

CITY OF CANYONVILLE



ADOPTED BUDGET 2021-2022

CITY OF CANYONVILLE
250 N. Main Street, P.O. BOX 765
CANYONVILLE, OR 97417
PHONE: 541-839-4258
FAX: 541-839-4680
city@cityofcanyonville.com

CITY OF CANYONVILLE
DIRECTORY OF CITY OFFICIALS & EMPLOYEES
FISCAL YEAR 2021-2022

CITY COUNCIL MEMBERS

Jake Young, Mayor	(12-31-2022)
Judy Coleman, Councilor	(12-31-2024)
Alan Freeman, Council	(12-31-2024)
Louise Barton, Councilor	(12-31-2024)
Michael Young, Councilor	(12-31-2022)
Ralph Johannessen, Councilor	(12-31-2022)
Andrew Mather, Councilor	(12-31-2022)

ADMINISTRATIVE STAFF

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

PUBLIC WORKS STAFF

Robin Siegrist - Public Works & Wastewater Treatment Lead
John Raines - Water Treatment Operator
Keith Riddle - Waste Water Treatment Operator
Jeremy Mayfield - Utility Worker
Mitchell Nash - Utility Worker

BUDGET COMMITTEE MEMBERS IN ADDITION TO THE COUNCIL

Vacant	(Term ends 12-31-2020)
Brandi Gross	(Term ends 12-31-2020)
Vacant	(Term ends 12-31-2022)
Debra Hopkins	(Term ends 12-31-2022)
Christine Morgan	(Term ends 12-31-2021)
Vacant	(Term ends 12-31-2021)
Vacant	(Term ends 12-31-2021)

COMISSIONS AND ADVISORY BOARDS

PLANNING COMMISSION

John Emory, Chairman
Debbie Hopkins, Vice-Chairperson
Dave Hill
Henry Butler
Doug Sales
Vacant
Vacant

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)

BUDGET OFFICER'S MESSAGE 2021-2022 FISCAL YEAR

City of Canyonville Budget Committee

The attached 2021-2022 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, 2021 to June 30, 2022. As required by Oregon Budget Law, this Proposed Budget balances resources with expenditures.

The 2021-2022 Proposed City Budget is **\$9,797,103** which is **\$4,188,377** less than the 2020-2021 adopted City Budget. The decrease in the total budget is due primarily to the completion of the wastewater treatment project.

The Proposed Property Tax Levy for 2021-2022 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 taxable assessed value of \$97,720,233.00 is \$25,092,622.00 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 beginning July 1, 2019 and expires June 30, 2022.

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 deductible has increased to \$1,700.00 for one person and a \$3,400.00 for plans with 2 or more people. The premium for the Health Savings Plan has not increased this fiscal year. They have also increased the maximum out of pocket expenses for employees by \$1,100.00. This is a big change to the

plan, and we will explore other options. However, I am not sure we will find anything better.

- b) **Dental and Vision Insurance:** The dental and vision insurance rates stayed the same as this year. The City still provides the Insurance and pays 100% of the premium.
- c) **PERS Retirement:** There have been many changes to the PERS retirement which are scheduled to begin in July 1, 2020. One of the biggest changes is that employees will no longer get all the 6% that the City contributes to the employees IAP account. The IAP account is basically like an IRA what you have accumulated in there is what you get. Now a portion of what your employer pays goes to the unfunded liability and not the employee. Tier 1 and Tier 2 employees will have to pay 2.5% and all other employees will pay 0.75%.
- d) **Salary Increases:** The City has budgeted the maximum cost of living raise as 3% and left the annual step raise.

2. CONTINGENCIES - COMPARED TO PREVIOUS YEARS:

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
GENERAL	\$162,427	\$123,805	\$123,821	\$155,526	\$186,586
STREET	\$ 56,430	\$ 52,167	\$53,700	\$110,855	\$110,359
WATER	\$ 65,000	\$60,996	\$75,725	\$ 53,375	\$ 55,921
SEWER	\$ 35,700	\$32,650	\$33,350	\$ 35,250	\$ 43,320

II. SPECIFIC FUNDS OR DEPARTMENT:

GENERAL FUND (01)

Revenues:

The revenue for the general fund has increased by \$246,280.00 this fiscal year. This is basically due to receiving \$200,000 from The American Rescue Plan Act of 2021. We do not have the specific guidelines for how this money can be spent yet. The remainder is basically the carry over of unexpended expenses from last budget year.

Expenses:

PERSONNEL:

These expenses have increased by \$9,220.00 which is due to the increase in temporary help to allow for overlap in training of new employees.

MATERIALS & SERVICES:

There is a \$5,000.00 increase to materials and services for this budget due to the increase in the Douglas County Sheriff's contract

TRANSFERS:

Money is being transferred from General Fund to the Building Facility Reserve Fund. One project we would like to get completed next fiscal year is roof gutters and painting the remainder of the building painted.

STREET FUND (02)

Revenues:

The beginning fund balance was increased by \$30,000.00 this fiscal year since no paving projects were done last fiscal year.

The street department has been saving money 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:

Materials and services have increased by \$5,588.00 due to an increase to the storm drain maintenance.

CAPITAL OUTLAY:

The City relies heavily upon being awarded a Small City Allotment (SCA) Grant from Oregon Department of Transportation for paving projects. Last fiscal year we set up a Capital Improvement fund for the streets and transferred the money from the Capital outlay line item.

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 \$1,378.00 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 in 2017 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 is \$9,000.00 which will be paid from the capital reserve fund. This year \$35,000.00 is being transferred to pay off the loan.

A new Capital Improvement fund has been established for the street fund. Previously this money was held in the Capital Outlay line item. However, by establishing a special fund for the money it ensures the money will not get spent on general operating expenses in the future.

WATER FUND (06)

Revenues:

No new rate increase is proposed for this fiscal year.

The revenue for this fund was decreased by \$50,000.00 in FY 20-21 in anticipation of the completion of the new sewer plant. The new sewer plant will use reclaimed water which will result in the loss of \$50,000.00 to the water department. However, the sewer plant was not able to utilize reclaimed water until February 2021 which basically made up for the loss revenue due to COVID.

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:

Personal Services has only increased \$2,800.00 which is due to a small increase in wages.

MATERIALS AND SERVICES:

Materials and Services have decreased by \$1,556.00 due primarily to small decreases based off historic use.

TRANSFERS:

We are proposing to transfer \$128,000.00 to capital reserves. The only reason we can transfer that much this year is because of the increase in the beginning fund balance due to unexpended expenses.

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.

Small equipment replacement. This line item is for replacing equipment that cost 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. This line item has only been increased slightly this year.

SEWER FUND (07)

Revenues:

The City has completed the wastewater upgrade which was funded from multiple agencies and grants. DEQ provided interim financing for the project since Rural Development will not finance the project until it is completed. Once the project is complete Rural Development sells bonds to the Federal government on behalf of the City and loans the money to the City on a 40-year term. Since we were able to sell the bond before the interest rate went up, we saved \$40,000.00 a year on the payments which averages out to \$1.6 million over the 40 years. We also saved \$57,000.00 on the DEQ loan by paying it back early. In addition, we had a loan for \$1,000,000.00 from Infra Structure Financing and we only spent \$920,957.00 so we saved approximately \$10,000.00 a year for 20 years on this loan.

So, to be clear here is the City's total obligation for building the Sewer Plant.

Rural Development Loan for \$7,040,000.00 @1.25% interest 40-year term annual payment \$224,788.00

Water/Wastewater loan from Business Oregon Infrastructure Financing Authority (IFA) For \$920,957.00 @ 1.36 interest 25-year term annual payment \$44,821.84

Repayment for these debts has to come from the revenue generated by the sewer plant. Last fiscal year 20-21 we created a debt service fund and transferred money from the capital reserve to fund the first payments for both loans. We were advised that the two loans could not go in the same debt fund, so we created a new IFA debt fund and transferred that money out to the new fund.

Revenues:

The primary revenue source for this fund is the user fees of \$840,00.00 the additional \$200,000.00 comes from the carry over each year that does not get spent. We have been building the carry over up over the last ten years. Once that money is expended it will take a long time to build it up again. The annual loan payments for the sewer plant upgrade must come out of this revenue source. The anticipated annual payments will total approximately \$270,000.00. The revenue generated from the rate increases last year was \$420,000.00 so we will be lucky if we have \$150,000.00 annually to save for equipment and capital improvements. The upgrade did not include any work to the City's collection system, and we have already identified one project that is anticipated to cost approximately \$750,000.00.

Expenses:

PERSONNEL SERVICES:

Personnel Services has increased by \$4,420.00.00 from last year. The increase is primarily due from the union contracted wage increases plus some anticipated overtime due to the new plant.

MATERIALS AND SERVICES:

Overall materials and services have actually decreased by \$10,190 but with the completion of the new sewer plant costs have increased in some line item while decreasing in others. This is covered in more detail with the specific sewer fund summary.

TRANSFERS:

We were able to transfer \$429,000.00 to the Capital Reserve account this year only because we already transferred the expected loan payments to the debt fund last 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.

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.

The City used \$392,332.00 from the sewer systems development fee to fund part of the City's required share of the plant upgrade. This amount was transferred to the new fund #35 for tracking purposes.

SOUTH COUNTY COMMUNITY CENTER (24)

This account was set up as a reserve fund in 2014 to set aside money for any necessary improvements or repairs to the building when it was utilized by the YMCA. It is no longer leased to the YMCA it was leased to the South Umpqua School District last fiscal year and the lease makes insurance, maintenance and repairs the responsibility of the school district. No additional money will be put in this fund.

CAPITAL RESERVE FUNDS (25, 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.

Last fiscal year 20-21 there was a significant change to the Capital Reserve Fund for the sewer. A total of \$789,297.00 was transferred out of this fund to a new debt service fund #38. It was anticipated that the City would need to begin repaying the loans and setting aside the required loan reserves last fiscal year. However, no payments will be due until this fiscal year. The reserves will be required to be in place until the loans are paid off.

Last Fiscal year 20-21 the City had to replace a section of the Reynolds Street water line which was leaking between the Reynold Street Reservoir and water treatment plant. The cost of the repair was \$80,000.00.

A Capital reserve fund #25 has been established this year for the street department. Previously the money accumulating for a street paving project was saved within the operating budget for the streets. Establishing a reserve account will ensure that the money saved will not get reduced to cover increased operating costs.

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. One project that has been identified is painting the back of the building to match the front and installing a gutter system on the back of the building.

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. The sewer plant has been completed and this project has been closed out. The final loan amount was \$920,957.00 and a new debt service fund has been established to repay the loan.

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	<u>\$2,530,000.00</u>
Total	\$9,070,000.00

The additional grant/loan from Rural Development has been added into this account.

Rural Development Loan	\$ 500,000.00
Grant	<u>\$ 178,400.00</u>
Total	\$ 678,400.00

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.

The City has completed the sewer plant and Rural Development has provided the funds to the City to pay off the DEQ interim loan. The DEQ interim loan was paid off on March 25, 2021 in the amount of \$7,097,095.00.

CITY'S SHARE PHASE 2 SEWER PLANT UPGRADE (35)

The City was required to spend the City's share before the City could use any of the grant or loan funds from Rural Development. The City has expended their entire share which was 1,484,616.00. There is approximately \$100,000.00 left in this fund because some eligible costs were spent from the capital improvement fund prior to last year's budget. This money is being transferred back to the sewer capital reserve.

WASTEWATER UPGRADE DEBT FUND (38)

This fund was created last fiscal year 20-21 in anticipation of the completion of the sewer plant upgrade. The costs transferred to this fund were based on the anticipated loan payments. However, we were able to capitalize on a lower interest rate from Rural Development which reduced the annual payments by \$40,000.00. We also reduced the amount of loan from IFA and saved \$10,000.00 on the annual payment. We were also advised to separate the IFA debt from the

Rural Development Debt. All of these changes have been made and any remaining money is being transferred back to the Wastewater (Sewer) Capital Improvement fund:

WASTEWATER IFA LOAN DEBT FUND#39

The \$55,000.00 IFA payment that was previously listed in fund 38 has been transferred to this fund.

FINAL TOTAL DEBT FOR THE SEWER PLANT UPGRADE

The City has done a great job of controlling the expenses for the upgrade and completing the project under the project budget which has benefitted all of the citizens of Canyonville. This project has taken a long time to complete but we have a modern plant with the capabilities of producing effluent that is close to the quality of drinking water. It is able to meet all the DEQ regulations and should be able to meet any future regulations as well. We should all be proud of this project!

USDA Loan #1 annual payment	\$208,823.00
USDA Loan #2 annual payment (bid overage)	\$ 15,965.00
IFA Loan annual payment	\$ 44,821.84
Total annual payments	\$269,609.84

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 **\$9,797,103.00** 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, 2022.

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
STREET 25



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



CITY'S SHARE OF FUNDING FUND 35

PHASE 2 CONSTRUCTION



CANYON CREEK RESTORATION

FUND 36



USDA BOND DEBT

FUND 38

&

IFA LOAN DEBT

FUND 39

CITY OF CANYONVILLE GENERAL FUND 01 MAJOR GOVERNMENTAL FUND



GENERAL FUND ADMINISTRATION (1.75 FTE)

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

Jeremy Mayfield – Utility Worker (.05 FTE)

Mitch Nash – Utility Worker (.35 FTE)

Dawn Bennett – Finance Deputy Recorder (.35 FTE)

Suzie Rogers – 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.

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 \$1,925.00 a year to provide a sign board along the freeway that they rent out (DD-6).
 - The building that YMCA was renting is now being rented by the South Umpqua School District. They are contracted to pay \$1 a year for the use of the building and will be responsible for the maintenance of the building and building grounds. The City has a separate Fund No. 24 entitled South County Community Center, that repairs to the building are paid out of, as specified in the lease agreement under City obligations.

BUDGET SUMMARY FOR GENERAL FUND REVENUE

REVENUE:	Total	\$1,025,656.00
-----------------	--------------	-----------------------

Property taxes 01-00-43000: The City’s revenue from property taxes is staying the same as last year. There does not appear to be an increase in the delinquent tax rate for the City.

Franchise Revenues: The revenues are based on franchise agreements that have been negotiated between the City and the utility.

Fiber Optic Douglas Fast Net: Same as last budget year

Charter Cable: The revenue from Charter has increase \$3,000.00 due to the need for internet access for school children and working parents.

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

Electric Franchise---This revenue was impacted substantially by COVID with the closure of businesses. We hope it will increase this next budget year.

Gas Franchise---The revenue is being decreased slightly.

Municipal Court fines 01-00-44500: The revenue from court fines has increased slightly.

State Revenue Sharing 01-01-44810: is determined by the state based on the City's last certified population which is 1985.

Planning Review and Engineering Review: These fees are a pass through from 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 2019-20 so we will not be receiving another award until fiscal year 2021-22.

Covid Stimulus Funds: It is anticipated that the City will receive \$200,000.00 from the Federal Government to assist Cities with loss of revenue and extra expenses due to the pandemic. There will be restrictions on how this money can be spent but we have not been given guidelines yet.

Without the stimulus funds the entire increase in revenue for the General Fund is \$46,280.00 which is a carryover of unspent funds from last years budget.

General Ledger

Budget Analysis

User: bookkeeper

Printed: 07/06/2021 - 2:41PM

Fiscal Year: 2022



2019	2020	2021	2022	2022	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
433,197	443,360	320,000.00	444,709.00	01 RI 41000	GENERAL FUND REVENUES Beginning Fund Balance	0.00	370,000.00	370,000.00	370,000.00	370,000.00
290,505	298,987	250,000.00	291,000.00	43000	Current Property Taxes	0.00	250,000.00	250,000.00	250,000.00	250,000.00
10,745	8,717	5,000.00	10,000.00	43010	Prev Levied Taxes	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0	0	0.00	0.00	43015	Land Sales Dist.	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	43020	HERT (Heavy Equip Rental Tax)	0.00	580.00	580.00	580.00	580.00
15,307	11,821	7,000.00	12,000.00	43030	Cable TV Franchise	0.00	10,000.00	10,000.00	10,000.00	10,000.00
3,572	7,676	3,000.00	3,800.00	43035	Fiber Optics Franchise	0.00	3,000.00	3,000.00	3,000.00	3,000.00
66,395	65,658	60,000.00	56,000.00	43040	Electric Franchise	0.00	55,000.00	55,000.00	55,000.00	55,000.00
14,795	14,110	8,000.00	10,000.00	43050	Gas Franchise	0.00	7,000.00	7,000.00	7,000.00	7,000.00
4,105	3,726	3,700.00	1,500.00	43060	Telephone Franchise	0.00	2,000.00	2,000.00	2,000.00	2,000.00
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
4,175	3,588	3,500.00	3,800.00	44010	Business Licenses	0.00	3,100.00	3,100.00	3,100.00	3,100.00
9,592	12,039	9,000.00	12,400.00	44500	Municipal Court Fines	0.00	9,500.00	9,500.00	9,500.00	9,500.00
21,668	23,185	18,000.00	24,600.00	44810	State Revenue Sharing	0.00	21,000.00	21,000.00	21,000.00	21,000.00
2,397	2,149	1,800.00	1,800.00	44850	Cigarette Taxes	0.00	1,500.00	1,500.00	1,500.00	1,500.00
13,879	10,929	8,000.00	4,000.00	45000	Interest Earned	0.00	4,000.00	4,000.00	4,000.00	4,000.00
1,751	1,926	1,926.00	1,926.00	45110	Rental Income	0.00	1,926.00	1,926.00	1,926.00	1,926.00
1,081	1,792	300.00	1,100.00	49400	Miscellaneous Receipts	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	50.00	0.00	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
31,133	34,097	25,000.00	35,000.00	49610	Liquor Taxes	0.00	25,000.00	25,000.00	25,000.00	25,000.00
0	0	0.00	200,000.00	49620	COVID 19 Stimulus Funds	0.00	200,000.00	200,000.00	200,000.00	200,000.00
0	0	0.00	58,000.00	49630	Cares Act Grant Revenue	0.00	0.00	0.00	0.00	0.00

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			2022 Adopted	
							Requested	Proposed	Approved		
0	1,000	0.00	0.00	49640	DCLD Planning Grant	0.00	1,000.00	1,000.00	1,000.00	1,000.00	
2,275	1,535	1,000.00	500.00	49650	**Planning Admin Fees	0.00	1,000.00	1,000.00	1,000.00	1,000.00	
0	0	5,000.00	0.00	49652	**Planning Consultant Fees	0.00	5,000.00	5,000.00	5,000.00	5,000.00	
0	0	3,000.00	0.00	49654	**Engineering Consultant Fees	0.00	3,000.00	3,000.00	3,000.00	3,000.00	
803	510	400.00	100.00	49656	Permit/Fee Charges for Service	0.00	500.00	500.00	500.00	500.00	
1,025	300	700.00	100.00	49661	**Park Rent	0.00	500.00	500.00	500.00	500.00	
<hr/>											
973,399	992,104	779,376	1,217,335		REVENUES Totals:	0.00	1,025,656	1,025,656	1,025,656	1,025,656	
<hr/>											
973,399	992,104	779,376	1,217,335		REVENUES TOTALS:	0.00	1,025,656	1,025,656	1,025,656	1,025,656	

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 (0.40) 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:

\$180,700.00

The Personnel Services has increased in the General Fund by approximately \$5,100.00 which is due the following changes:

Part Time Help 01-10-61040: The summer help budget has been increased to \$10,000.00.

Temporary Help 01-10-61060: Is a new line item for temporary help in the office to cover for emergencies when needed.

PERS 01-10-61300: This line item has increased due to the increase in PERS rates.

Social Security 01-10-61400: Has stayed the same as last fiscal year budget.

Medical Insurance 01-10-61500: Decreased by \$4,500.00 due to one employee changing to employee only premium.

State unemployment 01-10-61450: The City's unemployment rate raised so this line has been increased by \$400.00.

MATERIALS AND SERVICES:

\$223,050.00

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 have increased by only \$6,000.00 from last year's budget due primarily to the following items:

Douglas County Sheriff 01-10-61650: The Sheriff's Department has increased their contract by 3% to \$191,000.00 for FY 2020-2021.

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.: The City's Springbrook Software, Microsoft email, and intranet have all been upgraded to the cloud, so we no longer have the server. The amount budgeted will stay the same as FY 2019-2020.

CONTINGENCY 01-10-65010: **\$155,526.00**
These funds are budgeted for emergencies and unexpected expenses for the whole fund. This year contingency has been increased by \$31,705.00. It is important to build up the contingency.

TRANSFERS: **\$67,260.00**

Transfer to Equipment Replacement Park 01-10-666022: \$5,000.00 is being transferred to equipment replacement to start saving for a new parks' mower.

Transfer to Facility Reserve – Gen. 01-10-69111: \$61,260.00 is being transferred to the facility reserve account to save for future projects relating to City Buildings.

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: **\$626,536.00**

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted	Adopted
37,126	42,209	43,500.00	43,500.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.65	44,500.00	44,500.00	44,500.00	44,500.00	44,500.00	44,500.00
0	0	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2,229	11,289	13,200.00	13,200.00	61027	Utility Worker - New	0.35	13,200.00	13,200.00	13,200.00	13,200.00	13,200.00	13,200.00
3,529	1,926	2,500.00	2,500.00	61029	Utility Worker	0.05	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
14,983	15,902	18,200.00	18,200.00	61030	Finance Deputy Recorder	0.35	18,950.00	18,950.00	18,950.00	18,950.00	18,950.00	18,950.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13,344	10,197	13,000.00	13,000.00	61035	Admin Assistant	0.35	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
2,855	7,833	10,000.00	0.00	61040	Part Time Help	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
0	0	2,500.00	0.00	61060	Temporary Help	0.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
0	0	500.00	0.00	61150	Overtime	0.00	500.00	500.00	500.00	500.00	500.00	500.00
19,210	23,943	29,000.00	25,000.00	61300	PERS Retirement	0.00	29,000.00	29,000.00	29,000.00	29,000.00	29,000.00	29,000.00
6,530	7,537	9,500.00	8,000.00	61400	Social Security (FICA)	0.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
1,240	1,910	2,600.00	2,600.00	61450	State Unemployment (SUTA)	0.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
29,564	30,139	35,000.00	30,000.00	61500	Medical Insurance	0.00	35,550.00	35,550.00	35,550.00	35,550.00	35,550.00	35,550.00
48	51	200.00	50.00	61550	Workers Benefit Fund Assessmen	0.00	220.00	220.00	220.00	220.00	220.00	220.00
493	1,101	1,000.00	750.00	61551	Workers Compensation	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
131,151	154,038	180,700	156,800		PERSONNEL SERVICES Totals:	1.75	189,920	189,920	189,920	189,920	189,920	189,920
179,863	185,259	191,000.00	190,000.00	02 61650	MATERIALS & SERVICES Douglas County (Sheriff)	0.00	196,000.00	196,000.00	196,000.00	196,000.00	196,000.00	196,000.00
3,614	6,097	10,000.00	5,000.00	61660	Technology Support & Maint.	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
3,449	311	2,600.00	2,600.00	62500	Dues & Memberships	0.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00
74	242	1,800.00	100.00	62501	Meals & Mileage	0.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00
0	0	2,500.00	200.00	62502	Conferences & Training	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
43	0	1,000.00	200.00	63300	Maintenance And Repair	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
3,262	3,431	4,000.00	3,000.00	64100	Printing And Postage	0.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
9,660	9,660	10,000.00	10,000.00	64150	Housing	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	0.00	58,000.00	64160	Cares Act Grant Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	0	150.00	0.00	64170	Drug Screen	0.00	150.00	150.00	150.00	150.00	150.00	150.00
200,000	205,000	223,050	269,100		MATERIALS & SERVICES Totals	0.00	228,050	228,050	228,050	228,050	228,050	228,050
20,000	10,000	5,000.00	5,000.00	05 69060	TRANSFERS Transfer To Equip Replace	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,000	1,000	1,000.00	1,000.00	69065	Transfer to So Co Comm Center	0.00	0.00	0.00	0.00	0.00
53,000	61,260	61,260.00	61,260.00	69111	Transfer to Facility Res.-City	0.00	60,000.00	60,000.00	60,000.00	60,000.00
20,000	20,000	0.00	0.00	69121	Transfer to Facility Res.-Park	0.00	0.00	0.00	0.00	0.00
94,000	92,260	67,260	67,260		TRANSFERS Totals:	0.00	65,000	65,000	65,000	65,000
0	0	155,526.00	0.00	06 65010	CONTINGENCY Operating Conting.	0.00	186,586.00	186,586.00	186,586.00	186,586.00
0	0	155,526	0		CONTINGENCY Totals:	0.00	186,586	186,586	186,586	186,586
425,151	451,298	626,536	493,160		EXPENDITURES TOTALS:	1.75	669,556	669,556	669,556	669,556
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
425,151	451,298	626,536	493,160		SECTION 2 EXPENSES	1.75	669,556	669,556	669,556	669,556
(425,151)	(451,298)	(626,536)	(493,160)		ADMINISTRATION Totals:	(1.75)	(669,556)	(669,556)	(669,556)	(669,556)

CITY OF CANYONVILLE
GENERAL FUND 01

CITY/COUNTY LIBRARY (11)

BUDGET SUMMARY FOR LIBRARY DEPARTMENT 11

In the Library fund we have increased the telephone funding by \$150.00 to accommodate for any rate increases. The Library funding for all the services have stayed the same as were provided to the Library when it was part of the Douglas County System.

TOTAL EXPENSES:

\$4,015.00

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
256	286	400.00	400.00	11	CITY/COUNTY LIBRARY					
				02	MATERIALS & SERVICES					
720	720	720.00	720.00	62110	Gas Heat	0.00	400.00	400.00	400.00	400.00
743	863	950.00	800.00	62120	Electricity	0.00	720.00	720.00	720.00	720.00
276	274	320.00	800.00	62200	Telephone	0.00	950.00	950.00	950.00	950.00
1,500	1,500	1,500.00	321.00	63400	Insurance Property/Liability	0.00	380.00	380.00	380.00	380.00
55	60	125.00	1,500.00	63558	Janitorial / Library	0.00	1,500.00	1,500.00	1,500.00	1,500.00
				64600	Supplies	0.00	125.00	125.00	125.00	125.00
3,551	3,703	4,015	3,866		MATERIALS & SERVICES Totals	0.00	4,075	4,075	4,075	4,075
3,551	3,703	4,015	3,866		EXPENDITURES TOTALS:	0.00	4,075	4,075	4,075	4,075
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
3,551	3,703	4,015	3,866		SECTION 2 EXPENSES	0.00	4,075	4,075	4,075	4,075
(3,551)	(3,703)	(4,015)	(3,866)		CITY/COUNTY LIBRARY Totals:	0.00	(4,075)	(4,075)	(4,075)	(4,075)

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: **\$20,000.00**

The Park's Department is included in the General Fund and funded by general fund revenue. This fiscal year \$20,000.00 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.

MATERIALS & SERVICES: **\$19,500.00**

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 there has been no increase to the budget this fiscal year.

Insurance Property/Liability 01-14-64400: This line item is staying the same as last year's budget.

Supplies 01-14-64150: As stayed the same as last year's budget.

Park deposit refund 01-14-64161: This line item was added in 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: **\$20,000.00**

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
3,676	2,579	5,000.00	2,500.00	14 02 62120	PIONEER PARK MATERIALS & SERVICES Electricity	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,656	1,643	2,100.00	1,930.00	63400	Insurance Property/Liability	0.00	2,300.00	2,300.00	2,300.00	2,300.00
3,168	3,090	6,000.00	2,800.00	63550	Building and Grounds Maint	0.00	6,000.00	6,000.00	6,000.00	6,000.00
1,296	829	3,000.00	1,000.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00
575	875	700.00	0.00	64161	Park Deposit Refund	0.00	700.00	700.00	700.00	700.00
497	714	700.00	700.00	64300	Vehicle - Fuel	0.00	700.00	700.00	700.00	700.00
244	148	500.00	500.00	64306	Equipment - Fuel	0.00	500.00	500.00	500.00	500.00
462	54	1,500.00	200.00	64308	Equipment - Maintenance	0.00	1,500.00	1,500.00	1,500.00	1,500.00
11,573	9,933	19,500	9,630		MATERIALS & SERVICES Totals	0.00	19,700	19,700	19,700	19,700
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	0	500.00	0.00	66550	Park Improvement Donation	0.00	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	0	500	0		CAPITAL OUTLAY Totals:	0.00	500	500	500	500
11,573	9,933	20,000	9,630		EXPENDITURES TOTALS:	0.00	20,200	20,200	20,200	20,200
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
11,573	9,933	20,000	9,630		SECTION 2 EXPENSES	0.00	20,200	20,200	20,200	20,200
(11,573)	(9,933)	(20,000)	(9,630)		PIONEER PARK Totals:	0.00	(20,200)	(20,200)	(20,200)	(20,200)

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 No. 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:

Special Olympics	\$15.00
MC Elks Scholarship	\$25.00
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

TOTAL EXPENSES **\$1,200.00**

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
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
190	100	700.00	200.00	64167	Donations	0.00	700.00	700.00	700.00	700.00
190	100	1,200	200		MATERIALS & SERVICES Totals	0.00	1,200	1,200	1,200	1,200
190	100	1,200	200		EXPENDITURES TOTALS:	0.00	1,200	1,200	1,200	1,200
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
190	100	1,200	200		SECTION 2 EXPENSES	0.00	1,200	1,200	1,200	1,200
(190)	(100)	(1,200)	(200)		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.

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted
34	36	50.00	17 01 61551	PUBLIC OFFICIALS PERSONNEL SERVICES Workers Compensation	0.00	75.00	75.00	75.00	75.00	75.00
34	36	75	50	PERSONNEL SERVICES Totals:	0.00	75	75	75	75	75
106	0	0.00	02 62500	MATERIALS & SERVICES Dues & Memberships	0.00	100.00	100.00	100.00	100.00	100.00
0	0	0.00	62501	Conferences & Training	0.00	200.00	200.00	200.00	200.00	200.00
1,500	1,500	1,500.00	63554	Janitorial / Council Room	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
0	0	0.00	64100	Printing and Postage	0.00	75.00	75.00	75.00	75.00	75.00
45	0	0.00	64150	Supplies	0.00	75.00	75.00	75.00	75.00	75.00
0	0	0.00	64155	Meals & Mileage	0.00	200.00	200.00	200.00	200.00	200.00
1,651	1,500	1,500		MATERIALS & SERVICES Totals	0.00	2,150	2,150	2,150	2,150	2,150
1,685	1,536	1,550		EXPENDITURES TOTALS:	0.00	2,225	2,225	2,225	2,225	2,225
0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0	0
1,685	1,536	1,550		SECTION 2 EXPENSES	0.00	2,225	2,225	2,225	2,225	2,225
(1,685)	(1,536)	(1,550)		PUBLIC OFFICIALS Totals:	0.00	(2,225)	(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 South Umpqua School District through a lease agreement. In the lease agreement dated: August 19, 2021, South Umpqua School District is responsible for the maintenance of the building and building grounds. They also are responsible to obtain insurance, with insurer satisfactory to the City, naming both City and Tenant as insureds against all liability.

Council Adopted Resolution No. 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.

As long as the School District continues to lease the building there will be no revenue or expense for this fund.

REVENUES: **\$00.00**

The revenues come from the General Fund.

MATERIALS & SERVICES: **\$00.00**

Insurance Property/Liability 01-20-63400: This line item is not being budgeted this year.

Building and Grounds 01-20-63550: This line item is not being budgeted this year.

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated Account	Description	FTE	2022			2022 Approved	2022 Adopted
						Requested	Proposed	Adopted		
			20	YMCA - So. County Comm. Ctr.						
			02	MATERIALS & SERVICES						
1,346	1,335	1,600.00	63400	Insurance Property/Liability	0.00	0.00	0.00	0.00	0.00	0.00
29	31	1,000.00	63550	Building/Grounds Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
1,375	1,366	2,600	1,650	MATERIALS & SERVICES Totals	0.00	0	0	0	0	0
1,375	1,366	2,600	1,650	EXPENDITURES TOTALS:	0.00	0	0	0	0	0
0	0	0	0	SECTION 2 REVENUES	0.00	0	0	0	0	0
1,375	1,366	2,600	1,650	SECTION 2 EXPENSES	0.00	0	0	0	0	0
(1,375)	(1,366)	(2,600)	(1,650)	YMCA - So. County Comm. Ctr. Totals	0.00	0	0	0	0	0

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: **\$ 9,500.00**

A new Intergovernmental Agreement with Douglas County Municipal Court has been entered into by the City. The revenues will continue to be split 50/50 with the only difference being the court costs will not go to the City.

PERSONNEL SERVICES: **\$ 0.00**

Douglas County Municipal Court has a new Intergovernmental Agreement with the City which eliminates any obligations to the City to pay the Municipal Court Judge and clerks directly.

MATERIALS & SERVICES: **\$ 9,500.00**

The County, State and Judicial Dept fines are paid out of this department. The City retains 43% of the fines collected.

TOTAL EXPENSES: **\$ 9,500.00**

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			2022 Approved	2022 Adopted	
							Requested	Proposed	Approved			
				40	MUNICIPAL COURT							
				01	PERSONNEL SERVICES							
3,072	0	0.00	0.00	61015	Municipal Judge	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2,016	0	0.00	0.00	61016	Municipal Clerk	0.00	0.00	0.00	0.00	0.00	0.00	0.00
720	0	0.00	0.00	61300	PERS Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
389	0	0.00	0.00	61400	Social Security (FICA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
86	0	0.00	0.00	61450	State Unemployment (SUTA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0	0.00	0.00	61550	Workers Benefit Fund Assessmen	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	2	0.00	0.00	61551	Workers Compensation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6,297	2	0	0		PERSONNEL SERVICES Totals:	0.00	0	0	0	0	0	0
3,380	6,234	5,000.00	7,000.00	02	MATERIALS & SERVICES							
1,750	1,820	2,000.00	2,400.00	62461	County Portion MC Fines	0.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
				62462	State Portion MC Fines	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
5,130	8,054	7,000	9,400		MATERIALS & SERVICES Totals	0.00	9,500	9,500	9,500	9,500	9,500	9,500
11,427	8,056	7,000	9,400		EXPENDITURES TOTALS:	0.00	9,500	9,500	9,500	9,500	9,500	9,500
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0	0	0
11,427	8,056	7,000	9,400		SECTION 2 EXPENSES	0.00	9,500	9,500	9,500	9,500	9,500	9,500
(11,427)	(8,056)	(7,000)	(9,400)		MUNICIPAL COURT Totals:	0.00	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)

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 revenue for this department is 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.

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
				50	PLANNING & COMM DEVELOP					
				02	MATERIALS & SERVICES					
				62410	Legal Services	0.00	2,000.00	2,000.00	2,000.00	2,000.00
0	0	2,000.00	0.00	64100	Printing & Postage	0.00	1,000.00	1,000.00	1,000.00	1,000.00
8	0	1,000.00	0.00	64281	Engineering	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	1,000.00	0.00	64650	Planning Commission	0.00	500.00	500.00	500.00	500.00
0	0	500.00	0.00	64862	**Engineering/Consultant	0.00	3,000.00	3,000.00	3,000.00	3,000.00
0	495	3,000.00	0.00	64864	**Planning/Consultant	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0	49	5,000.00	0.00							
8	544	12,500	0		MATERIALS & SERVICES Totals	0.00	12,500	12,500	12,500	12,500
8	544	12,500	0		EXPENDITURES TOTALS:	0.00	12,500	12,500	12,500	12,500
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
8	544	12,500	0		SECTION 2 EXPENSES	0.00	12,500	12,500	12,500	12,500
(8)	(544)	(12,500)	0		PLANNING & COMM DEVELOP	0.00	(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.
- Streetlights were added to the general fund in 2009-2010 and taken from the Street fund.
- Legal Services and Audit 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:

\$306,400.00

The revenue for this department comes from the general fund revenues.

MATERIAL AND SERVICES:

The expenses covered by this fund do not normally fluctuate much, however, this year there were a few. We needed to add a line item for tracking the COVID stimulus funds.

COVID 19 STIMULUS EXPENSE 01-60-63605. It is anticipated the City will receive \$200,000.00 through the COVID Stimulus package from the Federal Government. These funds will have specific criteria as to how they can be spent. However, that information is not available yet.

Audit services 01-60-62430 has been increased by \$2,200.00 for single audit on the sewer plant loans and grants.

TOTAL EXPENSES

\$306,400.00

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			Adopted	
							Requested	Proposed	Approved		
				60	AUX/SUPPORT SERVICES						
				02	MATERIALS & SERVICES						
1,534	1,206	2,500.00	2,500.00	62110	Gas Heat	0.00	2,500.00	2,500.00	2,500.00	2,500.00	
4,966	4,895	7,000.00	5,000.00	62120	Electricity	0.00	7,000.00	7,000.00	7,000.00	7,000.00	
25,765	25,084	29,000.00	27,000.00	62122	Street Lights/Power	0.00	29,000.00	29,000.00	29,000.00	29,000.00	
4,812	5,454	6,500.00	6,000.00	62200	Telephone	0.00	6,500.00	6,500.00	6,500.00	6,500.00	
7,906	2,149	15,000.00	5,000.00	62410	Legal Services	0.00	15,000.00	15,000.00	15,000.00	15,000.00	
450	0	2,000.00	900.00	62420	Ord. Codif. Service	0.00	2,000.00	2,000.00	2,000.00	2,000.00	
475	549	800.00	550.00	62425	OGEC Assessment	0.00	800.00	800.00	800.00	800.00	
13,750	16,425	20,200.00	17,700.00	62430	Audit Services	0.00	22,500.00	22,500.00	22,500.00	22,500.00	
443	394	800.00	600.00	62450	Publish Budget	0.00	1,200.00	1,200.00	1,200.00	1,200.00	
5,728	6,663	7,800.00	7,136.00	63400	Insurance Property/Liability	0.00	8,000.00	8,000.00	8,000.00	8,000.00	
1,160	2,185	3,000.00	1,500.00	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	
0	0	0.00	200,000.00	63605	COVID19 Stimulus Expense	0.00	200,000.00	200,000.00	200,000.00	200,000.00	
2,308	2,579	3,000.00	1,500.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00	
1,671	1,939	2,200.00	2,200.00	64156	Bank Charges	0.00	2,400.00	2,400.00	2,400.00	2,400.00	
1,111	83	500.00	500.00	64900	Miscellaneous Expense	0.00	500.00	500.00	500.00	500.00	
					MATERIALS & SERVICES Totals	0.00	306,400	306,400	306,400	306,400	
75,079	72,604	103,300	281,086								
					EXPENDITURES TOTALS:	0.00	306,400	306,400	306,400	306,400	
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0	
75,079	72,604	103,300	281,086		SECTION 2 EXPENSES	0.00	306,400	306,400	306,400	306,400	
(75,079)	(72,604)	(103,300)	(281,086)		AUX/SUPPORT SERVICES Totals	0.00	(306,400)	(306,400)	(306,400)	(306,400)	

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated Account	Description	FTE	2022			2022 Adopted
						Requested	Proposed	Approved	
973,399	992,104	779,376	1,217,335	SECTION 1 REVENUES	0.00	1,025,656	1,025,656	1,025,656	1,025,656
530,039	549,141	779,376	800,542	SECTION 1 EXPENSES	1.75	1,025,656	1,025,656	1,025,656	1,025,656
443,360	442,963	0	416,793	GENERAL FUND Totals:	(1.75)	0	0	0	0

CITY OF CANYONVILLE STREET FUND 02

STREET FUND 02

MAJOR GOVERNMENTAL FUND

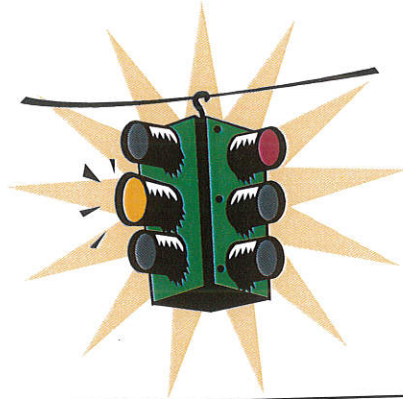
STATE TAX STREET FUND ADMINISTRATION (.50 FTE)

Jeremy Mayfield – Utility Worker (.15 FTE)

Mitch Nash – Utility Worker (.25 FTE)

Dawn Bennett – Finance Deputy Recorder (.05 FTE)

Suzie Rogers – 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 .25 FTE and .15 FTE for utility workers, 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: **\$372,100.00**

Beginning fund balance 02-00-41000: The beginning fund balance has increased by \$30,000.00 this year due to the fact that no paving projects were done last fiscal year.

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 1985.

ODOT SCA Grant 02-01-44960: Last year the Capital Reserve Street Fund was established to save money for the street department for large paving projects. There will be no revenue coming through this line item.

The Street Fund struggles to maintain enough money for any paving projects so in FY 2017-2018 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. This strategy appears to have paid off since we are now able to transfer more money to the reserve accounts.

PERSONNEL SERVICES:

\$49,600.00

Personnel Services has increased by \$30.00 from last year due to the State Unemployment being increased.

MATERIALS & SERVICES:

\$64,763.00

The total for materials and services this fiscal year has increased by \$5,588.00 from last year. There have been some minor changes to line items. The major changes in this fund are listed below:

Insurance Property/Liability: Has been increased by \$800.00 due to rate increase of more than expected last budget year and a substantial increase in the rate this year.

Street Improvement 02-10-63557: This line item is the same as last year budget.

Storm Drain Maintenance 02-10-64330: This line item has been increased to \$5,000.00. The City's storm drain system is very old and has had little work done to it. There is a possibility that DEQ may make the City do some improvements to the system.

Miscellaneous Expense 02-10-64900: This line item was added last budget to account for expenses that do not fit within the other line items.

CAPITAL OUTLAY:

\$ 1,000.00

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

Pine Street Paving-Phase 1 & 2: Both Phases of the Pine Street Paving project have been completed. No more money will be allocated to this line item.

Street Paving 02-10-66040: No money has been allocated to this line item. The money that was previously accrued in this line item is being transferred to a dedicated capital improvement fund for the street department. Transferring the money to a capital improvement fund will ensure that the money does not get absorbed in the operating fund and provides more accurate accounting for the money.

TRANSFERS:

\$146,378.00

Transfer to Equipment Replacement 02-10-69060: The street department recently purchased a new street sweeper and the annual payments are \$9,000.00, although, we do have a loan payoff amount of \$25,259.90 if paid off in July 2021. If we paid off the loan this year, we would be saving around \$1,740.00 in interest. So, we are transferring \$35,000.00 to the Equipment Replacement Fund for paying this loan off early.

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 \$1,378.00 will be transferred.

Transfer to Capital Improvement Fund: The money the city has saved in the street paving line item is being transferred to a dedicated capital improvement fund for the streets. This year \$110,000.00 is being transferred from Street Fund to the Street Capital Reserve Fund.

CONTINGENCY:

\$ 110,359.00

Operating contingency 02-10-65010: This line item only gets spent in the case of an emergency otherwise it carries over to the next year's beginning fund balance.

TOTAL EXPENSES

\$372,100.00

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022
Actual	Actual	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
321,256	385,561	377,493.00	02	STATE TAX STREET FUND	0.00	260,000.00	260,000.00	260,000.00	260,000.00
0	0	0.00	R1	REVENUES	0.00	0.00	0.00	0.00	0.00
140,027	137,836	123,000.00	41000	Beginning Fund Balance	0.00	110,000.00	110,000.00	110,000.00	110,000.00
0	150,000	0.00	44780	Douglas Co. Aid To Cities	0.00	0.00	0.00	0.00	0.00
775	1,650	2,000.00	44950	Oregon Motor Veh. Rev.	0.00	1,000.00	1,000.00	1,000.00	1,000.00
6,617	5,166	1,900.00	44960	ODOT SCA Grant	0.00	1,000.00	1,000.00	1,000.00	1,000.00
4,743	137	0.00	44962	**ODOT Mowing	0.00	100.00	100.00	100.00	100.00
			45000	Interest Earned					
			49400	Miscellaneous Receipts					
473,418	680,349	504,393		REVENUES Totals:	0.00	372,100	372,100	372,100	372,100
473,418	680,349	504,393		REVENUES TOTALS:	0.00	372,100	372,100	372,100	372,100

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,782	1,341	3,500.00	1,500.00	64304	Vehicle Expense - Maintenance	0.00	3,500.00	3,500.00	3,500.00	3,500.00
351	648	2,000.00	1,000.00	64306	Equipment - Fuel	0.00	2,000.00	2,000.00	2,000.00	2,000.00
1,204	571	4,000.00	1,000.00	64308	Equipment - Maintenance	0.00	4,000.00	4,000.00	4,000.00	4,000.00
206	0	1,000.00	0.00	64310	Equipment - Rental	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	172	5,000.00	0.00	64330	Storm Drain Maintenance	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	100.00	302.00	64900	Miscellaneous Expense	0.00	100.00	100.00	100.00	100.00
24,973	10,918	59,175	11,728		MATERIALS & SERVICES Totals	0.00	64,763	64,763	64,763	64,763
740	0	1,000.00	1,000.00	03 66010	CAPITAL OUTLAY New Equipment	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	240,157	0.00	0.00	66030	Pine Street Paving-Phase 1 & 2	0.00	0.00	0.00	0.00	0.00
740	240,157	1,000	1,000		CAPITAL OUTLAY Totals:	0.00	1,000	1,000	1,000	1,000
30,000	10,000	10,000.00	10,000.00	05 69060	TRANSFERS Transfer to Equipment Replacem	0.00	35,000.00	35,000.00	35,000.00	35,000.00
1,100	1,200	1,300.00	1,300.00	69070	Transfer/Bikeway1% 02-00-44950	0.00	1,378.00	1,378.00	1,378.00	1,378.00
0	0	111,000.00	111,000.00	69111	Transfer to Street Capital Res	0.00	110,000.00	110,000.00	110,000.00	110,000.00
31,100	11,200	122,300	122,300		TRANSFERS Totals:	0.00	146,378	146,378	146,378	146,378
0	0	110,855.00	0.00	06 65010	CONTINGENCY Operating Contingencies	0.00	110,359.00	110,359.00	110,359.00	110,359.00
0	0	110,855	0		CONTINGENCY Totals:	0.00	110,359	110,359	110,359	110,359
87,857	302,856	342,900	176,363		EXPENDITURES TOTALS:	0.50	372,100	372,100	372,100	372,100
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
87,857	302,856	342,900	176,363		SECTION 2 EXPENSES	0.50	372,100	372,100	372,100	372,100
(87,857)	(302,856)	(342,900)	(176,363)		ADMINISTRATION Totals:	(0.50)	(372,100)	(372,100)	(372,100)	(372,100)

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			2022 Adopted
							Requested	Proposed	Approved	
473,418	680,349	342,900	504,393		SECTION 1 REVENUES	0.00	372,100	372,100	372,100	372,100
87,857	302,856	342,900	176,363		SECTION 1 EXPENSES	0.50	372,100	372,100	372,100	372,100
385,561	377,493	0	328,030		STATE TAX STREET FUND Total	(0.50)	0	0	0	0

CITY OF CANYONVILLE

WATER FUND 06



PROPRIETARY FUND

WATER FUND ADMINISTRATION (2.70 FTE)

Janelle Evans – City Administrator/Recorder (.15 FTE)

Rob Siegrist – Public Works Lead (.25 FTE)

John Raines – Operator (.75 FTE)

Jeremy Mayfield – Utility Worker (.50 FTE)

Mitch Nash – Utility Worker (.20 FTE)

Keith Riddle – Operator (.25 FTE)

Dawn Bennett – Finance Deputy Recorder (.30 FTE)

Suzie Rogers – 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 \$628,700.00**

Beginning fund balance 06-00-4100: Has been increased by \$70,000.00 due to a carryover of unspent funds for several years.

Water Collections 06-00-46300: We were extremely concerned that the revenue for this fund would be severely impacted by COVID since the City could not turn people off for nonpayment during the pandemic. We had reduced the revenue by \$50,000.00 last budget year to account for the loss of revenue from the sewer plant since it will be utilizing reclaimed water instead. However, the sewer plant did not switch to reclaimed water until February 2021. Because of still receiving revenue from the sewer plant, it off set some of the loss of revenue due to COVID. The sewer plant is now utilizing reclaimed water for the treatment process, so the revenue is anticipated to be the same as what was budgeted last year.

No water rate increase is proposed for this fiscal year. With the loss of revenue from the sewer plant we will need to watch this fund carefully. This year we have been able to transfer money to the capital improvement and equipment funds. **However, we utilized money from the beginning fund carry over in this year's budget in order to put money into the capital improvement 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 decreased by \$4,000.00 partly due to not charging late fees from June to September 2020 because of COVID.

PERSONNEL SERVICES: **\$230,650.00**

Personnel Services has **increased** by \$2,800.00 from last year's budget. The reason for the increase is due to a small increase in a few of the personnel salaries.

MATERIALS AND SERVICES: **\$190,144.00**

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 decreased a total of \$1,556.00. The following line items have been increased or decreased based off historic use in order to transfer money to the capital accounts.

Insurance Property/Liability 06-10-63400: This line item has been increased by \$1,400.00 from last fiscal year due to rate increases.

NEW Services & Meters 06-10-63557: This line item has been decreased by \$1,500.00 from last fiscal year. The historic use of this line item shows that the money can be better utilized in other areas.

Chlorine and Chemicals 06-10-63650: The plant has required a larger quantity of specific chemicals to be used to keep the operations within permitted range.

Vehicle Expense – Fuel 06-10-64300: Has been decreased by \$1,000.00 from last year's budget.

Consulting Services 06-10-64800: This line item is for the contract with Brian Kelly to be the Direct Responsible Charge for the water. The amount was over budgeted last fiscal year by \$3,000.00.

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

CAPITAL OUTLAY:

\$21,985.00

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 is increased to 1985 this year.

TRANSFERS:

\$128,000.00

Transfer to Equipment Replacement 06-10-69060: This budget year \$17,000.00 is being transferred to Equipment Replacement fund. The equipment is old and beginning to wear out.

Transfer to Capital Reserve 06-10-69063: This budget year \$105,000.00 is being transferred to the capital reserve fund. The amount being transferred has increased by \$70,000.00 due to increasing the beginning fund balance that has accumulated. Once you spend some of the beginning fund carry over it takes time to replace it. It is doubtful that we will be able to transfer this much in the future. The Sewer Plant is now utilizing reclaimed water for their process and we anticipate a decrease of \$50,000.00 for water revenue. We will need to see exactly how much the loss of the sewer revenue impacts the fund.

Transfer Late Fees to Capital Reserve 06-10-69063: Council adopted Resolution No. 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 \$6,000.00

CONTINGENCY: **\$55,921.00**

Operating Contingency is relatively the same as last fiscal 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: **\$628,700.00**

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	2022			2022 Approved	2022 Adopted
						FTE	Requested	Proposed		
258,299	306,222	200,000.00	370,112.00	06 R1 41000	WATER FUND REVENUES Beginning Fund Balance	0.00	270,000.00	270,000.00	270,000.00	270,000.00
3,256	991	100.00	0.00	44790	Bulk Water Sales	0.00	100.00	100.00	100.00	100.00
4,512	3,522	2,000.00	1,400.00	45000	Interest Earned	0.00	1,600.00	1,600.00	1,600.00	1,600.00
420,729	414,606	350,000.00	421,000.00	46300	Water Collections	0.00	350,000.00	350,000.00	350,000.00	350,000.00
2,833	600	1,500.00	1,200.00	46310	Water Hook-Ups	0.00	600.00	600.00	600.00	600.00
230	200	100.00	150.00	46312	Reconnect Fee	0.00	200.00	200.00	200.00	200.00
7,040	8,501	10,000.00	5,000.00	46315	**Late Fees	0.00	6,000.00	6,000.00	6,000.00	6,000.00
0	0	100.00	0.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
249	9,413	100.00	55.00	49400	Miscellaneous	0.00	100.00	100.00	100.00	100.00
697,147	744,055	563,900	798,917		REVENUES Totals:	0.00	628,700	628,700	628,700	628,700
697,147	744,055	563,900	798,917		REVENUES TOTALS:	0.00	628,700	628,700	628,700	628,700

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
410	587	2,000.00	500.00	62502	Conferences & Training	0.00	2,000.00	2,000.00	2,000.00	2,000.00
117	156	600.00	0.00	63000	Boot Allowance	0.00	444.00	444.00	444.00	444.00
400	800	1,000.00	800.00	63060	Water Hook-Up-County % 2004-05	0.00	1,000.00	1,000.00	1,000.00	1,000.00
701	185	1,000.00	300.00	63200	Hand Tools - Small	0.00	800.00	800.00	800.00	800.00
9,593	9,517	11,000.00	11,200.00	63400	Insurance - Property/Liability	0.00	12,400.00	12,400.00	12,400.00	12,400.00
41	553	2,500.00	0.00	63551	Intake Repair Maint	0.00	2,500.00	2,500.00	2,500.00	2,500.00
3,802	5,557	15,000.00	15,000.00	63552	Water System Maint.	0.00	15,000.00	15,000.00	15,000.00	15,000.00
1,611	3,993	5,000.00	5,000.00	63556	Replacement - Service & Meters	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,631	957	3,500.00	0.00	63557	NEW - Services & Meters	0.00	2,000.00	2,000.00	2,000.00	2,000.00
2,535	2,157	5,000.00	5,000.00	63600	Plant/Grounds Maint.	0.00	5,000.00	5,000.00	5,000.00	5,000.00
2,083	2,497	6,500.00	3,500.00	63610	Permits & Fees	0.00	6,500.00	6,500.00	6,500.00	6,500.00
12,483	8,993	20,000.00	22,000.00	63650	Chlorine And Chemicals	0.00	23,000.00	23,000.00	23,000.00	23,000.00
5,335	6,817	7,000.00	7,000.00	63900	Water Samples	0.00	7,000.00	7,000.00	7,000.00	7,000.00
2,178	3,497	3,500.00	3,500.00	64100	Printing And Postage	0.00	3,500.00	3,500.00	3,500.00	3,500.00
1,624	1,427	2,500.00	2,000.00	64150	Supplies	0.00	2,500.00	2,500.00	2,500.00	2,500.00
0	70	200.00	0.00	64170	Drug Screen	0.00	200.00	200.00	200.00	200.00
2,486	1,857	3,000.00	1,600.00	64300	Vehicle Expense - Fuel	0.00	2,000.00	2,000.00	2,000.00	2,000.00
274	0	500.00	0.00	64301	Equipment Rental	0.00	500.00	500.00	500.00	500.00
496	854	2,500.00	1,000.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
259	240	900.00	500.00	64306	Equipment - Fuel	0.00	900.00	900.00	900.00	900.00
654	249	1,500.00	200.00	64308	Equipment Repair	0.00	1,500.00	1,500.00	1,500.00	1,500.00
2,878	2,920	3,300.00	3,200.00	64450	Fire Control	0.00	3,500.00	3,500.00	3,500.00	3,500.00
9,550	10,940	15,000.00	11,700.00	64800	Consulting Services	0.00	12,000.00	12,000.00	12,000.00	12,000.00
70	910	10,000.00	0.00	64862	Engineering Services	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	80	100.00	0.00	64900	Miscellaneous Expense	0.00	100.00	100.00	100.00	100.00
114,183	117,850	191,700	155,802		MATERIALS & SERVICES Totals	0.00	190,144	190,144	190,144	190,144
3,326	0	10,000.00	10,000.00	03	CAPITAL OUTLAY	0.00	10,000.00	10,000.00	10,000.00	10,000.00
5,112	3,500	10,000.00	0.00	66014	Small Equipment Replacement	0.00	10,000.00	10,000.00	10,000.00	10,000.00
1,905	1,925	1,975.00	1,975.00	68501	Water Line Replacement	0.00	1,985.00	1,985.00	1,985.00	1,985.00
					Dam Payment/Per Customer					
10,343	5,425	21,975	11,975	05	CAPITAL OUTLAY Totals:	0.00	21,985	21,985	21,985	21,985
					TRANSFERS					

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated Account	Description	FTE	2022			2022 Approved	2022 Adopted
						Requested	Proposed	Approved		
0	20,000	20,000.00	69060	Transfer To Equip. Replace.	0.00	17,000.00	17,000.00	17,000.00	17,000.00	17,000.00
65,000	65,000	35,000.00	69063	Transfer-Capital Reserve	0.00	105,000.00	105,000.00	105,000.00	105,000.00	105,000.00
10,000	0	10,000.00	69065	Transfer Late Fee-Capital Res	0.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
0	0	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00	0.00
75,000	85,000	65,000	06	TRANSFERS Totals:	0.00	128,000	128,000	128,000	128,000	128,000
0	0	55,375.00	65010	CONTINGENCY Operating Contingencies	0.00	55,921.00	55,921.00	55,921.00	55,921.00	55,921.00
0	0	55,375	0	CONTINGENCY Totals:	0.00	55,921	55,921	55,921	55,921	55,921
0	0	2,000.00	08	DEBT SERVICE Debt Service Claim	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
0	0	2,000	0	DEBT SERVICE Totals:	0.00	2,000	2,000	2,000	2,000	2,000
390,925	373,943	563,900	425,139	EXPENDITURES TOTALS:	2.70	628,700	628,700	628,700	628,700	628,700
0	0	0	0	SECTION 2 REVENUES	0.00	0	0	0	0	0
390,925	373,943	563,900	425,139	SECTION 2 EXPENSES	2.70	628,700	628,700	628,700	628,700	628,700
(390,925)	(373,943)	(563,900)	(425,139)	ADMINISTRATION Totals:	(2.70)	(628,700)	(628,700)	(628,700)	(628,700)	(628,700)

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			Adopted
							Requested	Proposed	Approved	
697,147	744,055	563,900	798,917		SECTION 1 REVENUES	0.00	628,700	628,700	628,700	628,700
390,925	373,943	563,900	425,139		SECTION 1 EXPENSES	2.70	628,700	628,700	628,700	628,700
306,222	370,112	0	373,778		WATER FUND Totals:	(2.70)	0	0	0	0

CITY OF CANYONVILLE

SEWER FUND 07



PROPRIETARY FUND

SEWER FUND ADMINISTRATION (2.95 FTE)

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

Rob Siegrist – Public Works Lead (.75 FTE)

John Raines – Operator (.25 FTE)

Jeremy Mayfield – Utility Worker (.20 FTE)

Mitch Nash – Utility Worker (.20 FTE)

Keith Riddle – Operator (.75 FTE)

Dawn Bennett – Finance Deputy Recorder (.30 FTE)

Suzie Rogers – 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: **\$1,073,900.00**

Donovan Enterprises completed the rate study and recommended a new classification system and rate increase plan. Council adopted Resolution No. 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 elected not to initiate the last rate increase in 2017 since we received more grant money than anticipated in the study and the equipment bid came in lower than estimated. **The project is finished an no additional rate increase will be necessary.**

Beginning Fund Balance 07-00-41000: The beginning fund balance which is basically the carried over cash from the previous year which has increased by \$30,000.00 from last fiscal year.

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.

PERSONNEL SERVICES: **\$252,870.00**

Personnel Services has **increased** a total of \$4,420.00 from last year's budget. This is due primarily from the union contracted raises plus some anticipated overtime due to the new plant.

MATERIALS AND SERVICES: **\$300,210.00**

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 **decreased** a total of **\$10,190.00**. With the new sewer plant operating costs have shifted within line items but not decreased much overall. The following are the changes within the categories that are affected by the new plant.

Technology Support & Maint.07-10-61610: This line item is staying the same as last fiscal year.

Electricity 07-10-62120: This line item has increased \$32,000.00 due to the new sewer plant. Based on the electric bill since the new plant has been online it looks like it will

average between \$5,000.00 and \$6,000.00 a month. The new plant has a lot of new equipment that operate by electricity.

Water 07-10-62122: This line item has been decreased by \$38,000.00 due to the new sewer plant utilizing reclaimed water.

Telephone 07-10-62200: This line item has increased because the new plant had to have high speed internet for the SCADA system.

Dues and Membership 07-10-62500: This line item is staying the same as last budget. 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

Insurance Property/Liability 07-10-63400: This line item has been increased by \$19,500.00 which is at this point our best estimate for the cost to insure the new sewer plant. It may be less, but this should be the maximum increase.

Chlorine and Chemicals 07-10-63650: This line item is staying the same as last fiscal year.

Sludge removal 07-10-63670: This line item is being decreased by \$20,000.00. The new sewer plant processes the sludge into material that can be hauled to the land fill. The only time we should need to pay for sludge removal would be if a problem occurred and we had to empty an entire basin.

Consulting Services 07-10-64800: This item has been decreased to \$3,600.00 we are almost done needing a consultant for the sewer operations.

Engineering Services: 07-10-64862: This line item has been increased by \$10,000.00 it is anticipated that technical assistance will be needed the first year of operating the new system.

CAPITAL OUTLAY:

\$38,500.00

New replacement equipment 07-10-69060: This line item is for the replacement of equipment that is too small of an expense to take from the capital equipment fund.

Phase II new equipment 07-10-66020: This line item was added to track all the new office and lab equipment that was purchased through Phase II of the Sewer Upgrade. We still have \$28,500.00 for office or lab equipment that has not been spent yet.

TRANSFERS:

\$439,000.00

Transfer to Equipment Fund 07-10-69060: Transfer \$10,000.00 to Equipment Fund.

Transfer to Capital Reserve 07-10-59063: Transfer \$429,000.00. The City has been transferring the revenue generated from the rate increases into the Capital Reserve account every year to offset some of the cost of the sewer plant upgrade. This is the last year we will be able transfer so much money to the Capital Reserve account since the loan repayments will be approximately \$320,000.00 annually. There will only be about \$100,000.00 per year left to transfer to the Capital Reserves so we need to make sure we spend the money wisely.

CONTINGENCY:

\$43,320.00

Operating Contingency 07-10-65010: Has increased by \$8,070.00 from last year's budget.

DEBT SERVICE:

\$ 0.00

The city has paid off the loan from the Department of Environmental Quality (DEQ) State Revolving Loan fund in the fiscal year 2017-2018 budget.

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

TOTAL EXPENSES:

\$1,073,900.00

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			2022 Adopted
							Requested	Proposed	Approved	
236,743	216,498	200,000.00	304,544.00	07 R1 41000	SEWER FUND REVENUES Beginning Fund Balance	0.00	230,000.00	230,000.00	230,000.00	230,000.00
1,105	0	0.00	0.00	43010	Prev Levied Taxes	0.00	0.00	0.00	0.00	0.00
0	0	300.00	0.00	44090	Sewer Permits	0.00	300.00	300.00	300.00	300.00
10,376	8,101	6,000.00	3,172.00	45000	Interest Earned	0.00	3,000.00	3,000.00	3,000.00	3,000.00
897,991	911,560	840,000.00	840,000.00	46280	Sewer Collections	0.00	840,000.00	840,000.00	840,000.00	840,000.00
0	219	100.00	274.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
0	0	60,000.00	60,000.00	49000	Phase II New Equip. Reimburse.	0.00	0.00	0.00	0.00	0.00
1,707	3,983	500.00	725.00	49400	Miscellaneous Receipts	0.00	500.00	500.00	500.00	500.00
1,147,922	1,140,360	1,106,900	1,208,715		REVENUES Totals:	0.00	1,073,900	1,073,900	1,073,900	1,073,900
1,147,922	1,140,360	1,106,900	1,208,715		REVENUES TOTALS:	0.00	1,073,900	1,073,900	1,073,900	1,073,900

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
12,025	12,838	13,500.00	13,085.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.20	13,700.00	13,700.00	13,700.00	13,700.00
0	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
11,205	7,173	9,600.00	8,975.00	61025	Water Plant Operator	0.25	10,100.00	10,100.00	10,100.00	10,100.00
24,530	26,847	32,800.00	29,350.00	61026	Sewer Plant Operator	0.75	33,100.00	33,100.00	33,100.00	33,100.00
2,073	6,451	7,600.00	6,800.00	61027	Utility Worker-New	0.20	7,300.00	7,300.00	7,300.00	7,300.00
36,624	37,911	41,600.00	39,850.00	61028	Lead WWT Plant Operator	0.75	43,200.00	43,200.00	43,200.00	43,200.00
8,982	11,553	12,800.00	12,135.00	61029	Utility Worker	0.20	13,100.00	13,100.00	13,100.00	13,100.00
12,843	13,630	15,400.00	14,325.00	61030	Finance Deputy Recorder	0.30	15,900.00	15,900.00	15,900.00	15,900.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
11,438	8,740	9,600.00	9,000.00	61035	Admin Assistant	0.30	10,300.00	10,300.00	10,300.00	10,300.00
552	58	500.00	0.00	61150	Overtime	0.00	500.00	500.00	500.00	500.00
17,215	20,366	36,600.00	29,500.00	61300	PERS Retirement	0.00	36,600.00	36,600.00	36,600.00	36,600.00
9,219	9,578	13,200.00	10,380.00	61400	Social Security (FICA)	0.00	13,700.00	13,700.00	13,700.00	13,700.00
1,957	2,829	3,500.00	3,500.00	61450	State Unemployment (SUTA)	0.00	3,600.00	3,600.00	3,600.00	3,600.00
41,155	40,046	45,000.00	40,850.00	61500	Medical Insurance	0.00	45,000.00	45,000.00	45,000.00	45,000.00
88	70	250.00	70.00	61550	Workers Benefit Fund Assessmen	0.00	270.00	270.00	270.00	270.00
3,770	4,281	6,500.00	5,260.00	61551	Workers Compensation	0.00	6,500.00	6,500.00	6,500.00	6,500.00
193,676	202,370	248,450	223,080		PERSONNEL SERVICES Totals:	2.95	252,870	252,870	252,870	252,870
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
15,000	15,000	15,000.00	15,000.00	61600	**Administrative Charge	0.00	15,000.00	15,000.00	15,000.00	15,000.00
3,705	4,805	12,000.00	12,000.00	61610	Sewer Franchise	0.00	12,000.00	12,000.00	12,000.00	12,000.00
24,575	22,764	40,000.00	54,000.00	61660	Technology Support & Maint.	0.00	72,000.00	72,000.00	72,000.00	72,000.00
43,240	34,040	50,000.00	16,500.00	62120	Electricity	0.00	12,000.00	12,000.00	12,000.00	12,000.00
649	119	700.00	400.00	62122	Water	0.00	700.00	700.00	700.00	700.00
2,401	2,454	2,700.00	3,800.00	62125	Safety Equip.	0.00	4,000.00	4,000.00	4,000.00	4,000.00
726	1,016	1,200.00	1,200.00	62200	Telephone	0.00	1,300.00	1,300.00	1,300.00	1,300.00
0	0	5,000.00	5,000.00	62201	Cellular Phones	0.00	5,000.00	5,000.00	5,000.00	5,000.00
170	320	800.00	320.00	62410	Legal Services	0.00	800.00	800.00	800.00	800.00
0	0	1,000.00	0.00	62500	Dues & Memberships	0.00	1,000.00	1,000.00	1,000.00	1,000.00
				62501	Meals & Mileage	0.00				

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
615	160	2,600.00	0.00	62502	Conferences & Training	0.00	2,600.00	2,600.00	2,600.00	2,600.00	
109	240	600.00	539.99	63000	Boot Allowance	0.00	660.00	660.00	660.00	660.00	
359	140	500.00	500.00	63200	Hand Tools	0.00	500.00	500.00	500.00	500.00	
0	0	500.00	0.00	63350	Rental Expenses	0.00	500.00	500.00	500.00	500.00	
14,493	14,378	16,000.00	16,900.00	63400	Insurance Property/Liability	0.00	35,500.00	35,500.00	35,500.00	35,500.00	
1,122	406	4,000.00	500.00	63554	Sewer System Maintenance	0.00	4,000.00	4,000.00	4,000.00	4,000.00	
9,426	7,739	20,000.00	12,000.00	63555	Lab Work	0.00	20,000.00	20,000.00	20,000.00	20,000.00	
3,026	3,799	7,000.00	4,000.00	63600	Plant/Grounds Maintenance	0.00	7,000.00	7,000.00	7,000.00	7,000.00	
3,025	3,258	5,000.00	2,610.00	63610	Permits & Fees	0.00	5,000.00	5,000.00	5,000.00	5,000.00	
33,285	45,652	41,000.00	20,000.00	63650	Chlorine And Chemicals	0.00	41,000.00	41,000.00	41,000.00	41,000.00	
0	0	250.00	0.00	63660	Sludge Site	0.00	0.00	0.00	0.00	0.00	
32,928	14,480	30,000.00	10,000.00	63670	Sludge Removal	0.00	10,000.00	10,000.00	10,000.00	10,000.00	
2,738	3,048	3,500.00	3,500.00	64100	Printing And Postage	0.00	3,500.00	3,500.00	3,500.00	3,500.00	
2,072	1,633	3,000.00	2,000.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00	
300	414	500.00	0.00	64170	Drug Screen/CDL (2year)	0.00	500.00	500.00	500.00	500.00	
2,252	1,628	2,500.00	1,600.00	64300	Vehicle Expense - Fuel	0.00	2,500.00	2,500.00	2,500.00	2,500.00	
0	0	500.00	0.00	64301	Equipment Rental	0.00	500.00	500.00	500.00	500.00	
62	638	2,500.00	1,000.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00	
762	772	3,000.00	300.00	64306	Equipment - Fuel	0.00	3,000.00	3,000.00	3,000.00	3,000.00	
2,594	710	3,500.00	600.00	64308	Equipment - Maintenance	0.00	3,000.00	3,000.00	3,000.00	3,000.00	
14,500	12,000	18,000.00	17,700.00	64800	Consulting Services	0.00	3,600.00	3,600.00	3,600.00	3,600.00	
1,564	3,832	10,000.00	0.00	64862	Engineering Services	0.00	20,000.00	20,000.00	20,000.00	20,000.00	
0	0	50.00	0.00	64900	Miscellaneous Expense	0.00	50.00	50.00	50.00	50.00	
223,200	202,946	310,400	209,470		MATERIALS & SERVICES Totals	0.00	300,210	300,210	300,210	300,210	
943	0	10,000.00	5,000.00	03	CAPITAL OUTLAY	0.00	10,000.00	10,000.00	10,000.00	10,000.00	
0	0	60,000.00	27,000.00	66010	New Equipment	0.00	28,500.00	28,500.00	28,500.00	28,500.00	
943	0	70,000	32,000		Phase II New Equip. Expense	0.00	38,500	38,500	38,500	38,500	
10,000	10,000	10,000.00	10,000.00	05	CAPITAL OUTLAY Totals:	0.00	10,000.00	10,000.00	10,000.00	10,000.00	
480,000	420,500	432,800.00	432,800.00	69063	TRANSFERS	0.00	429,000.00	429,000.00	429,000.00	429,000.00	
0	0	0.00	0.00	69083	Transfer To Equip. Replace.	0.00	0.00	0.00	0.00	0.00	
					Transfer To Capital Res.	0.00					
					Transfer To Sewer Debt Fund	0.00					

6060

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
490,000	430,500	442,800	442,800		TRANSFERS Totals:	0.00	439,000	439,000	439,000	439,000
0	0	35,250.00	0.00	06 65010	CONTINGENCY Operating Contingencies	0.00	43,320.00	43,320.00	43,320.00	43,320.00
0	0	35,250	0	07	CONTINGENCY Totals:	0.00	43,320	43,320	43,320	43,320
0	0	0.00	0.00	67250	UNAPPROP. ENDING FND BAL Unapprop. Ending Fund Bal.	0.00	0.00	0.00	0.00	0.00
0	0	0	0		UNAPPROP. ENDING FND BAL:	0.00	0	0	0	0
23,606	0	0.00	0.00	08 64902	DEBT SERVICE SRF Loan R20590	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	64907	Debt Services Claim	0.00	0.00	0.00	0.00	0.00
23,606	0	0	0		DEBT SERVICE Totals:	0.00	0	0	0	0
931,424	835,817	1,106,900	907,350		EXPENDITURES TOTALS:	2.95	1,073,900	1,073,900	1,073,900	1,073,900
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
931,424	835,817	1,106,900	907,350		SECTION 2 EXPENSES	2.95	1,073,900	1,073,900	1,073,900	1,073,900
(931,424)	(835,817)	(1,106,900)	(907,350)		ADMINISTRATION Totals:	(2.95)	(1,073,900)	(1,073,900)	(1,073,900)	(1,073,900)

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			2022 Adopted
							Requested	Proposed	Approved	
1,147,922	1,140,360	1,106,900	1,208,715		SECTION 1 REVENUES	0.00	1,073,900	1,073,900	1,073,900	1,073,900
931,424	835,817	1,106,900	907,350		SECTION 1 EXPENSES	2.95	1,073,900	1,073,900	1,073,900	1,073,900
216,498	304,544	0	301,365		SEWER FUND Totals:	(2.95)	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



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:

\$260,617.00

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):	\$ 5,000.00
Transfer from Water fund 08-00-44974:	\$17,000.00
Transfer from Sewer Fund 08-00-44975:	\$10,000.00
Transfer from Street Fund 08-00-44977:	\$35,000.00

This year money is being transferred from the General Fund, Street Fund, Water Fund, and Sewer Fund. The remaining money in the account comes from the following:

The fund balance carry over from last year:	\$190,617.00
Anticipated interest	\$ 3,000.00

CAPITAL OUTLAY:

\$260,617.00

Equipment Replacement Administration 08-10-66021: Administration has a total of \$45,784.00 set aside for equipment replacement in the future. The City's software, Microsoft email, and intranet have all been upgraded to the cloud. We no longer have a server, so no additional money is being transferred.

Equipment Replacement Park 08-10-66022: We purchased a new lawn mower tractor for the park out of current budget. This year we are only transferring \$5,000.00 to the Park department from General Fund. The total for this next budget year is \$47,492.00.

Equipment Replacement Water 08-10-66024: This year \$17,000.00 is being transferred from the Water Fund. A total of \$92,616.00 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 \$36,463.00.

Equipment Replacement Streets 08-10-66026: The utility truck for the street department finally bit the dust so we purchased a used utility truck for \$22,000.00 out of this fund which left little remaining money in the fund.

Several years ago, the City purchased a new Tymco Street Sweeper on a contract. The annual sweeper payment is \$9,000.00 due in February. Payments for the sweeper have been budgeted in this fund. There are only three more payments left on this loan and the payoff amount is \$25,259.89. This year we have transferred \$35,000.00 from Street Fund to payoff the loan. This will leave a balance of \$13,002.11 which should be sufficient since all the equipment for the streets has been replaced.

TOTAL EXPENSES

\$260,617.00

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
142,156	182,460	205,200.00	207,394.00	08 R1 41000	EQUIPMENT REPLACEMENT FUND REVENUES	0.00	190,617.00	190,617.00	190,617.00	190,617.00
0	0	0.00	0.00	44971	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
20,000	10,000	5,000.00	5,000.00	44972	**Transfer From Gen. (Admin)	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0	20,000	20,000.00	20,000.00	44974	**Transfer From Gen. (Park)	0.00	17,000.00	17,000.00	17,000.00	17,000.00
10,000	10,000	10,000.00	10,000.00	44975	**Transfer From Water Fund	0.00	10,000.00	10,000.00	10,000.00	10,000.00
30,000	10,000	10,000.00	10,000.00	44977	**Transfer From Sewer Fund	0.00	35,000.00	35,000.00	35,000.00	35,000.00
6,722	5,248	3,000.00	2,245.00	45000	**Transfer from Street Fund	0.00	3,000.00	3,000.00	3,000.00	3,000.00
0	0	0.00	0.00	49501	Interest Earned	0.00	0.00	0.00	0.00	0.00
					Sale Of Surplus Equip.	0.00				
208,878	237,708	253,200	254,639		REVENUES Totals:	0.00	260,617	260,617	260,617	260,617
208,878	237,708	253,200	254,639		REVENUES TOTALS:	0.00	260,617	260,617	260,617	260,617

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
6,648	3,062	46,097.00	1,152.00	10 03 66021	ADMINISTRATION CAPITAL OUTLAY Equip. Rep.- Admin	0.00	45,784.00	45,784.00	45,784.00	45,784.00
130	0	66,653.00	25,000.00	66022	Equip. Rep. - Park	0.00	47,492.00	47,492.00	47,492.00	47,492.00
5,084	7,500	78,113.00	4,175.00	66024	Equip. Rep. - Water	0.00	92,616.00	92,616.00	92,616.00	92,616.00
5,673	8,368	26,127.00	0.00	66025	Equip. Rep. - Sewer	0.00	36,463.00	36,463.00	36,463.00	36,463.00
8,884	11,384	36,210.00	33,283.00	66026	Equip. Rep.- Streets	0.00	38,262.00	38,262.00	38,262.00	38,262.00
26,418	30,314	253,200	63,610		CAPITAL OUTLAY Totals:	0.00	260,617	260,617	260,617	260,617
26,418	30,314	253,200	63,610		EXPENDITURES TOTALS:	0.00	260,617	260,617	260,617	260,617
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
26,418	30,314	253,200	63,610		SECTION 2 EXPENSES	0.00	260,617	260,617	260,617	260,617
(26,418)	(30,314)	(253,200)	(63,610)		ADMINISTRATION Totals:	0.00	(260,617)	(260,617)	(260,617)	(260,617)

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022			2022 Adopted
							Requested	Proposed	Approved	
208,878	237,708	253,200	254,639		SECTION 1 REVENUES	0.00	260,617	260,617	260,617	260,617
26,418	30,314	253,200	63,610		SECTION 1 EXPENSES	0.00	260,617	260,617	260,617	260,617
182,460	207,394	0	191,029		EQUIPMENT REPLACEMENT F1	0.00	0	0	0	0

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
37,414	37,432	0.00	0.00	15 R1 41000	WATER AND SEWER DEPOSITS	0.00	0.00	0.00	0.00	0.00
18	390	0.00	0.00	42000	REVENUES Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
					Deposits Collected					
37,432	37,821	0	0		REVENUES Totals:	0.00	0	0	0	0
37,432	37,821	0	0		REVENUES TOTALS:	0.00	0	0	0	0

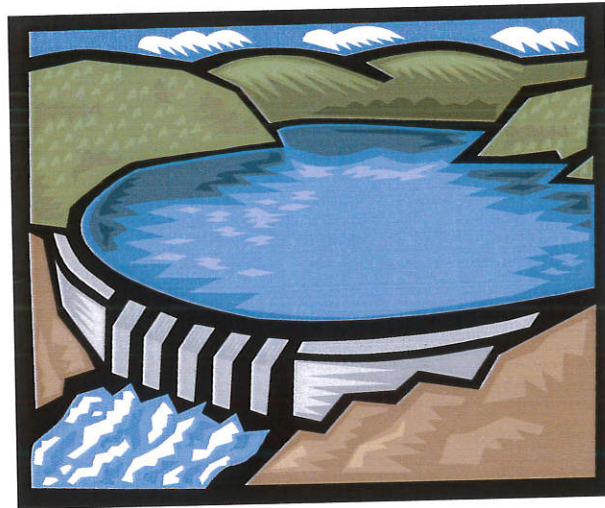
2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10	ADMINISTRATION					
0	0	0.00	0.00	02	MATERIALS & SERVICES					
0	0	0.00	0.00	62010	Deposit Refunds	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	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		SECTION 2 REVENUES	0.00	0	0	0	0
0	0	0	0		SECTION 2 EXPENSES	0.00	0	0	0	0
0	0	0	0		ADMINISTRATION Totals:	0.00	0	0	0	0

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
37,432	37,821	0	0		SECTION 1 REVENUES	0.00	0	0	0	0
0	0	0	0		SECTION 1 EXPENSES	0.00	0	0	0	0
37,432	37,821	0	0		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: **\$52,663.00**

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. All the Beginning Fund Balance will be placed in the Unappropriated Ending Fund Balance line item.

RESERVE: **\$ 0.00**

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

ENDING FUND BAL: **\$52,663.00**

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 **\$52,663.00**

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
52,662	52,662	52,662.00	52,633.00	16 R1 41000	DAM BOND AND INTEREST FU REVENUES Beginning Fund Balance	0.00	52,663.00	52,663.00	52,663.00	52,663.00
0	0	0.00	0.00	43000	Current Property Taxes	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	43010	Previous Levied Taxes	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
52,662	52,662	52,662	52,633		REVENUES Totals:	0.00	52,663	52,663	52,663	52,663
52,662	52,662	52,662	52,633		REVENUES TOTALS:	0.00	52,663	52,663	52,663	52,663

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	52,662.00	0.00	10 07 67000	ADMINISTRATION UNAPPROP.ENDING FND BAL Unapprop. Ending Fund Bal.	0.00	52,663.00	52,663.00	52,663.00	52,663.00
0	0	52,662	0	08	UNAPPROP.ENDING FND BAL :	0.00	52,663	52,663	52,663	52,663
0	0	0.00	0.00	68100	DEBT SERVICE Bond	0.00	0.00	0.00	0.00	0.00
0	0	0.00	0.00	68150	Bond Interest	0.00	0.00	0.00	0.00	0.00
0	0	0	0	09	DEBT SERVICE Totals:	0.00	0	0	0	0
0	0	0.00	0.00	66900	RESERVE Reserves	0.00	0.00	0.00	0.00	0.00
0	0	0	0		RESERVE Totals:	0.00	0	0	0	0
0	0	52,662	0		EXPENDITURES TOTALS:	0.00	52,663	52,663	52,663	52,663
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
0	0	52,662	0		SECTION 2 EXPENSES	0.00	52,663	52,663	52,663	52,663
0	0	(52,662)	0		ADMINISTRATION Totals:	0.00	(52,663)	(52,663)	(52,663)	(52,663)

2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
52,662	52,662	52,662	52,633		SECTION 1 REVENUES	0.00	52,663	52,663	52,663	52,663
0	0	52,662	0		SECTION 1 EXPENSES	0.00	52,663	52,663	52,663	52,663
52,662	52,662	0	52,633		DAM BOND AND INTEREST FU	0.00	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: **\$22,828.00**

Transfer from Streets 17-00-44976: this year \$1,378.00 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: **\$22,828.00**

No project is planned for this year.

TOTAL EXPENSES **\$22,828.00**

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
16,841	18,363	19,000.00	19,891.00	17 R1 41000	BIKEWAY/FOOTPATH FUND	0.00	21,300.00	21,300.00	21,300.00	21,300.00
1,100	1,200	1,300.00	1,300.00	44976	REVENUES Beginning Fund Balance	0.00	1,378.00	1,378.00	1,378.00	1,378.00
421	329	200.00	132.00	45000	Transfer - St. Tax Str Fund Interest Earned	0.00	150.00	150.00	150.00	150.00
18,363	19,891	20,500	21,323		REVENUES Totals:	0.00	22,828	22,828	22,828	22,828
18,363	19,891	20,500	21,323		REVENUES TOTALS:	0.00	22,828	22,828	22,828	22,828

2019	2020	2021	2021	2021	2022	2022	2022	2022	2022	2022
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	20,500.00	0.00	10 03 66020	ADMINISTRATION CAPITAL OUTLAY Bikeway/Walkway	0.00	22,828.00	22,828.00	22,828.00	22,828.00
0	0	20,500	0		CAPITAL OUTLAY Totals:	0.00	22,828	22,828	22,828	22,828
0	0	20,500	0		EXPENDITURES TOTALS:	0.00	22,828	22,828	22,828	22,828
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
0	0	20,500	0		SECTION 2 EXPENSES	0.00	22,828	22,828	22,828	22,828
0	0	(20,500)	0		ADMINISTRATION Totals:	0.00	(22,828)	(22,828)	(22,828)	(22,828)

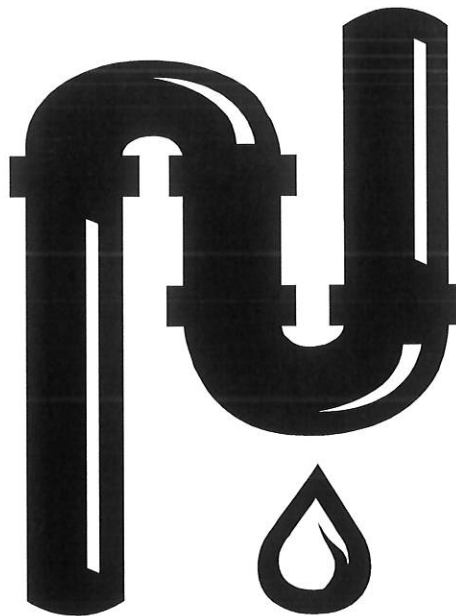
2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	Account	Description	FTE	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
18,363	19,891	20,500	21,323		SECTION 1 REVENUES	0.00	22,828	22,828	22,828	22,828
0	0	20,500	0		SECTION 1 EXPENSES	0.00	22,828	22,828	22,828	22,828
18,363	19,891	0	21,323		BIKEWAY/FOOTPATH FUND Tot	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.