPENSES **\$14,568.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,962	2,529	10,300.00	11,942.00	24 R1 41000	SO. COUNTY COMMUNITY CE? REVENUES Beginning Fund Balance	0.00	12,568.00	12,568.00	12,568.00	12,568.00
0	0	0.00	0.00	45000	Interest Earned	0.00	0.00	0.00	0.00	0.00
0	7,413	0.00	0.00	49040	Trans from Facility Reserve	0.00	0.00	0.00	0.00	0.00
1,000	1,000	1,000.00	1,000.00	49055	Transfer from General Fund	0.00	1,000.00	1,000.00	1,000.00	1,000.00
1,000	1,000	1,000.00	1,000.00	49502	YMCA Comm. Ctr Contrib.	0.00	1,000.00	1,000.00	1,000.00	1,000.00
3,962	11,942	12,300	13,942		REVENUES Totals:	0.00	14,568	14,568	14,568	14,568
3,962	11,942	12,300	13,942		REVENUES TOTALS:	0.00	14,568	14,568	14,568	14,568

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,364	0	0.00	0.00	10 02 63400	ADMINISTRATION MATERIALS & SERVICES Insurance Property/Liability	0.00	0.00	0.00	0.00	0.00
70	0	0.00	19.72	65550	Building/Grounds Maint.	0.00	0.00	0.00	0.00	0.00
1,433	0	0	20		MATERIALS & SERVICES Totals	0.00	0	0	0	0
0	0	12,300.00	1,354.00	03 66075	CAPITAL OUTLAY Community Center Improvement	0.00	14,568.00	14,568.00	14,568.00	14,568.00
0	0	12,300	1,354		CAPITAL OUTLAY Totals:	0.00	14,568	14,568	14,568	14,568
1,433	0	12,300	1,374		EXPENDITURES TOTALS:	0.00	14,568	14,568	14,568	14,568
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
1,433	0	12,300	1,374		DEPT EXPENSES	0.00	14,568	14,568	14,568	14,568
(1,433)	0	(12,300)	(1,374)		ADMINISTRATION Totals:	0.00	(14,568)	(14,568)	(14,568)	(14,568)

2016	2017	2018	2018	2018		FTE	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description		Requested	Proposed	Approved	Adopted	
3,962	11,942	12,300	13,942		FUND REVENUES	0.00	14,568	14,568	14,568	14,568	14,568
1,433	0	12,300	1,374		FUND EXPENSES	0.00	14,568	14,568	14,568	14,568	14,568
2,529	11,942	0	12,568		SO. COUNTY COMMUNITY CEN	0.00	0	0	0	0	0

CITY OF CANYONVILLE CAPITAL RESERVE WATER FUND 26

PROPRIETARY FUND

CAPITAL RESERVE WATER FUND ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

CAPITAL RESERVE WATER - This fund is for accumulating revenue transferred from the Water Fund for future capital projects. A new line item (26-03-66800) was added for capital improvement to separate money from the existing water line rehabilitation line (26-10-66666).

CITY OF CANYONVILLE
BUDGET SUMMARY FOR CAPITAL RESERVE WATER FUND #26

The City's Water Treatment Plant was constructed in 1978 and has already exceeded its 20 year life expectancy. Although the plant continues to meet all the required health regulations it will need repairs soon.

TOTAL REVENUE: **\$496,010.00**

The purpose of this fund is for the City to save money to upgrade and improve the Water Treatment Facility in the future. The goal is to transfer money on a yearly basis so there will be sufficient funds for large capital improvements.

Late Fee transfer 26-00-44675: Council adopted Resolution 615 which directs half of the late charges to be transferred from the Water Fund.

Water transfer 26-00-44974: This budget year we were able to transfer \$65,000.00 from the Water Fund for building a reserve for future projects.

MATERIALS AND SERVICES: **\$20,000.00**

Water Line Rehabilitation 26-10-66666: No projects have been identified. This is for emergency situations.

CAPITAL OUTLAY: **\$476,010.00**

Capital Improvement 26-10-66800: Phase 1 improvements that were identified in the water facility plan total \$3.3 million. These improvements do not have to be done immediately but there is one item that should be done this next fiscal year. The raw water intake vault and screen need improvements. The estimated cost is \$44,000.00.

TOTAL EXPENSES **\$496,010.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
254,341	279,792	352,000.00	353,282.00	26 R1 41000	CAPITAL RESERVE-WATER REVENUES Beginning Fund Balance	0.00	423,510.00	423,510.00	423,510.00	423,510.00
4,750	4,750	5,000.00	5,000.00	44675	Transfer 1/2 Lt Fee-Water Fund	0.00	5,000.00	5,000.00	5,000.00	5,000.00
65,000	65,000	65,000.00	65,000.00	44974	Transfer - Water Fund	0.00	65,000.00	65,000.00	65,000.00	65,000.00
1,944	3,740	2,500.00	2,228.93	45000	Interest Earned	0.00	2,500.00	2,500.00	2,500.00	2,500.00
40,000	0	0.00	0.00	46000	DLCD Grant - Water Master Plan	0.00	0.00	0.00	0.00	0.00
366,035	353,282	424,500	425,511		REVENUES Totals:	0.00	496,010	496,010	496,010	496,010
366,035	353,282	424,500	425,511		REVENUES TOTALS:	0.00	496,010	496,010	496,010	496,010

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	20,000.00	0.00	10 02 66666	ADMINISTRATION MATERIALS & SERVICES Water Line Rehabilitation	0.00	20,000.00	20,000.00	20,000.00	20,000.00
0	0	20,000	0	03 66700	MATERIALS & SERVICES Totals CAPITAL OUTLAY Water Master Plan	0.00	20,000	20,000	20,000	20,000
86,243	0	-404,500.00	0.00	66800	Capital Improvement	0.00	476,010.00	476,010.00	476,010.00	476,010.00
86,243	0	404,500	0		CAPITAL OUTLAY Totals:	0.00	476,010	476,010	476,010	476,010
86,243	0	424,500	0		EXPENDITURES TOTALS:	0.00	496,010	496,010	496,010	496,010
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
86,243	0	424,500	0		DEPT EXPENSES	0.00	496,010	496,010	496,010	496,010
(86,243)	0	(424,500)	0		ADMINISTRATION Totals:	0.00	(496,010)	(496,010)	(496,010)	(496,010)

2016	2017	2018	2018	2018	Description	FTE	2019			2019
							Actual	Adopted	Estimated	
366,035	353,282	424,500	425,511		FUND REVENUES	0.00	496,010	496,010	496,010	496,010
86,243	0	424,500	0		FUND EXPENSES	0.00	496,010	496,010	496,010	496,010
279,792	353,282	0	425,511		CAPITAL RESERVE-WATER Tota	0.00	0	0	0	0

CITY OF CANYONVILLE CAPITAL RESERVE SEWER FUND 27

PROPRIETARY FUND

CAPITAL RESERVE SEWER FUND ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

CAPITAL RESERVE SEWER - This fund is for accumulating revenue transferred from the Sewer Fund for future capital projects. A new line item was added, Capital Improvement (27-03-66800). Money was moved from future reserve to this line item for more flexibility.

CITY OF CANYONVILLE
BUDGET SUMMARY FOR CAPITAL RESERVE WASTEWATER FUND #27

The city is under a Mutual Agreement Order (MAO) with the Department of Environmental Quality to bring the city's wastewater treatment plant into compliance with DEQ regulations. The city has completed a master plan and broken the project into 2 phases to be completed over a 5 year period. The estimated cost to bring the plant into compliance is \$12.9 million. The city will apply for grants and loans to assist with the project costs and the revenue in this fund is anticipated to be used as the city's match and to buy down the loans.

TOTAL REVENUE: **\$2,850,852.00**

The revenue accumulated in this account has all come from the wastewater operation fund. The city tries to transfer all the remaining revenue after accounting for the operational costs each year. As per Council direction the revenue generated from the rate increase, is transferred to this fund. This year \$460,000 is being transferred from the wastewater operating fund.

CAPITAL OUTLAY: **\$2,850,852.00**

Engineering – 27-10-64862: This is a new line item to cover any engineering that is not covered by the Phase II funding. A total of \$20,000.00 has been budgeted for the engineering.

Equip. Replacement – Pumps 27-10-66025: A total of \$20,000.00 has been budgeted for the replacement of pumps at the wastewater plant.

Sewer Line Rehabilitation 27-10-66666: A total of \$64,000.00 has been budgeted for sewer line rehabilitation this fiscal year. No projects have been identified. This is for emergency situations.

Capital Improvement 27-10-66800: A total of \$2,746,852.00 has been accumulated for use when the phase 2 construction of the sewer plant upgrade begins. Phase 2 construction is not anticipated until 2018-2019.

TOTAL EXPENSES **\$2,850,852.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
967,014	1,375,840	1,700,000.00	1,870,285.00	27 R1 41000	CAPITAL RESERVE-SEWER REVENUES Beginning Fund Balance	0.00	2,360,852.00	2,360,852.00	2,360,852.00	2,360,852.00
4,750	4,750	5,000.00	5,000.00	44974	Transfer 1/2 Lt Fee-Wir Fund	0.00	5,000.00	5,000.00	5,000.00	5,000.00
420,000	480,000	480,000.00	480,000.00	44975	Transfer - Sewer Fund	0.00	480,000.00	480,000.00	480,000.00	480,000.00
6,599	12,696	4,000.00	7,567.00	45000	Interest Earned	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,398,363	1,873,285	2,189,000	2,362,852		REVENUES Totals:	0.00	2,850,852	2,850,852	2,850,852	2,850,852
1,398,363	1,873,285	2,189,000	2,362,852		REVENUES TOTALS:	0.00	2,850,852	2,850,852	2,850,852	2,850,852

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10 03 64862	ADMINISTRATION CAPITAL OUTLAY Engineering	0.00	20,000.00	20,000.00	20,000.00	20,000.00
0	0	20,000.00	0.00	66025	Equip. Replacement - Pumps	0.00	20,000.00	20,000.00	20,000.00	20,000.00
0	0	64,000.00	0.00	66666	Sewer Rehabilitation	0.00	64,000.00	64,000.00	64,000.00	64,000.00
22,523	3,000	2,105,000.00	0.00	66800	Capital Improvement	0.00	2,746,852.00	2,746,852.00	2,746,852.00	2,746,852.00
22,523	3,000	2,189,000	0		CAPITAL OUTLAY Totals:	0.00	2,850,852	2,850,852	2,850,852	2,850,852
22,523	3,000	2,189,000	0		EXPENDITURES TOTALS:	0.00	2,850,852	2,850,852	2,850,852	2,850,852
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
22,523	3,000	2,189,000	0		DEPT EXPENSES	0.00	2,850,852	2,850,852	2,850,852	2,850,852
(22,523)	(3,000)	(2,189,000)	0		ADMINISTRATION Totals:	0.00	(2,850,852)	(2,850,852)	(2,850,852)	(2,850,852)

2016	2017	2018		2018	Description	FTE	2019			2019	2019
		Actual	Adopted				Estimated	Account	Requested		
1,398,363	1,873,285	2,189,000	2,362,852	FUND REVENUES	0.00	2,850,852	2,850,852	2,850,852	2,850,852	2,850,852	2,850,852
22,523	3,000	2,189,000	0	FUND EXPENSES	0.00	2,850,852	2,850,852	2,850,852	2,850,852	2,850,852	2,850,852
1,375,840	1,870,285	0	2,362,852	CAPITAL RESERVE-SEWER TOE	0.00	0	0	0	0	0	0

CITY OF CANYONVILLE

O'SHEA CREEK TIMBER FUND 29

PROPRIETARY FUND

O'SHEA CREEK TIMBER FUND ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

O'SHEA CREEK TIMBER FUND - This fund accounts for the operation of the O'Shea Creek watershed timber.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR O'SHEA CREEK TIMBER FUND #29**

The city logged the O'Shea Creek area in 2001 and reforested the area as required by Forest Practices Act in 2002. The 2002 planting was unsuccessful, so the area was replanted in 2006 which was also unsuccessful. After consultation with Oregon Dept. of Forestry the area was replanted again in 2008. The city is hopeful that the 2008 reforestation will bring the O'Shea Creek Watershed into compliance. Funds have been reserved in this account for another reforestation if necessary.

TOTAL REVENUE: **\$108,986.00**

Interest in the amount of \$997.17 is the only new revenue being added to this account.

MATERIAL AND SERVICES:

Reforestation 29-10-63601: This money is being reserved in case the city is required to plant the trees again.

TOTAL EXPENSES **\$108,986.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
				29	OSHEA CREEK TIMBER FUND					
				RI	REVENUES					
104,546	105,416	106,500.00	107,089.00	41000	Beginning Fund Balance	0.00	108,086.00	108,086.00	108,086.00	108,086.00
870	1,673	900.00	997.17	45000	Interest Earned	0.00	900.00	900.00	900.00	900.00
0	0	0.00	0.00	49100	Timber Receipts	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	49671	Transfer From Water Fund	0.00	0.00	0.00	0.00	0.00
105,416	107,089	107,400	108,086		REVENUES Totals:	0.00	108,986	108,986	108,986	108,986
105,416	107,089	107,400	108,086		REVENUES TOTALS:	0.00	108,986	108,986	108,986	108,986

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10 01 61400	ADMINISTRATION PERSONNEL SERVICES Social Security (FICA)	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	61450	State Unemployment (SUTA)	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	61550	Workers Benefit Fund Assessmen	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	61551	Workers Compensation	0.00	0.00	0.00	0.00	0.00
0	0	0	0		PERSONNEL SERVICES Totals:	0.00	0	0	0	0
0	0	0.00	0.00	02 61640	MATERIALS & SERVICES Contract Help	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	62410	Legal Services	0.00	0.00	0.00	0.00	0.00
0	0	107,400.00	0.00	63601	Reforestation	0.00	108,986.00	108,986.00	108,986.00	108,986.00
0	0	0.00	0.00	64100	Printing & Postage	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	64450	Fire Control	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	64862	Engineering	0.00	0.00	0.00	0.00	0.00
0	0	107,400	0		MATERIALS & SERVICES Totals	0.00	108,986	108,986	108,986	108,986
0	0	0.00	0.00	07 67250	UNAPPROPRIATED FND BAL Unappropriated Ending Fund Bal	0.00	0.00	0.00	0.00	0.00
0	0	0	0		UNAPPROPRIATED FND BAL 1	0.00	0	0	0	0
0	0	107,400	0		EXPENDITURES TOTALS:	0.00	108,986	108,986	108,986	108,986

2016	2017	2018	2018	2018		2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
0	0	107,400	0		DEPT EXPENSES	0.00	108,986	108,986	108,986	108,986
0	0	(107,400)	0		ADMINISTRATION Totals:	0.00	(108,986)	(108,986)	(108,986)	(108,986)

2016	2017	2018	2018	2018			2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
105,416	107,089	107,400	108,086		FUND REVENUES	0.00	108,986	108,986	108,986	108,986	108,986
0	0	107,400	0		FUND EXPENSES	0.00	108,986	108,986	108,986	108,986	108,986
105,416	107,089	0	108,086		OSHEA CREEK TIMBER FUND *	0.00	0	0	0	0	0

CITY OF CANYONVILLE

FACILITY RESERVE FUND 30

SPECIAL REVENUE FUND

FACILITY RESERVE FUND ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



SPECIAL REVENUE FUNDS – Are used to account for specific revenues that are restricted to expenditures for particular purposes.

FACILITY RESERVE FUND – Was established by Resolution No. 486 in 4-17-06 & Resolution No. 512 on 4-16-07 and accounts for revenue and expenditures related to the maintenance and repair of city buildings. The Facilities Reserve Fund was created in fiscal year (2006-2007) to provide for the repair, maintenance and improvements to the City Hall building that houses the City Hall Administrative Offices, Public Works Superintendent Office, D.C. Library, D.C. Sheriff's Office, Council Chambers, (2) Public Works Shops, weight room, and second and third floors of archival and unutilized space.

This reserve fund was set-up like the equipment replacement fund to pool money for repairs, maintenance, and improvements as the funds alone could not consolidate enough money to make needed repairs.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR FACILITY RESERVE FUND #30**

TOTAL REVENUE: **\$410,135.00**

The purpose of this fund is for the city to save money to repair city facilities and buildings in the future. With the limited revenue, available for the upkeep and repair of city buildings it is advisable to begin saving for necessary repairs. The goal is to transfer money for each of the departments on a yearly basis so there will be sufficient funds when required. The following transfers are being made from each fund:

Transfer General Fund 30-00-44971:	\$ 53,000.00
Transfer General Fund 30-00-44971(Park):	\$ 20,000.00
Transfer Water Fund 30-00-44974	\$ 0.00

MATERIAL AND SERVICES: **\$ 2,500.00**

Repairs and Maintenance 30-10-64312: A total of \$2,500.00 has been appropriated for general repairs to City Hall Buildings.

CAPITAL OUTLAY: **\$407,635.00**

Improvements-City Hall Building 30-10-66021: A total of \$271,832.00 has been accumulated for future improvements to City Hall. The Seventh Day Adventists were going to donate work for façade improvements to City Hall. It does not appear that they are going to move forward with that project. Money is being accumulated in this fund so the City can proceed with façade improvements. Any request for funds would be approved by the City Council.

Improvements-Parks Building 30-10-66030: A total of \$42,124.00 has been accumulated with no specific improvements being identified.

Water Treatment Facility 30-10-66045: A total of \$74,956.00 has been accumulated for future improvements to the Water Plant.

Sewer Treatment Facility 30-10-66050: A total of \$18,723.00 has been accumulated for future improvements to the Sewer Plant.

TRANSFERS: **\$ 0.00**

Transfer to So. Co. Comm. Center YMCA Reserve 24-00-49040: There will not be any money transferred from the Facility Reserve Fund to the South County Community Center YMCA.

TOTAL EXPENSES **\$410,135.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
129,651	219,922	298,000.00	274,625.00	30 R1 41000	FACILITY RESERVE FUND REVENUES Beginning Fund Balance	0.00	336,135.00	336,135.00	336,135.00	336,135.00
95,000	75,000	55,000.00	55,000.00	44971	**Transfer From Gen. (Admin)	0.00	53,000.00	53,000.00	53,000.00	53,000.00
0	0	0.00	0.00	44972	**Transfer From Gen. (Park)	0.00	20,000.00	20,000.00	20,000.00	20,000.00
15,000	10,000	5,835.00	5,835.00	44974	**Transfer From Water Fund	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	44975	**Transfer From Sewer Fund	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	44977	**Transfer from Street Fund	0.00	0.00	0.00	0.00	0.00
588	1,132	600.00	675.00	45000	Interest Earned	0.00	1,000.00	1,000.00	1,000.00	1,000.00
240,240	306,054	359,435	336,135		REVENUES Totals:	0.00	410,135	410,135	410,135	410,135
240,240	306,054	359,435	336,135		REVENUES TOTALS:	0.00	410,135	410,135	410,135	410,135

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	2,500.00	0.00	10 02 64312	ADMINISTRATION MATERIALS & SERVICES Repairs and Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
0	0	2,500	0		MATERIALS & SERVICES Totals	0.00	2,500	2,500	2,500	2,500
0	24,016	249,855.00	0.00	03 66021	CAPITAL OUTLAY Improvement-City Hall Building	0.00	271,832.00	271,832.00	271,832.00	271,832.00
0	0	32,124.00	0.00	66030	Improvements-Park Buildings	0.00	42,124.00	42,124.00	42,124.00	42,124.00
0	0	0.00	0.00	66035	Improvements - Tennis Courts	0.00	0.00	0.00	0.00	0.00
20,318	0	0.00	0.00	66040	South County Comm Center YMC	0.00	0.00	0.00	0.00	0.00
0	0	74,956.00	0.00	66045	Water Treatment Facility	0.00	74,956.00	74,956.00	74,956.00	74,956.00
0	0	0.00	0.00	66050	Sewer Treatment Facility	0.00	18,723.00	18,723.00	18,723.00	18,723.00
20,318	24,016	356,935	0		CAPITAL OUTLAY Totals:	0.00	407,635	407,635	407,635	407,635
0	7,413	0.00	0.00	05 69065	TRANSFERS Transfer to YMCA Reserve	0.00	0.00	0.00	0.00	0.00
0	7,413	0	0		TRANSFERS Totals:	0.00	0	0	0	0
20,318	31,429	359,435	0		EXPENDITURES TOTALS:	0.00	410,135	410,135	410,135	410,135
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
20,318	31,429	359,435	0		DEPT EXPENSES	0.00	410,135	410,135	410,135	410,135
(20,318)	(31,429)	(359,435)	0		ADMINISTRATION Totals:	0.00	(410,135)	(410,135)	(410,135)	(410,135)

2016	2017	2018	2018	2018	2019			2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
240,240	306,054	359,435	336,135		FUND REVENUES	0.00	410,135	410,135	410,135	410,135
20,318	31,429	359,435	0		FUND EXPENSES	0.00	410,135	410,135	410,135	410,135
219,922	274,625	0	336,135		FACILITY RESERVE FUND Total	0.00	0	0	0	0

CITY OF CANYONVILLE
CDBG FUND 32
PHASE 1 CONSTRUCTION
SPECIAL REVENUE FUND

CDBG GRANT FUND ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



SPECIAL REVENUE FUNDS – Are used to account for specific revenues that are restricted to expenditures for particular purposes.

CDBG GRANT FUND –The City has received a Community Development Block Grant to assist the city with the Phase I construction of the head works, pump stations and repair to the outfall.

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted
30,243	12,755	0.00	0.00	32 R1 41000	CDBG GRANT 2013 REVENUES Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	45000	Interest Earned	0.00	0.00	0.00	0.00	0.00
178,721	0	0.00	0.00	46181	CDBG Grant 2013 Revenue	0.00	0.00	0.00	0.00	0.00
208,964	12,755	0	0		REVENUES Totals:	0.00	0	0	0	0
208,964	12,755	0	0		REVENUES TOTALS:	0.00	0	0	0	0

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10 02 62410	ADMINISTRATION MATERIALS & SERVICES Legal	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	64281	Engineering	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	65100	Administration Fees	0.00	0.00	0.00	0.00	0.00
39,998	0	0.00	0.00	65140	Other Services	0.00	0.00	0.00	0.00	0.00
156,212	0	0.00	0.00	67100	Construction Services	0.00	0.00	0.00	0.00	0.00
196,210	0	0	0		MATERIALS & SERVICES Totals	0.00	0	0	0	0
0	0	0.00	0.00	06 65010	CONTINGENCY Operating Contingencies	0.00	0.00	0.00	0.00	0.00
0	0	0	0		CONTINGENCY Totals:	0.00	0	0	0	0
196,210	0	0	0		EXPENDITURES TOTALS:	0.00	0	0	0	0
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
196,210	0	0	0		DEPT EXPENSES	0.00	0	0	0	0
(196,210)	0	0	0		ADMINISTRATION Totals:	0.00	0	0	0	0

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
208,964	12,755	0	0		FUND REVENUES	0.00	0	0	0	0
196,210	0	0	0		FUND EXPENSES	0.00	0	0	0	0
12,755	12,755	0	0		CDBG GRANT 2013 Totals:	0.00	0	0	0	0

CITY OF CANYONVILLE

IFA LOAN FUND 33 PHASE 2 CONSTRUCTION

SPECIAL REVENUE FUND

IFA GRANT/LOAN FUND ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



SPECIAL REVENUE FUNDS – Are used to account for specific revenues that are restricted to expenditures for particular purposes.

IFA GRANT/LOAN FUND –The City has received a \$1,000,000.00 loan @ 1.36% interest for 25 years and a grant for \$800,000.00 from Oregon Infrastructure to assist the city with the Phase II construction for the sewer plant upgrade.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR IFA LOAN FUND #33**

The City of Canyonville attended a one stop financing meeting in 2012 for phase 2 of the sewer plant upgrade. The funding scenario presented at the one stop was to fund the \$10,501,900.00 project with a loan/grant from Rural Development in the amount of \$4,950,950.00 and a grant/loan from Oregon Infrastructure Financing in the amount of \$4,950,950.00. The remaining \$600,000.00 was to come from City funds.

The City was able to obtain a better funding package from Rural Development for the major cost of the project. However, in order to optimize all the grant funding available, the City chose to obtain a \$1,800,000.00 grant/loan from IFA. It will consist of a \$1,000,000.00 loan @1.36% interest for 25 years and a grant for \$800,000.00.

TOTAL REVENUE: \$1,386,118.00

Loan Revenue 33-00-46181: The City has already utilized approximately \$373,000.00 for some of the design and selection of the membrane equipment supplier.

MATERIAL AND SERVICES:

Legal Services 33-10-62410: \$ 13,700.00

Engineering Services 33-10-64281: \$ 421,380.00

Administration Fees 33-10-65100: \$ 9,938.00

Construction Services 33-10-67100: \$ 691,100.00

Purchase Equipment – Vactor Truck: The City has been approved to purchase a Vactor Truck through the funding for the Wastewater Phase II Upgrade for \$250,000.00.

CONTINGENCY:

Operating Contingencies 33-10-65010: \$.00

TOTAL EXPENSES \$1,386,118.00

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	3,540.00	33 R1 41000	IFA LOAN 2015 REVENUES Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	45000	Interest Earned	0.00	0.00	0.00	0.00	0.00
0	95,831	1,690,486.00	147,016.00	46181	IFA Grant/Loan Revenue	0.00	1,386,118.00	1,386,118.00	1,386,118.00	1,386,118.00
0	95,831	1,690,486	150,556		REVENUES Totals:	0.00	1,386,118	1,386,118	1,386,118	1,386,118
0	95,831	1,690,486	150,556	02	REVENUES TOTALS: MATERIALS & SERVICES	0.00	1,386,118	1,386,118	1,386,118	1,386,118
0	0	0.00	0.00	68025	Purchase Equipment - WWTP	0.00	0.00	0.00	0.00	0.00
0	0	0	0		MATERIALS & SERVICES Totals	0.00	0	0	0	0
0	0	0	0		EXPENDITURES TOTALS:	0.00	0	0	0	0

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted		
0	2,545	12,936.00	0.00	10 02 62410	ADMINISTRATION MATERIALS & SERVICES Legal	0.00	13,700.00	13,700.00	13,700.00	13,700.00		13,700.00
0	81,309	718,900.00	280,000.00	64281	Engineering Services	0.00	421,380.00	421,380.00	421,380.00	421,380.00		421,380.00
0	8,438	17,550.00	1,500.00	65100	Administration Fees	0.00	9,938.00	9,938.00	9,938.00	9,938.00		9,938.00
0	0	0.00	0.00	65140	Other Services	0.00	0.00	0.00	0.00	0.00		0.00
0	0	941,100.00	0.00	67100	Construction Services	0.00	691,100.00	691,100.00	691,100.00	691,100.00		691,100.00
0	0	0.00	0.00	68025	Purchase Equipment-WWTP	0.00	250,000.00	250,000.00	250,000.00	250,000.00		250,000.00
0	92,291	1,690,486	281,500		MATERIALS & SERVICES Totals	0.00	1,386,118	1,386,118	1,386,118	1,386,118		1,386,118
0	0	0.00	0.00	06 65010	CONTINGENCY Operating Contingencies	0.00	0.00	0.00	0.00	0.00		0.00
0	0	0	0		CONTINGENCY Totals:	0.00	0	0	0	0		0
0	92,291	1,690,486	281,500		EXPENDITURES TOTALS:	0.00	1,386,118	1,386,118	1,386,118	1,386,118		1,386,118
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0		0
0	92,291	1,690,486	281,500		DEPT EXPENSES	0.00	1,386,118	1,386,118	1,386,118	1,386,118		1,386,118
0	(92,291)	(1,690,486)	(281,500)		ADMINISTRATION Totals:	0.00	(1,386,118)	(1,386,118)	(1,386,118)	(1,386,118)		(1,386,118)

2016	2017	2018	2018	2018			2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
0	95,831	1,690,486	150,556		FUND REVENUES	0.00	1,386,118	1,386,118	1,386,118	1,386,118	
0	92,291	1,690,486	281,500		FUND EXPENSES	0.00	1,386,118	1,386,118	1,386,118	1,386,118	
0	3,540	0	(130,944)		IFA LOAN 2015 Totals:	0.00	0	0	0	0	

CITY OF CANYONVILLE
RURAL DEVELOPMENT
FUND 34
PHASE 2 CONSTRUCTION
SPECIAL REVENUE FUND

**RURAL DEVELOPMENT LOAN/GRANT FUND
ADMINISTRATION (0 FTE)**
Supported by employees in General Fund Administration



SPECIAL REVENUE FUNDS – Are used to account for specific revenues that are restricted to expenditures for particular purposes.

RURAL DEVELOPMENT LOAN/GRANT FUND – The City has received a grant loan package from Rural Development to assist the city with the Phase II construction for the sewer plant upgrade. The package consist of a loan for \$6,540,000.00 and grant for \$2,530,000.00.

CITY OF CANYONVILLE
BUDGET SUMMARY FOR RURAL DEVELOPMENT LOAN FUND #34

The City of Canyonville attended a one stop financing meeting in 2012 for phase 2 of the sewer plant upgrade. The funding scenario presented at the one stop was to fund the \$10,501,900.00 project with a loan/grant from Rural Development in the amount of \$4,950,950.00 and a grant/loan from Oregon Infrastructure Financing in the amount of \$4,950,950.00. The remaining \$600,000.00 is to come from City funds. Since the original meeting the construction costs have escalated the total project cost to \$11,289,000.00.

However, the good news is the City was able to negotiate an awesome funding package from Rural Development and has received the following funding:

Rural Development Loan	\$6,540,000.00
Rural Development Grant	\$2,530,000.00
City share	\$ 419,000.00
Total	\$9,489,000.00

This money will not be spent until the actual construction begins which will hopefully be in the summer of 2018.

TOTAL REVENUE: **\$9,070,000.00**

Loan Revenue 33-00-46181: The city will receive reimbursement for money expended on this project as costs occur through an interim loan from DEQ. Rural Development will pay the City once the project is complete and those funds will be used to repay the DEQ loan.

MATERIAL AND SERVICES:

Legal 34-10-62410: \$ 5,000.00

Engineering Services 34-10-64281: \$ 0.00
The Engineering Design will be paid through IFA funding

Administration Fees 34-10-65100: \$ 37,200.00

Other Services 34-10-65140: \$ 90,000.00
This line includes value engineering and labor standards.

Construction Services 34-10-67100: \$8,075,800.00
This includes construction cost and management

CONTINGENCY:

Operating Contingency 34-10-65010: \$ 862,000.00

TOTAL EXPENSES **\$9,070,000.00**

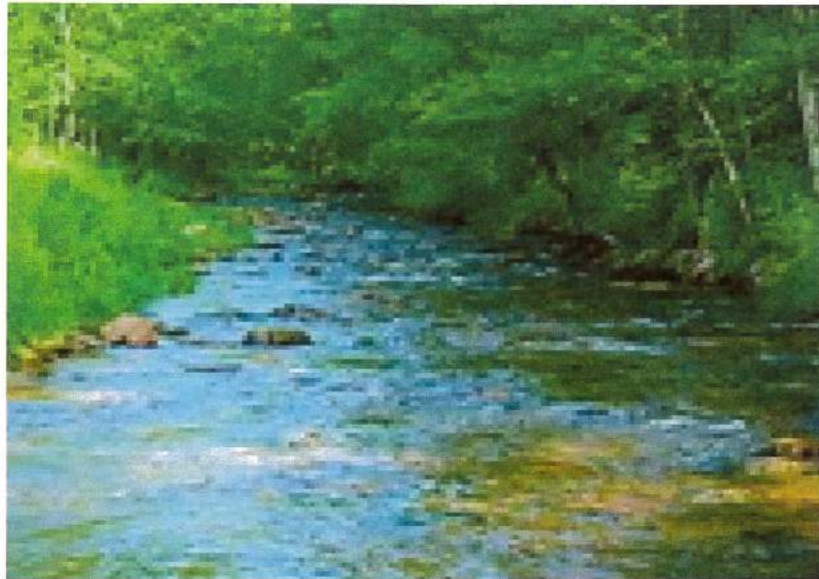
2016	2017	2018	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
0	0	0.00	0.00	34 R1 41000	RURAL DEVELOPMENT 2015 REVENUES Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	45000	Interest Earned	0.00	0.00	0.00	0.00	0.00	0.00
0	0	9,070,000.00	0.00	46181	Rural Dev. Grant/Loan Revenue	0.00	9,070,000.00	9,070,000.00	9,070,000.00	9,070,000.00	9,070,000.00
0	0	9,070,000	0		REVENUES Totals:	0.00	9,070,000	9,070,000	9,070,000	9,070,000	9,070,000
0	0	9,070,000	0		REVENUES TOTALS:	0.00	9,070,000	9,070,000	9,070,000	9,070,000	9,070,000

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	5,000.00	0.00	10 02 62410	ADMINISTRATION MATERIALS & SERVICES Legal	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0	0	0.00	0.00	64281	Engineering	0.00	0.00	0.00	0.00	0.00
0	0	37,200.00	0.00	65100	Administration Fees	0.00	37,200.00	37,200.00	37,200.00	37,200.00
0	0	90,000.00	0.00	65140	Other Services	0.00	90,000.00	90,000.00	90,000.00	90,000.00
0	0	8,075,800.00	0.00	67100	Construction Services	0.00	8,075,800.00	8,075,800.00	8,075,800.00	8,075,800.00
0	0	8,208,000	0	06	MATERIALS & SERVICES Totals	0.00	8,208,000	8,208,000	8,208,000	8,208,000
0	0	862,000.00	0.00	65010	CONTINGENCY Operating Contingencies	0.00	862,000.00	862,000.00	862,000.00	862,000.00
0	0	862,000	0		CONTINGENCY Totals:	0.00	862,000	862,000	862,000	862,000
0	0	9,070,000	0		EXPENDITURES TOTALS:	0.00	9,070,000	9,070,000	9,070,000	9,070,000
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
0	0	9,070,000	0		DEPT EXPENSES	0.00	9,070,000	9,070,000	9,070,000	9,070,000
0	0	(9,070,000)	0		ADMINISTRATION Totals:	0.00	(9,070,000)	(9,070,000)	(9,070,000)	(9,070,000)

2016	2017	2018	2018	2018	Description	FTE	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
0	0	9,070,000	0		FUND REVENUES	0.00	9,070,000	9,070,000	9,070,000	9,070,000	9,070,000
0	0	9,070,000	0		FUND EXPENSES	0.00	9,070,000	9,070,000	9,070,000	9,070,000	9,070,000
0	0	0	0		RURAL DEVELOPMENT 2015 TC	0.00	0	0	0	0	0

CITY OF CANYONVILLE
CDBG LOAN FUND 36
CANYON CREEK RESTORATION
SPECIAL REVENUE FUND

CANYON CREEK RESTORATION ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration



The City of Canyonville obtained a Drinking Water Source Protection grant for \$30,000.00 from Business Oregon on behalf of the Partnership for the Umpqua River organization. This grant was only available to Cities, so we agreed to apply for the grant and run the expenses through the City's budget. The City is not obligated to the expenditure of any city funds under this grant. A contract was developed between The Partnership and the City which outlines the responsibilities and tasks that must be completed by the Partnership.

CITY OF CANYONVILLE
BUDGET SUMMARY FOR CANYON CREEK RESORATION FUND #36

The City of Canyonville obtained a Drinking Water Source Protection grant for \$30,000.00 from Business Oregon on behalf of the Partnership for the Umpqua River organization. This grant was only available to Cities, so we agreed to apply for the grant and run the expenses through the City's budget. The City is not obligated to the expenditure of any city funds under this grant. A contract was developed between The Partnership and the City which outlines the responsibilities and tasks that must be completed by the Partnership.

TOTAL REVENUE: **\$30,000.00**

Drinking Water Grant

MATERIAL AND SERVICES:

Contracting/Inspection 36-10-61460: The grant allocates \$21,500.00 for this task

Design Consulting/Permits 36-10-64800: The grant allocates \$8,500.00 for this task.

TOTAL EXPENSES **\$30,000.00**

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	36 RI 41000	CANYON CREEK RESTORATIO REVENUES Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	46181	Drinking Water Grant	0.00	30,000.00	30,000.00	30,000.00	30,000.00
0	0	0	0		REVENUES Totals:	0.00	30,000	30,000	30,000	30,000
0	0	0	0		REVENUES TOTALS:	0.00	30,000	30,000	30,000	30,000

2016	2017	2018	2018	2018	2019	2019	2019	2019	2019	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10 02 61640	ADMINISTRATION MATERIALS & SERVICES Contracting/Inspection	0.00	21,500.00	21,500.00	21,500.00	21,500.00
0	0	0.00	0.00	64800	Design Consulting/Permits	0.00	8,500.00	8,500.00	8,500.00	8,500.00
0	0	0	0		MATERIALS & SERVICES Totals	0.00	30,000	30,000	30,000	30,000
0	0	0	0		EXPENDITURES TOTALS:	0.00	30,000	30,000	30,000	30,000
0	0	0	0		DEPT REVENUES	0.00	0	0	0	0
0	0	0	0		DEPT EXPENSES	0.00	30,000	30,000	30,000	30,000
0	0	0	0		ADMINISTRATION Totals:	0.00	(30,000)	(30,000)	(30,000)	(30,000)

2016	2017	2018	2018	2018	2019			2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0	0		FUND REVENUES	0.00	30,000	30,000	30,000	30,000
0	0	0	0		FUND EXPENSES	0.00	30,000	30,000	30,000	30,000
0	0	0	0		CANYON CREEK RESTORATIO	0.00	0	0	0	0

2016	2017	2018	2018	2018	2019			2019	2019	2019
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
6,527,419	7,085,787	17,829,013	7,650,366		REPORT REVENUES	0.00	18,411,323	18,411,323	18,411,323	18,411,323
2,215,537	2,126,601	17,829,013	2,329,047		REPORT EXPENSES	8.10	18,411,323	18,411,323	18,411,323	18,411,323
4,311,882	4,959,186	0	5,321,319		REPORT TOTALS:	(8.10)	0	0	0	0

Affidavit of Publication

The News-Review
OF DOUGLAS COUNTY

Roseburg, Oregon

ISSUED DAILY EXCEPT MONDAY

STATE OF OREGON }
COUNTY OF DOUGLAS } ss.

I, DANIEL MCCUE, being first duly sworn, depose and say that I am the CHIEF FINANCIAL OFFICER, of The News-Review, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed and published at Roseburg in the aforesaid county and state; that the

#4791 Legal Notice of Budget Hearing

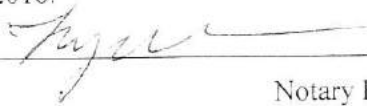
a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 successive and consecutive days in the following issue:

May 26, 2018

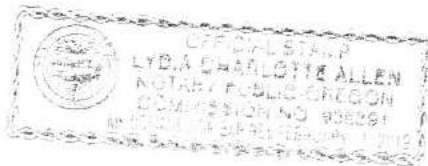
The fee actually charged by such newspaper for such publication is \$425.25



Subscribed and sworn to before me this 5th day of June, 2018.



Notary Public of Oregon



TOTAL OF ALL FUNDS		Actual Amount 2016-2017	Adopted Budget This Year 2017-2018	Approved Budget Next Year 2018-2019
Beginning Fund Balance/Net Working Capital		\$4,311,878.00	\$4,477,158.00	\$5,364,435.00
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges		\$1,401,606.00	\$1,366,590.00	\$1,361,890.00
Federal, State and All Other Grants, Gifts, Allocations and Donations		\$282,836.00	\$10,962,836.00	\$10,681,468.00
Revenue from Bonds and Other Debt		\$0.00	\$46,584.00	\$0.00
Interfund Transfers / Internal Service Reimbursements		\$749,013.00	\$717,935.00	\$735,100.00
All Other Resources Except Property Taxes		\$54,017.00	\$27,430.00	\$31,930.00
Property Taxes Estimated to be Received		\$266,438.00	\$236,500.00	\$236,500.00
Total Resources		\$7,085,786.00	\$17,829,013.00	\$18,411,323.00

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
	Actual Amount 2016-2017	Adopted Budget This Year 2017-2018	Approved Budget Next Year 2018-2019
Personnel Services	\$659,100.00	\$635,270.00	\$666,370.00
Materials and Services	\$777,140.00	\$1,115,739.00	\$10,894,131.00
Capital Outlay	\$3,632,962.00	\$4,073,090.00	\$4,960,341.00
Debt Service	\$59,985.00	\$50,100.00	\$26,000.00
Interfund Transfers	\$704,013.00	\$672,935.00	\$690,100.00
Contingencies	\$1,210,196.00	\$1,161,557.00	\$1,131,618.00
Special Payments			
Unappropriated Ending Balance and Reserved for Future Expenditure	\$242,389.00	\$98,322.00	\$52,763.00
Total Requirements	\$7,085,786.00	\$17,829,013.00	\$18,411,323.00

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program	Actual Amount 2016-2017	Adopted Budget This Year 2017-2018	Approved Budget Next Year 2018-2019
GENERAL FUND TOTAL	\$802,254.00	\$732,200.00	\$726,500.00
FTE	2	2	2
STREET FUND TOTAL	\$351,452.00	\$339,400.00	\$380,100.00
FTE	1	1	1
WATER FUND TOTAL	\$671,153.00	\$387,000.00	\$599,700.00
FTE	2	2	2
SEWER FUND TOTAL	\$1,080,856.00	\$1,089,864.00	\$1,035,400.00
FTE	3	3	2
Non-Departmental / Non-Program total	\$4,070,071.00	\$15,809,449.00	\$15,668,623.00
FTE			
Total Requirements	\$7,085,786.00	\$17,829,013.00	\$18,411,323.00
Total FTE	8	8	7

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *			
The City of Canyonville is under a mandate to upgrade the sewer plant. A master plan was developed in 2010 which established two phases for the upgrade. Phase 1 was completed in fiscal year 2015-16 with a Community Development Block Grant. The City has secured the following funding for phase 2 which is reflected in this years budget: USDA Loan \$6,540,000.00; USDA Grant \$2,530,000.00; Infrastructure Financing Loan \$1,000,000.00; Infrastructure financing grant \$900,000.00; City contribution \$419,000.00. Total project cost \$11,289,000.00. Last year the Council decided to not increase the sewer rate as the City was able to secure approximately 50% of the funding in grants.			

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit 3.2303 per \$1,000)	3.2303	3.2303	3.2303
Local Option Levy			
Levy For General Obligation Bonds	\$11,000.00	\$0.00	\$0.00

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings	\$23,606	
Total	\$23,606	

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet or add sheets. You may delete unused lines.
#4791 Pub. Dates: May 26, 2018

RESOLUTION NO. 659

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF CANYONVILLE ADOPTING THE 2017-2018 BUDGET, MAKING
APPROPRIATIONS, IMPOSING TAXES AND CATEGORIZING TAXES**

1. **BE IT RESOLVED** that the Canyonville City Council hereby adopts the budget for fiscal year 2018-2019 in the total sum of \$18,411,323.00 now on file at City Hall.
2. **BE IT RESOLVED** that the amounts for the fiscal year beginning July 1, 2018, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND 01

Administration Department 10

Personnel Services	\$ 135,750.00
Materials and Services	\$ 216,450.00
Transfers	\$ 94,000.00
Contingency	<u>\$ 123,805.00</u>
TOTAL	\$ 570,005.00

City/County Library Department 11

Materials and Services	<u>\$ 3,825.00</u>
TOTAL	\$ 3,825.00

Pioneer Park Department 14

Materials and Services	\$ 18,800.00
Capital Outlay	<u>\$ 500.00</u>
TOTAL	\$ 19,300.00

Community Projects Fund Department 16

Materials and Services	<u>\$ 1,200.00</u>
TOTAL	\$ 1,200.00

Public Officials Department 17

Personnel Services	\$ 75.00
Materials and Services	<u>\$ 2,150.00</u>
TOTAL	\$ 2,225.00

YMCA – So. County Comm. Ctr. 20

Materials and Services	<u>\$ 2,600.00</u>
TOTAL	\$ 2,600.00

Municipal Court Department 40

Personnel Services	\$ 7,545.00
Materials and Services	<u>\$ 6,000.00</u>
TOTAL	\$ 13,545.00

Planning and Community Development Department 50

Materials and Services	<u>\$ 12,500.00</u>
TOTAL	\$ 12,500.00

Auxiliary/Support Services Department 60

Materials and Services		<u>\$ 101,300.00</u>
	TOTAL	\$ 101,300.00

Total General Fund Appropriation

\$ 726,500.00

STREET TAX FUND 02

Personnel Services	\$ 40,300.00
Materials and Services	\$ 40,533.00
Capital Outlay	\$ 216,000.00
Transfers	\$ 31,100.00
Contingency	\$ 52,167.00

Total Street Tax Fund Appropriation

\$ 380,100.00

WATER FUND 06

Personnel Services	\$ 243,450.00
Materials and Services	\$ 196,329.00
Capital Outlay	\$ 21,925.00
Transfers	\$ 75,000.00
Contingency	\$ 60,996.00
Debt Service	\$ 2,000.00

Total Water Fund Appropriation

\$ 599,700.00

SEWER FUND 07

Personnel Services	\$ 229,250.00
Materials and Services	\$ 249,500.00
Capital Outlay	\$ 10,000.00
Transfers	\$ 490,000.00
Contingency	\$ 32,650.00
Debt Service	\$ 24,000.00

Total Sewer Fund Appropriation

\$ 1,035,400.00

EQUIPMENT REPLACEMENT FUND 08

Capital Outlay	\$ 215,669.00
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Total Equipment Fund Appropriation

\$ 215,669.00

DAM BOND AND INTEREST FUND 16

Capital Outlay	\$ -0-
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Total Dam Bond and Interest Fund Appropriation

\$ -0-

BIKEWAY/FOOTPATH FUND 17

Capital Outlay	\$ 17,860.00
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Total Bikeway/Footpath Fund Appropriation

\$ 17,860.00

WATER SYSTEM DEVELOPMENT FUND 20

Materials and Services	\$ 171,840.00
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Total Water System Dev. Fund Appropriation

\$ 171,840.00

WASTEWATER SYSTEM DEVELOPMENT FUND 21

Materials and Services	\$ 115,500.00
Capital Outlay	\$ 729,322.00

Total Waste Water System Dev. Fund Appropriation

\$ 844,822.00

SOUTH COUNTY COMMUNITY CENTER FUND 24		
Capital Outlay	\$ 14,568.00	
Total South County Community Center Fund Appropriation		<u>\$ 14,568.00</u>
CAPITAL RESERVE - WATER 26		
Materials and Services	\$ 20,000.00	
Capital Outlay	\$ 476,010.00	
Total Capital Reserve - Water Fund Appropriation		<u>\$ 496,010.00</u>
CAPITAL RESERVE - SEWER 27		
Capital Outlay	\$2,850,852.00	
Total Capital Reserve - Sewer Fund Appropriation		<u>\$2,850,852.00</u>
O'SHEA CREEK TIMBER FUND 29		
Materials and Services	\$ 108,986.00	
Total O'Shea Creek Timber Fund Appropriation		<u>\$ 108,986.00</u>
FACILITY RESERVE FUND 30		
Materials and Services	\$ 2,500.00	
Capital Outlay	\$ 407,635.00	
Total Facility Reserve Fund Appropriation		<u>\$ 410,135.00</u>
CDBG 2013 GRANT FUND 32		
Materials and Services	\$ -0-	
Total CDBG 2013 Grant Fund Appropriation		<u>\$ -0-</u>
IFA LOAN FUND 33		
Materials and Services	\$1,386,118.00	
Total IFA Loan Fund Appropriation		<u>\$1,386,118.00</u>
RURAL DEVELOPMENT LOAN FUND 34		
Materials and Services	\$8,208,000.00	
Contingency	\$ 862,000.00	
Total RD Loan Fund Appropriation		<u>\$9,070,000.00</u>
CANYON CREEK RESTORATION FUND 36		
Materials and Services	\$ 30,000.00	
Total CC Restoration Fund Appropriation		<u>\$ 30,000.00</u>
 <u>TOTAL BUDGET APPROPRIATION</u>		 <u>\$ 18,358,560.00</u>

Note: For the purpose of balancing the foregoing appropriations with the budget document, the Un-appropriated and Reserved for Future Expenditure fund balances are shown below:

Un-appropriated Ending Fund Balances	\$52,763.00	
Total Un-appropriated Ending Fund Balances		<u>\$ 52,763.00</u>
Reserves for Future Expenditures		
Sewer – 07	\$ 0.00	

Total Reserves for Future Expenditures

\$ 0.00

Grand Total-Unappropriated & Reserves

\$ 52,763.00

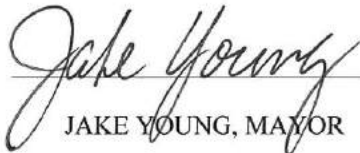
IT RESOLVED that the Canyonville City Council hereby imposes the taxes provided for in the adopted budget at the rate of \$3.2303 per \$1,000 of assessed value for operations. These taxes are hereby imposed and categorized for tax year 2018-2019 upon the assessed value of all taxable property within the City.

	General Government Limitation	Excluded from Limitation
General Fund Rate	3.2303/\$1,000	

3. **BE IT RESOLVED** that the Canyonville City Recorder is hereby instructed to certify to the County Clerk and County Assessor, on or before July 15th, 2018 tax levy set by this resolution and shall file with them a copy of the budget as adopted herein.

ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF JUNE 2018.

SIGNED BY THE MAYOR THIS 4th DAY OF June, 2018



JAKE YOUNG, MAYOR

ATTEST:



Janelle Evans, City Administrator/Recorder

I certify that a public hearing before the Budget Committee was held on May 17, 2018 and a public hearing before the City Council was held on June 4, 2018, giving citizens an opportunity to comment on use of State Revenue Sharing.



Attest, City Administrator/Recorder, Janelle Evans

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

FORM LB-50 2018-2019

To assessor of Douglas County

Check here if this is an amended form.

• Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The City of Canyonville has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of Douglas County. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

<u>PO Box 765</u> <small>Mailing Address of District</small>	<u>Canyonville</u> <small>City</small>	<u>Oregon</u> <small>State</small>	<u>97417</u> <small>ZIP code</small>	<u>June 4, 2018</u> <small>Date</small>
<u>Janelle Evans</u> <small>Contact Person</small>	<u>City Administrator/Recorder</u> <small>Title</small>	<u>541-839-4258</u> <small>Daytime Telephone</small>	<u>cityadministrator@cityofcanyonville.com</u> <small>Contact Person E-Mail</small>	

CERTIFICATION - You **must** check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit)	1		
2. Local option operating tax	2		
3. Local option capital project tax	3		Excluded from Measure 5 Limits Dollar Amount of Bond Levy
4. City of Portland Levy for pension and disability obligations	4		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0	

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	3.2303
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)