

# CITY OF CANYONVILLE



## ADOPTED BUDGET 2020-2021

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](mailto:city@cityofcanyonville.com)

**CITY OF CANYONVILLE**  
**DIRECTORY OF CITY OFFICIALS & EMPLOYEES**  
**FISCAL YEAR 2020-2021**

**CITY COUNCIL MEMBERS**

Jake Young, Mayor	(12-31-2020)
Judy Coleman, Councilor	(12-31-2020)
Alan Freeman, Council	(12-31-2020)
Louise Barton, Councilor	(12-31-2020)
Rusty Young, Councilor	(12-31-2022)
Ralph Johannessen, Councilor	(12-31-2022)
Logan Woods, 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 & Waste Water 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)
Sydnee Kibbey	(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  
Misty Boyè  
Vacant

## PARK BOARD

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

## SOUTH COUNTY COMMUNITY CENTER (YMCA) ADVISORY BOARD

Machelle Briggs-Mayfield  
Vacant  
Vacant  
Lynn Herbert  
Gloria McGinnis  
Dave Gianotti  
Marisa Fink (Staff)  
Christine Turvey (Staff)

## BUDGET OFFICER'S MESSAGE 2020-21 FISCAL YEAR

City of Canyonville Budget Committee

The attached 2020-2021 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, 2020 to June 30, 2021. As required by Oregon Budget Law, this Proposed Budget balances resources with expenditures.

The 2020-2021 Proposed City Budget is **\$13,925,480.12** which is \$7,124,717.88.00 less than the 2019-2020 adopted City Budget. The decrease in the total budget is due primarily to the commencement of the wastewater treatment project.

The Proposed Property Tax Levy for 2020-2021 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 Plan has a \$1,500.00 deductible for one person and a \$3,000.00 deductible for plans with 2 or more people. The premium for the Health Savings Plan increased 5% this fiscal year. Beginning 2021 the deductible for the health plan will increase by \$200.00 for single and \$400.00 for family. 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:**

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
GENERAL	\$155,285	\$162,427	\$123,805	\$123,821	\$155,526
STREET	\$ 78,080	\$ 56,430	\$ 52,167	\$53,700	\$110,855
WATER	\$ 68,780	\$ 65,000	\$60,996	\$75,725	\$ 53,375
SEWER	\$ 40,810	\$ 35,700	\$32,650	\$33,350	\$ 35,250

**II. SPECIFIC FUNDS OR DEPARTMENT:**

**GENERAL FUND (01)**

**Revenues:**

The revenue for the general fund has increased by \$12,945.00 this fiscal year. This is basically due to a \$10,000.00 increase in property tax.

**Expenses:**

**PERSONNEL:**

Although some money has been budgeted for a part time summer worker, however due to Covid 19 we do not anticipate having one this summer. A line item has also been added for part time help in the office in case of an emergency.

**MATERIALS & SERVICES:**

There is only a slight increase to materials and services for this budget.

**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 to get the broken windows fixed and the remainder of the building painted.

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

No money is being transferred to the park facility reserve account this year.

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**STREET FUND (02)**

**Revenues:**

The total anticipated revenues for the Street Fund has decreased this year due to the City's contribution to the Pine Street Paving project. The street department has been saving money for the past five years to be able to complete a larger project with the Small City Allotment money. The revenues from the state remain consistent in the street fund; however, they are inadequate for the needs of the streets.

**Expenses:**

**MATERIALS & SERVICES:**

Materials and services have increased by \$2,145.00 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. This year we have 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 \$1,300.00 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 will be

\$9,000.00 which will be paid from the capital reserve fund. This year \$10,000.00 is being transferred to cover the loan payment.

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.

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## **WATER FUND (06)**

### **Revenues:**

**No new rate increase is proposed for this fiscal year.**

The revenue for this fund is anticipated to decrease by \$50,000.00 if the new sewer plant is completed this year. The new sewer plant will use reclaimed water which will result in the loss of \$50,000.00 to the water department. The loss of revenue will make it difficult to place money in the reserve funds.

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 slightly because the personnel increases were offset by the decrease in wages and insurance due to staff changes.

#### **MATERIALS AND SERVICES:**

Materials and Services have decreased by \$11,700.00 due primarily to a decrease in technology support. Last year we increased this line item because we anticipated updating the SCADA system at the water plant.

#### **TRANSFERS:**

Last fiscal year we transferred a total of \$85,000.00 to the Capital accounts. Due to the potential loss of revenue from the sewer plant we were only able to transfer \$65,000.00 this year. It is doubtful that we will be able to transfer this much in the up coming years unless we raise the water rate. We will need to watch this fund to determine the exact impact of the loss of revenue from the sewer.

#### **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. We reduced the contingency by \$20,000.00 this year in order to have money to put in the capital improvement fund.

**SEWER FUND (07)**

**Revenues:**

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

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

When the bids were opened for the construction of phase 2 on February 14, 2019, the low bid was \$1,744,016.00 over the available funding. The City applied for a grant/loan package from Rural Development for the additional financing. Rural Development provided the following funding package for the overage:

Rural Development Loan	\$ 500,000.00
Rural Development Grant	\$ 178,400.00
City's portion	<u>\$1,065,616.00</u>
Total	\$1,744,016.00



With the new grant/loan the City's share has increased dramatically to \$1,484,616.00. This is going to drastically decrease the money in the Sewer Capital Improvement Fund.

Because we began saving the money generated from the sewer rate increases immediately into the Capital Reserve Fund it looks like the City has sufficient money to fund the overage. Although, we really don't have that much money saved when you consider that no work on the City's sewer mains was included in this upgrade.

No rate increase will be necessary since we have accumulated enough money in the reserve account to pay our share. However, it is important to note that when we have to begin repaying the loans, we will not have a lot of money to transfer to the Reserve accounts to build them back up.

**There have been a lot of changes to this fund. It is anticipated that the sewer upgrade will be completed this next fiscal year and we will need to begin loan payments. We established a debt reserve account for the required reserves and payments.**

#### **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 doesn't 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 \$320,000.00. The revenue generated from the rate increases last year was \$420,000.00 so we will be lucky if we have \$100,000.00 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 \$2,300.00 from last year. Although the PERS and medical increased the majority of the cost was absorbed through an employee change in coverage.

##### **MATERIALS AND SERVICES:**

During the construction of the new sewer plant the City will have to operate dual systems until the completion of the project. We increased the Materials and Services substantially last year in anticipation. Since the project has not been completed, we have only reduced the budget by \$8,000.00 which was primarily for sludge hauling.

#### TRANSFERS:

This year the entire rate increase was not transferred to the Capital Improvement Fund due to the increase in materials and services. Only \$432,800.00 could be transferred. This will probably be the last year the City will be able to transfer a significant amount of money to the improvement fund because the annual loan payments will be approximately \$320,000.00.

#### CAPITAL OUTLAY:

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

#### CONTINGENCY:

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

#### DEBT SERVICE:

The City made the last payment on SRF loan #R20590 in fiscal year 2018-2019. Therefore, a debt reserve is no longer required.

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#### **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.

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#### **DAM BOND FUND (16)**

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

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#### **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.

### **CAPITAL RESERVE FUNDS (26 & 27)**

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

There has been a significant change to the Capital Reserve Fund for the sewer this year. A total of \$789,297.00 has been transferred out of this fund to a new debt service fund #38. It is anticipated that the City will need to begin repaying the loans and setting aside the required loan reserves this fiscal year. The reserves will be required to be in place until the loans are paid off.

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.

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### **FACILITY RESERVE FUND (30)**

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

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

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### **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 City purchased the sewer cleaning truck out of this fund last fiscal year so the remaining balance in the account is \$229,253.00

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### **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
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Rural Development Grant	<u>\$2,530,000.00</u>
Total	<u>\$9,070,000.00</u>

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	<u>\$ 678,400.00</u>

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.

### **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.

### **CANYON CREEK RESTORATION GRANT (36)**

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

### **WASTEWATER UPGRADE DEBT FUND (38)**

**A total of \$789,297.00 has been transferred from the Wastewater (Sewer) Capital Improvement fund to cover the following costs:**

USDA Loan #1 annual payment	\$244,400.00
USDA Loan #2 annual payment (bid overage)	\$ 19,920.00
DEQ interest (onetime expense)	\$128,852.00
IFA Loan annual payment	\$ 55,000.00
USDA Loan #1 Reserve	\$224,400.00
USDA Loan #2 Reserve	\$ 19,920.00
10% reserve for loan #1 & 2	\$ 26,432.00
Short lived Assets	\$ 50,373.00

### **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 **\$13,925,480.12** 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, 2020.

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

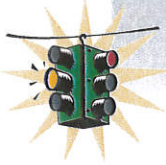
Janelle Evans

City Administrator/Recorder and Budget Officer

# CITY OF CANYONVILLE FUND DIRECTORY



GENERAL FUND 01



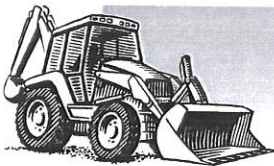
STREET FUND 02



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



SEWER UPGRADE DEBT SERVICE  
FUND 38





# 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 YMCA currently pays \$1 a year for the use of the South County Community Center. The YMCA also pays \$1,000 a year (starting 2008) in repair costs, which is kept in a separate Fund No. 24 entitled South County Community Center, to pay for repairs to the building as indicated in the contract (DD-163).

## BUDGET SUMMARY FOR GENERAL FUND REVENUE

**REVENUE:** **Total \$779,376.00**

Property taxes 01-00-43000: The City's revenue from property tax increased by \$10,000.00 over last year. There does not appear to be an increase in the delinquent tax rate for the City.

Fiber Optic Franchise 01-00-43035: Douglas Services Inc. installed fiber optics to governmental units within Canyonville. The amount of revenue generated by this franchise has been steadily growing as they continue to add more non-governmental customers.

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

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

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

State Revenue Sharing 01-01-44810: is determined by the state based on the City's last certified population which is 1975.

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

Planning Grant: The City receives a small \$1,000.00 planning grant from the Department of Land Conservation and Development every two years. The City received a grant in fiscal year 2019-20 so we will not be receiving another award until fiscal year 2021-22.

The Revenue for the entire General Fund has increased \$12,945.00 from last fiscal year's adopted revenue.

# General Ledger

## Budget Analysis

User: bookkeeper  
 Printed: 06/16/2020 - 1:44PM  
 Fiscal Year: 2021



2018	2019	2020	2020	2021	2021	2021	2021	2021		
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
403,744	433,197	320,000.00	443,460.00	01 RI 41000	GENERAL FUND REVENUES Beginning Fund Balance	0.00	320,000.00	320,000.00	320,000.00	320,000.00
279,951	290,505	240,000.00	288,000.00	43000	Current Property Taxes	0.00	250,000.00	250,000.00	250,000.00	250,000.00
8,709	10,745	5,000.00	7,700.00	43010	Prev Levied Taxes	0.00	5,000.00	5,000.00	5,000.00	5,000.00
915	0	0.00	0.00	43015	Land Sales Dist.	0.00	0.00	0.00	0.00	0.00
10,916	15,307	7,000.00	12,000.00	43030	Cable TV Franchise	0.00	7,000.00	7,000.00	7,000.00	7,000.00
3,174	3,572	2,500.00	3,600.00	43035	Fiber Optics Franchise	0.00	3,000.00	3,000.00	3,000.00	3,000.00
68,091	66,395	60,000.00	63,000.00	43040	Electric Franchise	0.00	60,000.00	60,000.00	60,000.00	60,000.00
15,360	14,795	8,000.00	8,000.00	43050	Gas Franchise	0.00	8,000.00	8,000.00	8,000.00	8,000.00
4,595	4,105	3,700.00	3,700.00	43060	Telephone Franchise	0.00	3,700.00	3,700.00	3,700.00	3,700.00
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
3,888	4,175	3,500.00	3,500.00	44010	Business Licenses	0.00	3,500.00	3,500.00	3,500.00	3,500.00
9,959	9,592	9,000.00	10,000.00	44500	Municipal Court Fines	0.00	9,000.00	9,000.00	9,000.00	9,000.00
21,046	21,668	15,000.00	21,000.00	44810	State Revenue Sharing	0.00	18,000.00	18,000.00	18,000.00	18,000.00

2018	2019	2020	2020	2020	2021		2021	2021	2021	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
2,408	2,397	1,800.00	1,800.00	44850	Cigarette Taxes	0.00	1,800.00	1,800.00	1,800.00	1,800.00
8,086	13,879	8,000.00	11,000.00	45000	Interest Earned	0.00	8,000.00	8,000.00	8,000.00	8,000.00
1,751	1,751	1,751.00	1,751.00	45110	Rental Income	0.00	1,926.00	1,926.00	1,926.00	1,926.00
9,700	1,081	30.00	1,300.00	49400	Miscellaneous Receipts	0.00	300.00	300.00	300.00	300.00
30	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
30,923	31,133	25,000.00	30,000.00	49610	Liquor Taxes	0.00	25,000.00	25,000.00	25,000.00	25,000.00
1,000	0	1,000.00	1,000.00	49640	DCLD Planning Grant	0.00	0.00	0.00	0.00	0.00
2,175	2,275	1,000.00	1,000.00	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
489	803	400.00	600.00	49656	Permit/Fee Charges for Service	0.00	400.00	400.00	400.00	400.00
825	1,025	700.00	700.00	49661	**Park Rent	0.00	700.00	700.00	700.00	700.00
932,736	973,399	766,431	958,111		REVENUES Totals:	0.00	779,376	779,376	779,376	779,376
932,736	973,399	766,431	958,111		REVENUES TOTALS:	0.00	779,376	779,376	779,376	779,376

**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**

2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
38,148	37,126	43,500.00	44,632.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.65	43,500.00	43,500.00	43,500.00	43,500.00	
0	0	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00	
0	2,229	13,000.00	11,500.00	61027	Utility Worker - New	0.35	13,200.00	13,200.00	13,200.00	13,200.00	
4,873	3,529	2,500.00	2,000.00	61029	Utility Worker	0.05	2,500.00	2,500.00	2,500.00	2,500.00	
14,280	14,983	17,500.00	15,800.00	61030	Finance Deputy Recorder	0.35	18,200.00	18,200.00	18,200.00	18,200.00	
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00	
11,595	13,344	11,000.00	10,200.00	61035	Admin Assistant	0.35	13,000.00	13,000.00	13,000.00	13,000.00	
1,389	2,855	8,000.00	8,850.00	61040	Part Time Help	0.00	10,000.00	10,000.00	10,000.00	10,000.00	
0	0	0.00	0.00	61060	Temporary Help	0.00	2,500.00	2,500.00	2,500.00	2,500.00	
0	0	500.00	0.00	61150	Overtime	0.00	500.00	500.00	500.00	500.00	
15,948	19,210	27,000.00	27,000.00	61300	PERS Retirement	0.00	29,000.00	29,000.00	29,000.00	29,000.00	
6,416	6,530	9,500.00	7,700.00	61400	Social Security (FICA)	0.00	9,500.00	9,500.00	9,500.00	9,500.00	
733	1,240	2,200.00	2,000.00	61450	State Unemployment (SUTA)	0.00	2,600.00	2,600.00	2,600.00	2,600.00	
22,595	29,564	39,500.00	30,000.00	61500	Medical Insurance	0.00	35,000.00	35,000.00	35,000.00	35,000.00	
46	48	200.00	60.00	61550	Workers Benefit Fund Assessmen	0.00	200.00	200.00	200.00	200.00	
682	493	1,200.00	680.00	61551	Workers Compensation	0.00	1,000.00	1,000.00	1,000.00	1,000.00	
116,705	131,151	175,600	160,422		PERSONNEL SERVICES Totals:	1.75	180,700	180,700	180,700	180,700	
179,863	179,863	185,000.00	185,259.00	02 61650	MATERIALS & SERVICES Douglas County (Sheriff)	0.00	191,000.00	191,000.00	191,000.00	191,000.00	

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
5,939	3,614	10,000.00	10,000.00	61660	Technology Support & Maint.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
2,004	3,449	2,600.00	2,000.00	62500	Dues & Memberships	0.00	2,600.00	2,600.00	2,600.00	2,600.00
124	74	1,800.00	300.00	62501	Meals & Mileage	0.00	1,800.00	1,800.00	1,800.00	1,800.00
225	0	2,500.00	2,500.00	62502	Conferences & Training	0.00	2,500.00	2,500.00	2,500.00	2,500.00
36	43	1,000.00	1,000.00	63300	Maintenance And Repair	0.00	1,000.00	1,000.00	1,000.00	1,000.00
2,216	3,262	4,000.00	4,000.00	64100	Printing And Postage	0.00	4,000.00	4,000.00	4,000.00	4,000.00
9,660	9,660	10,000.00	9,660.00	64150	Housing	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	35	150.00	0.00	64170	Drug Screen	0.00	150.00	150.00	150.00	150.00
200,066	200,000	217,050	214,719		MATERIALS & SERVICES Totals	0.00	223,050	223,050	223,050	223,050
20,000	20,000	10,000.00	10,000.00	05 69060	TRANSFERS Transfer To Equip Replace	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,000	1,000	1,000.00	1,000.00	69065	Transfer to So Co Comm Center	0.00	1,000.00	1,000.00	1,000.00	1,000.00
55,000	53,000	61,260.00	61,260.00	69111	Transfer to Facility Res.-City	0.00	61,260.00	61,260.00	61,260.00	61,260.00
0	20,000	20,000.00	20,000.00	69121	Transfer to Facility Res.-Park	0.00	0.00	0.00	0.00	0.00
76,000	94,000	92,260	92,260		TRANSFERS Totals:	0.00	67,260	67,260	67,260	67,260
0	0	123,821.00	0.00	06 65010	CONTINGENCY Operating Conting.	0.00	155,526.00	155,526.00	155,526.00	155,526.00
0	0	123,821	0		CONTINGENCY Totals:	0.00	155,526	155,526	155,526	155,526
392,771	425,151	608,731	467,401		EXPENDITURES TOTALS:	1.75	626,536	626,536	626,536	626,536

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
392,771	425,151	608,731	467,401		SECTION 2 EXPENSES	1.75	626,536	626,536	626,536	626,536
(392,771)	(425,151)	(608,731)	(467,401)		ADMINISTRATION Totals:	(1.75)	(626,536)	(626,536)	(626,536)	(626,536)

**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**

2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted
370	256	400.00	400.00	11 02 62110	CITY/COUNTY LIBRARY MATERIALS & SERVICES Gas Heat	0.00	400.00	400.00	400.00	400.00
720	720	720.00	720.00	62120	Electricity	0.00	720.00	720.00	720.00	720.00
718	743	800.00	910.00	62200	Telephone	0.00	950.00	950.00	950.00	950.00
272	276	320.00	274.00	63400	Insurance Property/Liability	0.00	320.00	320.00	320.00	320.00
1,500	1,500	1,500.00	1,500.00	63558	Janitorial / Library	0.00	1,500.00	1,500.00	1,500.00	1,500.00
31	55	150.00	125.00	64600	Supplies	0.00	125.00	125.00	125.00	125.00
3,612	3,551	3,890	3,929		MATERIALS & SERVICES Totals	0.00	4,015	4,015	4,015	4,015
3,612	3,551	3,890	3,929		EXPENDITURES TOTALS:	0.00	4,015	4,015	4,015	4,015
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
3,612	3,551	3,890	3,929		SECTION 2 EXPENSES	0.00	4,015	4,015	4,015	4,015
(3,612)	(3,551)	(3,890)	(3,929)		CITY/COUNTY LIBRARY Totals:	0.00	(4,015)	(4,015)	(4,015)	(4,015)

**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**



2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
3,493	3,676	5,000.00	5,000.00	14 02 62120	PIONEER PARK MATERIALS & SERVICES Electricity	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,706	1,656	2,100.00	1,644.00	63400	Insurance Property/Liability	0.00	2,100.00	2,100.00	2,100.00	2,100.00
3,415	3,168	6,000.00	6,000.00	63550	Building and Grounds Maint	0.00	6,000.00	6,000.00	6,000.00	6,000.00
1,181	1,296	3,000.00	3,000.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00
525	575	700.00	725.00	64161	Park Deposit Refund	0.00	700.00	700.00	700.00	700.00
571	497	700.00	700.00	64300	Vehicle - Fuel	0.00	700.00	700.00	700.00	700.00
222	244	500.00	500.00	64306	Equipment - Fuel	0.00	500.00	500.00	500.00	500.00
802	462	1,500.00	1,500.00	64308	Equipment - Maintenance	0.00	1,500.00	1,500.00	1,500.00	1,500.00
11,915	11,573	19,500	19,069		MATERIALS & SERVICES Totals	0.00	19,500	19,500	19,500	19,500
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
11,915	11,573	20,000	19,069		EXPENDITURES TOTALS:	0.00	20,000	20,000	20,000	20,000
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
11,915	11,573	20,000	19,069		SECTION 2 EXPENSES	0.00	20,000	20,000	20,000	20,000
(11,915)	(11,573)	(20,000)	(19,069)		PIONEER PARK Totals:	0.00	(20,000)	(20,000)	(20,000)	(20,000)

**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**

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	500.00	0.00	16 02 64155	COMMUNITY PROJECTS FUND MATERIALS & SERVICES 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
490	190	700.00	200.00	64167	Donations	0.00	700.00	700.00	700.00	700.00
490	190	1,200	200		MATERIALS & SERVICES Totals	0.00	1,200	1,200	1,200	1,200
490	190	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
490	190	1,200	200		SECTION 2 EXPENSES	0.00	1,200	1,200	1,200	1,200
(490)	(190)	(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.

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
36	34	75.00	40.00	17 01 61551	PUBLIC OFFICIALS PERSONNEL SERVICES Workers Compensation	0.00	75.00	75.00	75.00	75.00
36	34	75	40		PERSONNEL SERVICES Totals:	0.00	75	75	75	75
0	106	100.00	0.00	02 62500	MATERIALS & SERVICES Dues & Memberships	0.00	100.00	100.00	100.00	100.00
0	0	200.00	0.00	62501	Conferences & Training	0.00	200.00	200.00	200.00	200.00
1,500	1,500	1,500.00	1,500.00	63554	Janitorial / Council Room	0.00	1,500.00	1,500.00	1,500.00	1,500.00
0	0	75.00	0.00	64100	Printing and Postage	0.00	75.00	75.00	75.00	75.00
0	45	75.00	0.00	64150	Supplies	0.00	75.00	75.00	75.00	75.00
0	0	200.00	0.00	64155	Meals & Mileage	0.00	200.00	200.00	200.00	200.00
1,500	1,651	2,150	1,500		MATERIALS & SERVICES Totals	0.00	2,150	2,150	2,150	2,150
1,536	1,685	2,225	1,540		EXPENDITURES TOTALS:	0.00	2,225	2,225	2,225	2,225
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
1,536	1,685	2,225	1,540		SECTION 2 EXPENSES	0.00	2,225	2,225	2,225	2,225
(1,536)	(1,685)	(2,225)	(1,540)		PUBLIC OFFICIALS Totals:	0.00	(2,225)	(2,225)	(2,225)	(2,225)

**CITY OF CANYONVILLE**  
**GENERAL FUND 01**

**SOUTH COUNTY COMMUNITY CENTER (20)**

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

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

**REVENUES:** **\$2,600.00**

The revenues come from the General Fund.

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

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

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

2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
1,430	1,346	1,600.00	1,400.00	20 02 63400	YMCA - So. County Comm. Ctr. MATERIALS & SERVICES Insurance Property/Liability	0.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00
430	29	1,000.00	32.00	63550	Building/Grounds Maintenance	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
1,860	1,375	2,600	1,432		MATERIALS & SERVICES Totals	0.00	2,600	2,600	2,600	2,600	2,600
1,860	1,375	2,600	1,432		EXPENDITURES TOTALS:	0.00	2,600	2,600	2,600	2,600	2,600
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0	0
1,860	1,375	2,600	1,432		SECTION 2 EXPENSES	0.00	2,600	2,600	2,600	2,600	2,600
(1,860)	(1,375)	(2,600)	(1,432)		YMCA - So. County Comm. Ctr. Tr	0.00	(2,600)	(2,600)	(2,600)	(2,600)	(2,600)

**CITY OF CANYONVILLE**  
**GENERAL FUND 01**

**MUNICIPAL COURT DEPARTMENT (40)**

**CURRENT OPERATIONS:**

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

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

**BUDGET SUMMARY FOR MUNICIPAL COURT DEPARTMENT (40)**

**REVENUES:** **\$ 7,000.00**

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:** **\$ 7,000.00**

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

**TOTAL EXPENSES:** **\$ 7,000.00**



2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
3,072	3,072	3,100.00	0.00	40 01 61015	MUNICIPAL COURT PERSONNEL SERVICES Municipal Judge	0.00	0.00	0.00	0.00	0.00
1,842	2,016	2,200.00	0.00	61016	Municipal Clerk	0.00	0.00	0.00	0.00	0.00
592	720	1,200.00	0.00	61300	PERS Retirement	0.00	0.00	0.00	0.00	0.00
376	389	500.00	0.00	61400	Social Security (FICA)	0.00	0.00	0.00	0.00	0.00
66	86	150.00	0.00	61450	State Unemployment (SUTA)	0.00	0.00	0.00	0.00	0.00
6	5	15.00	0.00	61550	Workers Benefit Fund Assessmen	0.00	0.00	0.00	0.00	0.00
9	8	20.00	0.00	61551	Workers Compensation	0.00	0.00	0.00	0.00	0.00
5,963	6,297	7,185	0		PERSONNEL SERVICES Totals:	0.00	0	0	0	0
3,872	3,380	4,000.00	5,000.00	02 62461	MATERIALS & SERVICES County Portion MC Fines	0.00	5,000.00	5,000.00	5,000.00	5,000.00
881	1,750	1,600.00	1,600.00	62462	State Portion MC Fines	0.00	2,000.00	2,000.00	2,000.00	2,000.00
4,753	5,130	5,600	6,600		MATERIALS & SERVICES Totals	0.00	7,000	7,000	7,000	7,000
10,716	11,427	12,785	6,600		EXPENDITURES TOTALS:	0.00	7,000	7,000	7,000	7,000
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
10,716	11,427	12,785	6,600		SECTION 2 EXPENSES	0.00	7,000	7,000	7,000	7,000
(10,716)	(11,427)	(12,785)	(6,600)		MUNICIPAL COURT Totals:	0.00	(7,000)	(7,000)	(7,000)	(7,000)

**CITY OF CANYONVILLE**  
**GENERAL FUND 01**

**PLANNING & COMMUNITY DEVELOPMENT (50)**

**CURRENT OPERATIONS:**

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

**BUDGET SUMMARY FOR PLANNING DEPARTMENT (50)**

**REVENUES:** **\$12,500.00**

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

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

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

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

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

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

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

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	
Actual	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
					50	PLANNING & COMM DEVELOP					
					02	MATERIALS & SERVICES					
0	0	0	2,000.00	0.00	62410	Legal Services	0.00	2,000.00	2,000.00	2,000.00	2,000.00
0	8	8	1,000.00	0.00	64100	Printing & Postage	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	0	1,000.00	0.00	64281	Engineering	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	0	500.00	0.00	64650	Planning Commission	0.00	500.00	500.00	500.00	500.00
0	0	0	3,000.00	495.00	64862	**Engineering/Consultant	0.00	3,000.00	3,000.00	3,000.00	3,000.00
0	0	0	5,000.00	49.00	64864	**Planning/Consultant	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0	8	8	12,500	544		MATERIALS & SERVICES Totals	0.00	12,500	12,500	12,500	12,500
0	8	8	12,500	544		EXPENDITURES TOTALS:	0.00	12,500	12,500	12,500	12,500
0	0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
0	8	8	12,500	544		SECTION 2 EXPENSES	0.00	12,500	12,500	12,500	12,500
0	(8)	(8)	(12,500)	(544)		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
- 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:** **\$103,300.00**

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

**MATERIAL AND SERVICES:**

The expenses covered by this fund do not fluctuate much, so this budget has increased a small amount in electric and phone.

**TOTAL EXPENSES** **\$103,300.00**

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
1,177	1,534	2,500.00	2,500.00	60 02 62110	AUX/SUPPORT SERVICES MATERIALS & SERVICES Gas Heat	0.00	2,500.00	2,500.00	2,500.00	2,500.00
5,113	4,966	6,700.00	6,000.00	62120	Electricity	0.00	7,000.00	7,000.00	7,000.00	7,000.00
26,136	25,765	29,000.00	26,000.00	62122	Street Lights/Power	0.00	29,000.00	29,000.00	29,000.00	29,000.00
4,801	4,812	6,000.00	6,000.00	62200	Telephone	0.00	6,500.00	6,500.00	6,500.00	6,500.00
10,662	7,906	15,000.00	3,000.00	62410	Legal Services	0.00	15,000.00	15,000.00	15,000.00	15,000.00
763	450	2,000.00	0.00	62420	Ord. Codif. Service	0.00	2,000.00	2,000.00	2,000.00	2,000.00
475	475	800.00	549.00	62425	OGEC Assessment	0.00	800.00	800.00	800.00	800.00
13,300	13,750	20,200.00	17,000.00	62430	Audit Services	0.00	20,200.00	20,200.00	20,200.00	20,200.00
564	443	800.00	800.00	62450	Publish Budget	0.00	800.00	800.00	800.00	800.00
5,364	5,728	7,800.00	6,700.00	63400	Insurance Property/Liability	0.00	7,800.00	7,800.00	7,800.00	7,800.00
999	1,160	3,000.00	3,000.00	63550	Building/Grounds Maint.	0.00	3,000.00	3,000.00	3,000.00	3,000.00
1,500	1,500	1,500.00	1,500.00	63552	Janitorial / Administration	0.00	1,500.00	1,500.00	1,500.00	1,500.00
1,500	1,500	1,500.00	1,500.00	63556	Janitorial / Public Restrooms	0.00	1,500.00	1,500.00	1,500.00	1,500.00
3,317	2,308	3,000.00	3,000.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00
1,656	1,671	2,200.00	2,200.00	64156	Bank Charges	0.00	2,200.00	2,200.00	2,200.00	2,200.00
461	1,111	500.00	200.00	64900	Miscellaneous Expense	0.00	500.00	500.00	500.00	500.00
77,788	75,079	102,500	79,949		MATERIALS & SERVICES Totals	0.00	103,300	103,300	103,300	103,300
77,788	75,079	102,500	79,949		EXPENDITURES TOTALS:	0.00	103,300	103,300	103,300	103,300

2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0	0
77,788	75,079	102,500	79,949		SECTION 2 EXPENSES	0.00	103,300	103,300	103,300	103,300	103,300
(77,788)	(75,079)	(102,500)	(79,949)		AUX/SUPPORT SERVICES Totals	0.00	(103,300)	(103,300)	(103,300)	(103,300)	(103,300)

2018	2019		2020		2020	Estimated	Account	Description	FTE	2021		
	Actual	Actual	Adopted	Adopted						Requested	Proposed	Approved
932,736	973,399	766,431	958,111				SECTION 1 REVENUES	0.00	779,376	779,376	779,376	779,376
500,688	530,039	766,431	580,664				SECTION 1 EXPENSES	1.75	779,376	779,376	779,376	779,376
432,048	443,360	0	377,447				GENERAL FUND Totals:	(1.75)	0	0	0	0





# CITY OF CANYONVILLE STREET FUND 02

STREET FUND 02

## MAJOR GOVERNMENTAL FUND

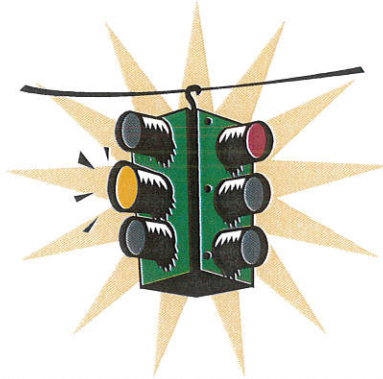
### STATE TAX STREET FUND ADMINISTRATION (.50 FTE)

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:** **\$342,900.00**

Beginning fund balance 02-00-41000: The beginning fund has decreased by \$50,000.00 this year due to the extra money the City spent on the Pine Street Paving Project.

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 1975.

ODOT SCA Grant 02-01-44960: The City received 2 Small City grants last year to assist with the paving of Pine Street. No grants are anticipated for this fiscal year

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.

**PERSONNEL SERVICES: \$49,570.00**

Personnel Services has increased by \$2,2145.00 from last year. This increase is due to the increase to the medical insurance and Pers.

**MATERIALS & SERVICES: \$59,175.00**

The total for materials and services this fiscal year has increased by \$8,000.00 from last year. There have been some minor changes to line items. The major changes in this fund are listed below:

Street Improvement 02-10-63557: Has been increased by \$5,000.00 for any small repairs to the street this year.

Storm Drain Maintenance 02-10-64330: Has been increased by \$3,000.00 due to the cost of the last storm drain repair that was made.

Miscellaneous Expense 02-10-64900: This line item has been added 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 provide clearer accounting for the money.

**TRANSFERS: \$122,300.00**

Transfer to Equipment Replacement 02-10-69060: The street department recently purchased a new street sweeper and the annual payments are \$9,000.00. So, we are transferring \$10,000.00 to the Equipment Replacement Fund.

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 \$1,300.00 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 \$111,000.00 is being transferred from Street Fund to the Street Capital Reserve Fund.

**CONTINGENCY: \$110,855.00**

Operating contingency 02-10-65010: Contingency has been increased by \$57,191.00. 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**

**\$342,900.00**

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	
281,147	321,256	280,000.00	321,256.00	02 RI 41000	STATE TAX STREET FUND REVENUES Beginning Fund Balance	0.00	230,000.00	230,000.00	230,000.00	230,000.00	230,000.00
0	0	0.00	0.00	44780	Douglas Co. Aid To Cities	0.00	0.00	0.00	0.00	0.00	0.00
122,182	140,027	110,000.00	130,000.00	44950	Oregon Motor Veh. Rev.	0.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00
0	0	150,000.00	150,000.00	44960	ODOT SCA Grant	0.00	0.00	0.00	0.00	0.00	0.00
2,200	775	800.00	1,750.00	44962	**ODOT Mowing	0.00	800.00	800.00	800.00	800.00	800.00
3,824	6,617	1,500.00	4,900.00	45000	Interest Earned	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
4,597	4,743	100.00	0.00	49400	Miscellaneous Receipts	0.00	100.00	100.00	100.00	100.00	100.00
413,949	473,418	542,400	607,906		REVENUES Totals:	0.00	342,900	342,900	342,900	342,900	342,900
413,949	473,418	542,400	607,906		REVENUES TOTALS:	0.00	342,900	342,900	342,900	342,900	342,900

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	10 01 61014	ADMINISTRATION PERSONNEL SERVICES Superintendent	0.00	0.00	0.00	0.00	0.00
0	2,581	10,000.00	10,000.00	61027	Utility Worker-New	0.25	10,700.00	10,700.00	10,700.00	10,700.00
12,996	9,716	7,000.00	7,000.00	61029	Utility Worker	0.15	7,000.00	7,000.00	7,000.00	7,000.00
2,040	2,140	3,000.00	3,000.00	61030	Finance Deputy Recorder	0.05	3,000.00	3,000.00	3,000.00	3,000.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
1,656	1,906	2,000.00	2,000.00	61035	Admin Assistant	0.05	2,200.00	2,200.00	2,200.00	2,200.00
0	0	0.00	0.00	61040	Seasonal/Temporary	0.00	0.00	0.00	0.00	0.00
0	0	400.00	0.00	61150	Overtime	0.00	400.00	400.00	400.00	400.00
2,876	1,867	6,000.00	4,000.00	61300	PERS Retirement	0.00	6,500.00	6,500.00	6,500.00	6,500.00
1,277	1,251	2,000.00	2,000.00	61400	Social Security (FICA)	0.00	2,200.00	2,200.00	2,200.00	2,200.00
224	268	475.00	475.00	61450	State Unemployment (SUTA)	0.00	520.00	520.00	520.00	520.00
8,581	9,551	13,500.00	13,500.00	61500	Medical Insurance	0.00	14,000.00	14,000.00	14,000.00	14,000.00
15	14	50.00	50.00	61550	Workers Benefit Fund Assessmen	0.00	50.00	50.00	50.00	50.00
3,334	1,749	3,000.00	2,000.00	61551	Workers Compensation	0.00	3,000.00	3,000.00	3,000.00	3,000.00
32,999	31,044	47,425	44,025		PERSONNEL SERVICES Totals:	0.50	49,570	49,570	49,570	49,570
469	466	500.00	500.00	02 62125	MATERIALS & SERVICES Safety Equipment & Supplies	0.00	500.00	500.00	500.00	500.00
627	680	900.00	900.00	62201	Cellular Phones	0.00	900.00	900.00	900.00	900.00
0	0	50.00	0.00	62500	Dues & Memberships	0.00	50.00	50.00	50.00	50.00

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	300.00	0.00	62501	Meals & Mileage	0.00	300.00	300.00	300.00	300.00
0	0	300.00	0.00	62502	Conferences & Training	0.00	300.00	300.00	300.00	300.00
263	0	600.00	300.00	63000	Boot Allowance	0.00	600.00	600.00	600.00	600.00
198	221	600.00	600.00	63200	Hand Tools - Small	0.00	600.00	600.00	600.00	600.00
1,498	1,415	1,700.00	1,404.00	63400	Insurance Property/Liability	0.00	1,700.00	1,700.00	1,700.00	1,700.00
1,705	1,778	4,000.00	4,000.00	63551	Materials and Supplies	0.00	4,000.00	4,000.00	4,000.00	4,000.00
1,270	1,619	6,500.00	6,500.00	63555	Paint & Signs	0.00	6,500.00	6,500.00	6,500.00	6,500.00
1,000	6,763	10,000.00	5,000.00	63557	Street Improvement	0.00	15,000.00	15,000.00	15,000.00	15,000.00
0	0	25.00	93.00	63610	Permits and Fees	0.00	25.00	25.00	25.00	25.00
0	90	100.00	0.00	64170	Drug Screen	0.00	100.00	100.00	100.00	100.00
675	6,896	10,000.00	2,000.00	64281	Engineer Service	0.00	10,000.00	10,000.00	10,000.00	10,000.00
1,661	1,504	3,000.00	3,000.00	64300	Vehicle Expense - Fuel	0.00	3,000.00	3,000.00	3,000.00	3,000.00
710	1,782	3,500.00	3,500.00	64304	Vehicle Expense - Maintenance	0.00	3,500.00	3,500.00	3,500.00	3,500.00
675	351	2,000.00	2,000.00	64306	Equipment - Fuel	0.00	2,000.00	2,000.00	2,000.00	2,000.00
2,290	1,204	4,000.00	4,000.00	64308	Equipment - Maintenance	0.00	4,000.00	4,000.00	4,000.00	4,000.00
0	206	1,000.00	500.00	64310	Equipment - Rental	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	2,000.00	500.00	64330	Storm Drain Maintenance	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0	0	0.00	0.00	64900	Miscellaneous Expense	0.00	100.00	100.00	100.00	100.00

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021													
Actual	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Actual	Actual	Adopted	Estimated	
13,041	24,973	51,075	34,797			MATERIALS & SERVICES Totals	0.00	59,175	59,175	59,175	59,175							0.00	59,175	59,175	59,175	59,175																
0	740	1,000.00	0.00	03		CAPITAL OUTLAY																																
0	0	238,000.00	227,312.00	66010		New Equipment	0.00	1,000.00	1,000.00	1,000.00	1,000.00							0.00	1,000.00	1,000.00	1,000.00	1,000.00																
20,554	0	140,000.00	0.00	66030		Pine Street Paving-Phase 1 & 2	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.00	0.00	0.00																
0	0	0.00	0.00	66040		Street Paving	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.00	0.00	0.00																
0	0	0.00	0.00	66043		ODOT Reimbursement SCA	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.00	0.00	0.00																
0	0	0.00	0.00	66780		**Douglas County Aid to Cities	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.00	0.00	0.00																
20,554	740	379,000	227,312	05		CAPITAL OUTLAY Totals:	0.00	1,000	1,000	1,000	1,000							0.00	1,000	1,000	1,000	1,000																
25,000	30,000	10,000.00	10,000.00	69060		TRANSFERS	0.00	10,000.00	10,000.00	10,000.00	10,000.00							0.00	10,000.00	10,000.00	10,000.00	10,000.00																
1,100	1,100	1,200.00	1,200.00	69070		Transfer to Equipment Replacem	0.00	1,300.00	1,300.00	1,300.00	1,300.00							0.00	1,300.00	1,300.00	1,300.00	1,300.00																
0	0	0.00	0.00	69111		Transfer/Bikeway1% 02-00-44950	0.00	111,000.00	111,000.00	111,000.00	111,000.00							0.00	111,000.00	111,000.00	111,000.00	111,000.00																
26,100	31,100	11,200	11,200	06		Transfer to Street Capital Res	0.00	122,300	122,300	122,300	122,300							0.00	122,300	122,300	122,300	122,300																
0	0	53,700.00	0.00	65010		TRANSFERS Totals:	0.00	110,855.00	110,855.00	110,855.00	110,855.00							0.00	110,855.00	110,855.00	110,855.00	110,855.00																
92,693	87,857	542,400	317,334			CONTINGENCY	0.50	342,900	342,900	342,900	342,900							0.50	342,900	342,900	342,900	342,900																
0	0	0	0			Operating Contingencies	0.00	0	0	0	0							0.00	0	0	0	0																
92,693	87,857	542,400	317,334			CONTINGENCY Totals:	0.50	342,900	342,900	342,900	342,900							0.50	342,900	342,900	342,900	342,900																
(92,693)	(87,857)	(542,400)	(317,334)			EXPENDITURES TOTALS:																																
						SECTION 2 REVENUES																																
						SECTION 2 EXPENSES																																
						ADMINISTRATION Totals:	(0.50)	(342,900)	(342,900)	(342,900)	(342,900)								(0.50)	(342,900)	(342,900)	(342,900)	(342,900)															



2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021			2021 Adopted
							Requested	Proposed	Approved	
413,949	473,418	542,400	607,906		SECTION 1 REVENUES	0.00	342,900	342,900	342,900	342,900
92,693	87,857	542,400	317,334		SECTION 1 EXPENSES	0.50	342,900	342,900	342,900	342,900
321,256	385,561	0	290,572		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)

WATER FUND  
06

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 \$563,900.00**

Beginning fund balance 06-00-4100: Has stayed the same as last fiscal year.

Water Collections 06-00-46300: It is important to note that the water revenue is estimated to decrease by \$50,000.00 this fiscal year 2020-2021 due to the sewer treatment plant completion. The new plant will use reclaimed water from the treatment system.

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 some of the unspent funds from last year and reduced the contingency line item 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 remained consistent over the last three years at around \$10,000.00.

**PERSONNEL SERVICES:** **\$227,850.00**

Personnel Services has **increased** by \$2,000.00 from last year's budget. The reason the increase is so small is due to the decrease in the operator salary and insurance benefits. The new employee does not have family coverage and is in a lower classification than the prior operator.

**MATERIALS AND SERVICES:** **\$191,600.00**

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 \$11,800.00. The following line items have been decreased based off historic use in order to transfer money to the capital accounts.

Technology Support & Maint. 06-10-61660: This line item has been decreased by \$5,000.00 from last fiscal year.

Legal Services 06-10-62410: This line item has been decreased by \$5,000.00 from last fiscal year.

Consulting Services 06-10-64800: This line item is for the contract with Brian Kelly to be the Direct Responsible Charge for the water. 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: \$21,975.00**

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

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

Dam Payment/Per Customer 06-10-68501: As part of the Intergovernmental Agreement for the dam the city pays the county an annual payment based on \$1.00 per citizen. The City's population was increased to 1975 this year.

**TRANSFERS: \$65,000.00**

Transfer to Equipment Replacement 06-10-69060: This budget year \$20,000.00 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 \$35,000.00 is being transferred to the capital reserve fund. The amount being transferred has decreased by \$20,000.00 due to the new Sewer Plant using reclaimed water. Transfers to this fund may decrease more after this fiscal year. 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 \$10,000.00

**CONTINGENCY: \$55,475.00**

Operating Contingency has decreased by \$20,250.00 over last budget year. This is due largely from the new Sewer Plants use of reclaimed water.

**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:**

**\$563,900.00**

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
228,262	258,299	200,000.00	306,079.00	06 R1 41000	WATER FUND REVENUES Beginning Fund Balance	0.00	200,000.00	200,000.00	200,000.00	200,000.00
665	3,256	100.00	991.00	44790	Bulk Water Sales	0.00	100.00	100.00	100.00	100.00
2,607	4,512	2,000.00	3,600.00	45000	Interest Earned	0.00	2,000.00	2,000.00	2,000.00	2,000.00
424,468	420,729	400,000.00	400,000.00	46300	Water Collections	0.00	350,000.00	350,000.00	350,000.00	350,000.00
1,200	2,833	1,500.00	600.00	46310	Water Hook-Ups	0.00	1,500.00	1,500.00	1,500.00	1,500.00
50	230	100.00	200.00	46312	Reconnect Fee	0.00	100.00	100.00	100.00	100.00
10,674	7,040	10,000.00	10,000.00	46315	**Late Fees	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	100.00	0.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
15,710	249	100.00	9,413.00	49400	Miscellaneous	0.00	100.00	100.00	100.00	100.00
683,637	697,147	613,900	730,883		REVENUES Totals:	0.00	563,900	563,900	563,900	563,900
683,637	697,147	613,900	730,883		REVENUES TOTALS:	0.00	563,900	563,900	563,900	563,900

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
8,804	9,062	10,000.00	10,000.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.15	12,000.00	12,000.00	12,000.00	12,000.00
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
28,322	33,616	36,200.00	25,000.00	61025	Water Plant Operator	0.75	30,000.00	30,000.00	30,000.00	30,000.00
6,401	8,177	10,500.00	10,500.00	61026	Sewer Plant Operator	0.25	12,000.00	12,000.00	12,000.00	12,000.00
39,593	10,929	7,000.00	7,000.00	61027	Utility Worker-New	0.20	8,300.00	8,300.00	8,300.00	8,300.00
11,677	12,208	13,800.00	13,800.00	61028	Lead WWT Plant Operator	0.25	14,800.00	14,800.00	14,800.00	14,800.00
8,122	13,520	20,500.00	20,500.00	61029	Utility Worker	0.50	22,000.00	22,000.00	22,000.00	22,000.00
12,240	12,843	14,500.00	14,500.00	61030	Finance Deputy Recorder	0.30	16,000.00	16,000.00	16,000.00	16,000.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
9,938	11,437	8,900.00	8,900.00	61035	Admin Assistant	0.30	10,500.00	10,500.00	10,500.00	10,500.00
0	5,326	500.00	0.00	61040	Part Time Help	0.00	500.00	500.00	500.00	500.00
154	990	500.00	0.00	61150	Overtime	0.00	500.00	500.00	500.00	500.00
21,617	14,701	28,000.00	20,000.00	61300	PERS Retirement	0.00	32,000.00	32,000.00	32,000.00	32,000.00
8,963	8,639	11,500.00	9,000.00	61400	Social Security (FICA)	0.00	11,500.00	11,500.00	11,500.00	11,500.00
1,402	1,864	3,000.00	2,500.00	61450	State Unemployment (SUTA)	0.00	3,000.00	3,000.00	3,000.00	3,000.00
45,642	45,131	56,000.00	45,000.00	61500	Medical Insurance	0.00	50,000.00	50,000.00	50,000.00	50,000.00
89	83	250.00	70.00	61550	Workers Benefit Fund Assessmen	0.00	250.00	250.00	250.00	250.00



2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
3,210	2,872	4,700.00	3,100.00	61551	Workers Compensation	0.00	4,500.00	4,500.00	4,500.00	4,500.00
206,174	191,398	225,850	189,870	02	PERSONNEL SERVICES Totals:	2.70	227,850	227,850	227,850	227,850
7,500	7,500	7,500.00	7,500.00	61600	MATERIALS & SERVICES **Administrative Charge	0.00	7,500.00	7,500.00	7,500.00	7,500.00
15,000	15,000	15,000.00	15,000.00	61605	Water Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00
7,313	7,179	15,000.00	10,000.00	61660	Technology Support & Maint.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
17,710	19,189	24,000.00	24,000.00	62120	Electricity	0.00	25,000.00	25,000.00	25,000.00	25,000.00
98	535	700.00	300.00	62125	Safety Equipment & Supplies	0.00	700.00	700.00	700.00	700.00
2,021	1,914	2,400.00	2,400.00	62200	Telephone	0.00	2,600.00	2,600.00	2,600.00	2,600.00
1,004	867	1,300.00	1,000.00	62201	Cellular Phones	0.00	1,300.00	1,300.00	1,300.00	1,300.00
396	0	10,000.00	0.00	62410	Legal Services	0.00	5,000.00	5,000.00	5,000.00	5,000.00
417	760	1,000.00	760.00	62500	Dues & Memberships	0.00	1,000.00	1,000.00	1,000.00	1,000.00
68	27	500.00	200.00	62501	Meals & Mileage	0.00	500.00	500.00	500.00	500.00
1,760	410	2,000.00	400.00	62502	Conferences & Training	0.00	2,000.00	2,000.00	2,000.00	2,000.00
398	117	600.00	200.00	63000	Boot Allowance	0.00	600.00	600.00	600.00	600.00
0	400	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
375	701	1,000.00	300.00	63200	Hand Tools - Small	0.00	1,000.00	1,000.00	1,000.00	1,000.00
9,493	9,593	11,000.00	9,600.00	63400	Insurance - Property/Liability	0.00	11,000.00	11,000.00	11,000.00	11,000.00
423	41	2,500.00	1,000.00	63551	Intake Repair Maint	0.00	2,500.00	2,500.00	2,500.00	2,500.00

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
10,487	3,802	15,000.00	15,000.00	63552	Water System Maint.	0.00	15,000.00	15,000.00	15,000.00	15,000.00
2,320	1,611	5,000.00	5,000.00	63556	Replacement - Service & Meters	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,102	1,631	3,500.00	2,000.00	63557	NEW - Services & Meters	0.00	3,500.00	3,500.00	3,500.00	3,500.00
2,769	2,535	5,000.00	5,000.00	63600	Plant/Grounds Maint.	0.00	5,000.00	5,000.00	5,000.00	5,000.00
3,286	2,083	6,500.00	4,500.00	63610	Permits & Fees	0.00	6,500.00	6,500.00	6,500.00	6,500.00
12,447	12,483	20,000.00	20,000.00	63650	Chlorine And Chemicals	0.00	20,000.00	20,000.00	20,000.00	20,000.00
4,052	5,335	7,000.00	7,000.00	63900	Water Samples	0.00	7,000.00	7,000.00	7,000.00	7,000.00
2,138	2,178	3,500.00	3,500.00	64100	Printing And Postage	0.00	3,500.00	3,500.00	3,500.00	3,500.00
2,067	1,624	2,500.00	2,500.00	64150	Supplies	0.00	2,500.00	2,500.00	2,500.00	2,500.00
90	0	200.00	70.00	64170	Drug Screen	0.00	200.00	200.00	200.00	200.00
2,214	2,486	3,000.00	3,000.00	64300	Vehicle Expense - Fuel	0.00	3,000.00	3,000.00	3,000.00	3,000.00
(178)	274	500.00	500.00	64301	Equipment Rental	0.00	500.00	500.00	500.00	500.00
3,293	496	2,500.00	1,000.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
472	259	900.00	400.00	64306	Equipment - Fuel	0.00	900.00	900.00	900.00	900.00
382	654	1,500.00	1,000.00	64308	Equipment Repair	0.00	1,500.00	1,500.00	1,500.00	1,500.00
2,646	2,878	3,300.00	2,921.00	64450	Fire Control	0.00	3,300.00	3,300.00	3,300.00	3,300.00
6,200	9,550	18,000.00	11,000.00	64800	Consulting Services	0.00	15,000.00	15,000.00	15,000.00	15,000.00
330	70	10,000.00	2,000.00	64862	Engineering Services	0.00	10,000.00	10,000.00	10,000.00	10,000.00

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0.00	0.00	64900	Miscellaneous Expense	0.00	100.00	100.00	100.00	100.00
120,094	114,183	203,400	159,851		MATERIALS & SERVICES Totals	0.00	191,700	191,700	191,700	191,700
0	3,326	10,000.00	0.00	03 66010	CAPITAL OUTLAY Small Equipment Replacement	0.00	10,000.00	10,000.00	10,000.00	10,000.00
6,329	5,112	10,000.00	5,000.00	66014	Water Line Replacement	0.00	10,000.00	10,000.00	10,000.00	10,000.00
1,905	1,905	1,925.00	1,925.00	68501	Dam Payment/Per Customer	0.00	1,975.00	1,975.00	1,975.00	1,975.00
8,234	10,343	21,925	6,925		CAPITAL OUTLAY Totals:	0.00	21,975	21,975	21,975	21,975
10,000	0	20,000.00	20,000.00	05 69060	TRANSFERS Transfer To Equip. Replace.	0.00	20,000.00	20,000.00	20,000.00	20,000.00
65,000	65,000	55,000.00	55,000.00	69063	Transfer-Capital Reserve	0.00	35,000.00	35,000.00	35,000.00	35,000.00
10,000	10,000	10,000.00	10,000.00	69065	Transfer Late Fee-Capital Res	0.00	10,000.00	10,000.00	10,000.00	10,000.00
5,835	0	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
90,835	75,000	85,000	85,000		TRANSFERS Totals:	0.00	65,000	65,000	65,000	65,000
0	0	75,725.00	0.00	06 65010	CONTINGENCY Operating Contingencies	0.00	55,375.00	55,375.00	55,375.00	55,375.00
0	0	75,725	0		CONTINGENCY Totals:	0.00	55,375	55,375	55,375	55,375
0	0	2,000.00	0.00	08 64907	DEBT SERVICE Debt Service Claim	0.00	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
425,337	390,925	613,900	441,646		EXPENDITURES TOTALS:	2.70	563,900	563,900	563,900	563,900

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
425,337	390,925	613,900	441,646		SECTION 2 EXPENSES	2.70	563,900	563,900	563,900	563,900
(425,337)	(390,925)	(613,900)	(441,646)		ADMINISTRATION Totals:	(2.70)	(563,900)	(563,900)	(563,900)	(563,900)

2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
683,637	697,147	613,900	730,883		SECTION 1 REVENUES	0.00	563,900	563,900	563,900	563,900	563,900
425,337	390,925	613,900	441,646		SECTION 1 EXPENSES	2.70	563,900	563,900	563,900	563,900	563,900
258,299	306,222	0	289,237		WATER FUND Totals:	(2.70)	0	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:** **\$1,046,900.00**

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. If it is necessary at the end of the project a slight raise could be established, then.

Beginning Fund Balance 07-00-41000: The beginning fund balance which is basically the carried over cash from the previous year which has increased by \$10,000.00 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:** **\$248,450.00**

Personnel Services has **increased** a total of \$2,300.00 from last year's budget. Although the PERS and medical insurance increased the majority of the cost was absorbed through an employee change from family coverage to single coverage.

**MATERIALS AND SERVICES:** **\$310,400.00**

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 \$8,000.00.

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

Electricity 07-10-62120: This line item is staying the same as last fiscal year.

Water 07-10-62122: This line item has been decreased by \$9,000.00 due to the new sewer plant utilizing reclaimed water. It is anticipated that this line item will greatly reduce next year when we see the results of utilizing the reclaimed water.



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

Lab Work 07-10-63555: Increased by \$5,000.00. We may have to do some additional testing for the new plant.

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 \$5,000.00. Once we have the sewer upgrade completed this line item will reduce dramatically. However, we have left it relatively the same as last year just in case there is a delay with the upgrade.

Vehicle expense fuel 07-10-64300: This line will be staying the same as last fiscal year.

Equipment – fuel 07-10-64306: Increasing this line item by \$1,000.00 to cover the fuel for the new Vactor Truck.

**CAPITAL OUTLAY: \$10,000.00**

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

**TRANSFERS: \$442,800.00**

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

Transfer to Capital Reserve 07-10-59063: Transfer \$432,800.00 which is \$47,200.00 less than the normal transfer. This is primarily due to having to run the old plant and the new plant simultaneous at a certain point. 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.

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

**CONTINGENCY:**

**\$35,250.00**

Operating Contingency 07-10-65010: Has increased by \$1,900.00 from last year's budget.

**DEBT SERVICE:**

**\$ 0.00**

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

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

**TOTAL EXPENSES:**

**\$1,046,900.00**

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Actual	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
203,072	236,743	190,000.00	216,250.00	07 R1 41000	SEWER FUND REVENUES Beginning Fund Balance	0.00	200,000.00	200,000.00	200,000.00	200,000.00
1,578	1,105	1,500.00	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
5,997	10,376	6,000.00	8,400.00	45000	Interest Earned	0.00	6,000.00	6,000.00	6,000.00	6,000.00
922,349	897,991	840,000.00	900,000.00	46280	Sewer Collections	0.00	840,000.00	840,000.00	840,000.00	840,000.00
0	0	100.00	220.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
0	0	0.00	0.00	49000	Phase II New Equip. Reimburse.	0.00	60,000.00	60,000.00	60,000.00	60,000.00
588	1,707	500.00	4,000.00	49400	Miscellaneous Receipts	0.00	500.00	500.00	500.00	500.00
1,133,584	1,147,922	1,038,400	1,128,870		REVENUES Totals:	0.00	1,106,900	1,106,900	1,106,900	1,106,900
1,133,584	1,147,922	1,038,400	1,128,870		REVENUES TOTALS:	0.00	1,106,900	1,106,900	1,106,900	1,106,900

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
11,738	12,025	13,500.00	13,500.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.20	13,500.00	13,500.00	13,500.00	13,500.00
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
9,441	11,205	12,500.00	8,000.00	61025	Water Plant Operator	0.25	9,600.00	9,600.00	9,600.00	9,600.00
23,837	24,530	32,000.00	28,000.00	61026	Sewer Plant Operator	0.75	32,800.00	32,800.00	32,800.00	32,800.00
7,876	2,073	7,200.00	7,200.00	61027	Utility Worker-New	0.20	7,600.00	7,600.00	7,600.00	7,600.00
35,031	36,624	41,500.00	41,500.00	61028	Lead WWT Plant Operator	0.75	41,600.00	41,600.00	41,600.00	41,600.00
6,498	8,982	12,300.00	12,300.00	61029	Utility Worker	0.20	12,800.00	12,800.00	12,800.00	12,800.00
12,240	12,843	14,500.00	14,500.00	61030	Finance Deputy Recorder	0.30	15,400.00	15,400.00	15,400.00	15,400.00
0	0	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
9,938	11,438	8,900.00	8,900.00	61035	Admin Assistant	0.30	9,600.00	9,600.00	9,600.00	9,600.00
46	552	500.00	58.00	61150	Overtime	0.00	500.00	500.00	500.00	500.00
18,806	17,215	32,000.00	25,000.00	61300	PERS Retirement	0.00	36,600.00	36,600.00	36,600.00	36,600.00
8,922	9,219	13,000.00	13,000.00	61400	Social Security (FICA)	0.00	13,200.00	13,200.00	13,200.00	13,200.00
1,381	1,957	3,500.00	3,000.00	61450	State Unemployment (SUTA)	0.00	3,500.00	3,500.00	3,500.00	3,500.00
39,222	41,155	48,000.00	42,760.00	61500	Medical Insurance	0.00	45,000.00	45,000.00	45,000.00	45,000.00
93	88	250.00	100.00	61550	Workers Benefit Fund Assessmen	0.00	250.00	250.00	250.00	250.00
4,164	3,770	6,500.00	4,500.00	61551	Workers Compensation	0.00	6,500.00	6,500.00	6,500.00	6,500.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
189,234	193,676	246,150	222,318		PERSONNEL SERVICES Totals:	2.95	248,450	248,450	248,450	248,450
7,500	7,500	7,500.00	7,500.00	02	MATERIALS & SERVICES					
				61600	**Administrative Charge	0.00	7,500.00	7,500.00	7,500.00	7,500.00
15,000	15,000	15,000.00	15,000.00	61610	Sewer Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00
5,738	3,705	12,000.00	5,000.00	61660	Technology Support & Maint.	0.00	12,000.00	12,000.00	12,000.00	12,000.00
23,012	24,575	40,000.00	25,000.00	62120	Electricity	0.00	40,000.00	40,000.00	40,000.00	40,000.00
36,206	43,240	59,000.00	45,000.00	62122	Water	0.00	50,000.00	50,000.00	50,000.00	50,000.00
375	649	700.00	700.00	62125	Safety Equip.	0.00	700.00	700.00	700.00	700.00
2,294	2,401	2,700.00	2,700.00	62200	Telephone	0.00	2,700.00	2,700.00	2,700.00	2,700.00
918	726	1,200.00	1,200.00	62201	Cellular Phones	0.00	1,200.00	1,200.00	1,200.00	1,200.00
0	0	5,000.00	0.00	62410	Legal Services	0.00	5,000.00	5,000.00	5,000.00	5,000.00
557	170	800.00	400.00	62500	Ducs & Memberships	0.00	800.00	800.00	800.00	800.00
0	0	1,000.00	0.00	62501	Meals & Mileage	0.00	1,000.00	1,000.00	1,000.00	1,000.00
680	615	2,600.00	0.00	62502	Conferences & Training	0.00	2,600.00	2,600.00	2,600.00	2,600.00
336	109	600.00	100.00	63000	Boot Allowance	0.00	600.00	600.00	600.00	600.00
236	359	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
14,747	14,493	16,000.00	14,378.00	63400	Insurance Property/Liability	0.00	16,000.00	16,000.00	16,000.00	16,000.00
706	1,122	4,000.00	2,000.00	63554	Sewer System Maintenance	0.00	4,000.00	4,000.00	4,000.00	4,000.00

2018	2019	2020	2020	2021	2021	2021	2021	2021	2021	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
9,322	9,426	15,000.00	15,000.00	63555	Lab Work	0.00	20,000.00	20,000.00	20,000.00	20,000.00
7,630	3,026	7,000.00	7,000.00	63600	Plant/Grounds Maintenance	0.00	7,000.00	7,000.00	7,000.00	7,000.00
199	3,025	5,000.00	3,500.00	63610	Permits & Fees	0.00	5,000.00	5,000.00	5,000.00	5,000.00
17,024	33,285	41,000.00	41,500.00	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	250.00	250.00	250.00	250.00
26,672	32,928	35,000.00	35,000.00	63670	Sludge Removal	0.00	30,000.00	30,000.00	30,000.00	30,000.00
2,603	2,738	3,500.00	3,000.00	64100	Printing And Postage	0.00	3,500.00	3,500.00	3,500.00	3,500.00
1,861	2,072	3,000.00	3,000.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00
465	300	500.00	500.00	64170	Drug Screen/CDL (2year)	0.00	500.00	500.00	500.00	500.00
1,386	2,252	2,500.00	2,500.00	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
175	62	2,500.00	1,000.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
662	762	2,000.00	800.00	64306	Equipment - Fuel	0.00	3,000.00	3,000.00	3,000.00	3,000.00
2,096	2,594	3,500.00	2,500.00	64308	Equipment - Maintenance	0.00	3,500.00	3,500.00	3,500.00	3,500.00
0	14,500	18,000.00	15,000.00	64800	Consulting Services	0.00	18,000.00	18,000.00	18,000.00	18,000.00
1,886	1,564	10,000.00	6,000.00	64862	Engineering Services	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	50.00	0.00	64900	Miscellaneous Expense	0.00	50.00	50.00	50.00	50.00
180,287	223,200	318,400	255,778		MATERIALS & SERVICES Totals	0.00	310,400	310,400	310,400	310,400

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	943	10,000.00	0.00	03 66010	CAPITAL OUTLAY New Equipment	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0	0	0.00	0.00	66020	Phase II New Equip. Expense	0.00	60,000.00	60,000.00	60,000.00	60,000.00
0	943	10,000	0	05	CAPITAL OUTLAY Totals: TRANSFERS	0.00	70,000	70,000	70,000	70,000
0	10,000	10,000.00	10,000.00	69060	Transfer To Equip. Replace.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
480,000	480,000	420,500.00	420,500.00	69063	Transfer To Capital Res.	0.00	432,800.00	432,800.00	432,800.00	432,800.00
0	0	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
480,000	490,000	430,500	430,500	06	TRANSFERS Totals: CONTINGENCY	0.00	442,800	442,800	442,800	442,800
0	0	33,350.00	0.00	65010	Operating Contingencies	0.00	35,250.00	35,250.00	35,250.00	35,250.00
0	0	33,350	0	07	CONTINGENCY Totals: UNAPPROP. ENDING FND BAL	0.00	35,250	35,250	35,250	35,250
0	0	0.00	0.00	67250	Unapprop. Ending Fund Bal.	0.00	0.00	0.00	0.00	0.00
0	0	0	0	08	UNAPPROP. ENDING FND BAL	0.00	0	0	0	0
47,321	23,606	0.00	0.00	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
47,321	23,606	0	0		DEBT SERVICE Totals:	0.00	0	0	0	0
896,841	931,424	1,038,400	908,596		EXPENDITURES TOTALS:	2.95	1,106,900	1,106,900	1,106,900	1,106,900

2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0	0
896,841	931,424	1,038,400	908,596		SECTION 2 EXPENSES	2.95	1,106,900	1,106,900	1,106,900	1,106,900	1,106,900
(896,841)	(931,424)	(1,038,400)	(908,596)		ADMINISTRATION Totals:	(2.95)	(1,106,900)	(1,106,900)	(1,106,900)	(1,106,900)	(1,106,900)



2018	2019	2020		2020	Description	FTE	2021			2021
		Actual	Adopted				Estimated	Account	Requested	
1,133,584	1,147,922	1,038,400	1,128,870		SECTION 1 REVENUES	0.00	1,106,900	1,106,900	1,106,900	1,106,900
896,841	931,424	1,038,400	908,596		SECTION 1 EXPENSES	2.95	1,106,900	1,106,900	1,106,900	1,106,900
236,743	216,498	0	220,274		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



EQUIPMENT  
REPLACEMENT 08

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

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

**CITY OF CANYONVILLE**  
**BUDGET SUMMARY FOR EQUIPMENT REPLACEMENT FUND 08**

**TOTAL REVENUE:** **\$253,200.00**

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:	\$20,000.00
Transfer from Sewer Fund 08-00-44975:	\$10,000.00
Transfer from Street Fund 08-00-44977:	\$10,000.00

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

The fund balance carry over from last year:	\$205,200.00
Anticipated interest and sales of equipment	\$ 3,000.00

**CAPITAL OUTLAY:** **\$253,200.00**

Equipment Replacement Administration 08-10-66021: Administration has a total of \$46,097.00 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.

Equipment Replacement Park 08-10-66022: This line item was added so the Park department can save money for a new mower. The current mower is old and constantly having to be repaired. The total for this next budget year is \$66,653.00.

Equipment Replacement Water 08-10-66024: A total of \$78,113.00 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 \$26,127.00.

Equipment Replacement Streets 08-10-66026: The street department recently purchased a new Tymco Street Sweeper for \$130,100.00. We had enough money in this fund to make a \$75,000.00 down payment and the remainder will be paid in annual payments of \$9,000.00 due in February. The remaining balance of this line item after the annual payment will be set aside to save for future equipment needs. The current balance is \$36,210.00.

**TOTAL EXPENSES** **\$253,200.00**

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted	Adopted	Adopted	Adopted
122,894	142,156	167,669.00	182,460.00	08 R1 41000	EQUIPMENT REPLACEMENT FUND REVENUES Beginning Fund Balance	0.00	205,200.00	205,200.00	205,200.00	205,200.00	205,200.00	205,200.00	205,200.00	205,200.00
20,000	0	0.00	0.00	44971	**Transfer From Gen. (Admin)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0	20,000	10,000.00	10,000.00	44972	**Transfer From Gen. (Park)	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
10,000	0	20,000.00	20,000.00	44974	**Transfer From Water Fund	0.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
0	10,000	10,000.00	10,000.00	44975	**Transfer From Sewer Fund	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
25,000	30,000	10,000.00	10,000.00	44977	**Transfer from Street Fund	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
3,885	6,722	3,000.00	5,400.00	45000	Interest Earned	0.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
0	0	0.00	0.00	49501	Sale Of Surplus Equip.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
181,779	208,878	220,669	237,860		REVENUES Totals:	0.00	253,200	253,200	253,200	253,200	253,200	253,200	253,200	253,200
181,779	208,878	220,669	237,860		REVENUES TOTALS:	0.00	253,200	253,200	253,200	253,200	253,200	253,200	253,200	253,200

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	2021
Actual	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted
190	6,648	45,050.00		2,572.00	10 03 66021	ADMINISTRATION CAPITAL OUTLAY Equip. Rep.- Admin	0.00	46,097.00	46,097.00	46,097.00	46,097.00	46,097.00
0	130	56,024.00		0.00	66022	Equip. Rep. - Park	0.00	66,653.00	66,653.00	66,653.00	66,653.00	66,653.00
12,354	5,084	60,082.00		8,000.00	66024	Equip. Rep. - Water	0.00	78,113.00	78,113.00	78,113.00	78,113.00	78,113.00
4,714	5,673	24,117.00		10,000.00	66025	Equip. Rep. - Sewer	0.00	26,127.00	26,127.00	26,127.00	26,127.00	26,127.00
22,365	8,884	35,396.00		12,000.00	66026	Equip. Rep.- Streets	0.00	36,210.00	36,210.00	36,210.00	36,210.00	36,210.00
39,623	26,418	220,669		32,572		CAPITAL OUTLAY Totals:	0.00	253,200	253,200	253,200	253,200	253,200
39,623	26,418	220,669		32,572		EXPENDITURES TOTALS:	0.00	253,200	253,200	253,200	253,200	253,200
0	0	0		0		SECTION 2 REVENUES	0.00	0	0	0	0	0
39,623	26,418	220,669		32,572		SECTION 2 EXPENSES	0.00	253,200	253,200	253,200	253,200	253,200
(39,623)	(26,418)	(220,669)		(32,572)		ADMINISTRATION Totals:	0.00	(253,200)	(253,200)	(253,200)	(253,200)	(253,200)

2018	2019	2020		2020	Description	FTE	2021			2021
		Actual	Adopted				Estimated	Account	Requested	
181,779	208,878	220,669	237,860	SECTION 1 REVENUES	0.00	253,200	253,200	253,200	253,200	253,200
39,623	26,418	220,669	32,572	SECTION 1 EXPENSES	0.00	253,200	253,200	253,200	253,200	253,200
142,156	182,460	0	205,288	EQUIPMENT REPLACEMENT FUND	0.00	0	0	0	0	0





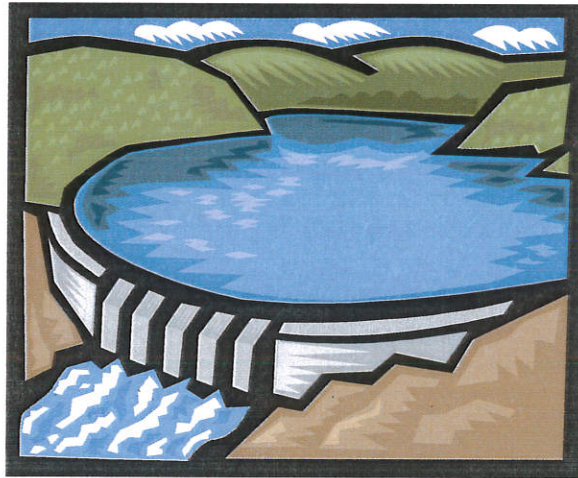
# CITY OF CANYONVILLE

## 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:** **\$52,662.00**

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

**DEBT SERVICE:** **\$ 0.00**

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

**RESERVE:** **\$ 0.00**

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

**ENDING FUND BAL:** **\$52,662.00**

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** **\$52,662.00**

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
52,516	52,662	52,663.00	52,662.00	16 R1 41000	DAM BOND AND INTEREST FU REVENUES Beginning Fund Balance	0.00	52,662.00	52,662.00	52,662.00	52,662.00
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
147	0	0.00	0.00	45000	Interest Earned	0.00	0.00	0.00	0.00	0.00
52,662	52,662	52,663	52,662		REVENUES Totals:	0.00	52,662	52,662	52,662	52,662
52,662	52,662	52,663	52,662		REVENUES TOTALS:	0.00	52,662	52,662	52,662	52,662

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	2021
Actual	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted
0	0	0	52,663.00	0.00	10 07 67000	ADMINISTRATION UNAPPROP. ENDING FND BAL Unapprop. Ending Fund Bal.	0.00	52,662.00	52,662.00	52,662.00	52,662.00	52,662.00
0	0	0	52,663	0	08	UNAPPROP. ENDING FND BAL.	0.00	52,662	52,662	52,662	52,662	52,662
0	0	0	0.00	0.00	68100	DEBT SERVICE Bond	0.00	0.00	0.00	0.00	0.00	0.00
0	0	0	0.00	0.00	68150	Bond Interest	0.00	0.00	0.00	0.00	0.00	0.00
0	0	0	0	0	09	DEBT SERVICE Totals:	0.00	0	0	0	0	0
0	0	0	0.00	0.00	66900	RESERVE Reserves	0.00	0.00	0.00	0.00	0.00	0.00
0	0	0	0	0		RESERVE Totals:	0.00	0	0	0	0	0
0	0	0	52,663	0		EXPENDITURES TOTALS:	0.00	52,662	52,662	52,662	52,662	52,662
0	0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0	0
0	0	0	52,663	0		SECTION 2 EXPENSES	0.00	52,662	52,662	52,662	52,662	52,662
0	0	0	(52,663)	0		ADMINISTRATION Totals:	0.00	(52,662)	(52,662)	(52,662)	(52,662)	(52,662)

2018	2019		2020		2020	Description	FTE	2021		2021	2021	2021
	Actual	Adopted	Adopted	Estimated				Account	Requested			
52,662	52,662	52,663	52,662		SECTION 1 REVENUES	0.00	52,662	52,662	52,662	52,662	52,662	52,662
0	0	52,663	0		SECTION 1 EXPENSES	0.00	52,662	52,662	52,662	52,662	52,662	52,662
52,662	52,662	0	52,662		DAM BOND AND INTEREST FU	0.00	0	0	0	0	0	0



**CITY OF CANYONVILLE**  
**BIKEWAY/FOOTPATH FUND 17**  
**SPECIAL REVENUE FUND**

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



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

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

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

**TOTAL REVENUE:** **\$20,50000**

Transfer from Streets 17-00-44976: this year \$1,300.00 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:** **\$20,500.00**

No project is planned for this year.

**TOTAL EXPENSES** **\$20,500.00**



2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
15,498	16,841	18,000.00	18,362.56	17 R1 41000	BIKEWAY/FOOTPATH FUND REVENUES Beginning Fund Balance	0.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00
1,100	1,100	1,200.00	1,200.00	44976	Transfer - St. Tax Str Fund	0.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
243	421	200.00	335.00	45000	Interest Earned	0.00	200.00	200.00	200.00	200.00	200.00
16,841	18,363	19,400	19,898		REVENUES Totals:	0.00	20,500	20,500	20,500	20,500	20,500
16,841	18,363	19,400	19,898		REVENUES TOTALS:	0.00	20,500	20,500	20,500	20,500	20,500

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0	0	19,400.00	0.00	10 03 66020	ADMINISTRATION CAPITAL OUTLAY Bikeway/Walkway	0.00	20,500.00	20,500.00	20,500.00	20,500.00
0	0	19,400	0		CAPITAL OUTLAY Totals:	0.00	20,500	20,500	20,500	20,500
0	0	19,400	0		EXPENDITURES TOTALS:	0.00	20,500	20,500	20,500	20,500
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0
0	0	19,400	0		SECTION 2 EXPENSES	0.00	20,500	20,500	20,500	20,500
0	0	(19,400)	0		ADMINISTRATION Totals:	0.00	(20,500)	(20,500)	(20,500)	(20,500)

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021			2021 Adopted
							Requested	Proposed	Approved	
16,841	18,363	19,400	19,898		SECTION 1 REVENUES	0.00	20,500	20,500	20,500	20,500
0	0	19,400	0		SECTION 1 EXPENSES	0.00	20,500	20,500	20,500	20,500
16,841	18,363	0	19,898		BIKEWAY/FOOTPATH FUND Tot	0.00	0	0	0	0

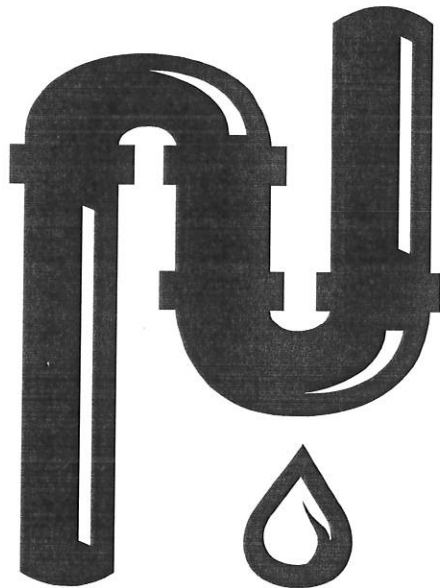


# CITY OF CANYONVILLE WATER SYSTEM DEVELOPMENT FUND 20

## 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.

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

**TOTAL REVENUE:** **\$215,940.00**

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

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

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

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

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

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

**MATERIAL AND SERVICES:** **\$215,940.00**

Last year separate line items were added which identify the amount of money available from system reimbursement and system improvement. Since the funds can only be used for specific uses this enables the City to track what is available easier. The interest on the account has been split between the two-line items.

Water System Reimbursement 20-10-63550: A total of \$72,107.00 has been accumulated for allowable reimbursement projects.

Water System Improvements 20-10-63555: A total of \$93,833.00 has been accumulated for future improvements to the water.

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

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

**TOTAL EXPENSES** **\$215,940.00**

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
162,911	174,627	200,386.00	201,000.00	20 RI 41000	WATER SYSTEM DEVELOPMEN REVENUES Beginning Fund Balance	0.00	207,000.00	207,000.00	207,000.00	207,000.00
3,901	6,617	1,000.00	5,326.00	45000	Interest Earned	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0	0	0.00	0.00	45305	O'Shea Creek Donation	0.00	0.00	0.00	0.00	0.00
2,800	5,600	2,800.00	1,400.00	46305	SDC Reimbursement Charges	0.00	2,800.00	2,800.00	2,800.00	2,800.00
4,938	13,851	4,940.00	2,469.00	46315	SDC Improvement Charges	0.00	4,940.00	4,940.00	4,940.00	4,940.00
77	308	200.00	77.00	46320	SDC Administrative Charge	0.00	200.00	200.00	200.00	200.00
174,627	201,003	209,326	210,272		REVENUES Totals:	0.00	215,940	215,940	215,940	215,940
174,627	201,003	209,326	210,272		REVENUES TOTALS:	0.00	215,940	215,940	215,940	215,940

2018	2019	2020	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted				
0	0	0.00	0.00	10 02 62410	ADMINISTRATION MATERIALS & SERVICES Legal Services	0.00	0.00	0.00	0.00	0.00				0.00
0	0	69,670.00	0.00	63550	WTR System Reimbursement	0.00	72,107.00	72,107.00	72,107.00	72,107.00				72,107.00
0	0	89,656.00	0.00	63555	WTR System Improvement	0.00	93,833.00	93,833.00	93,833.00	93,833.00				93,833.00
0	0	20,000.00	0.00	63560	O'Shea Creek Dev.	0.00	20,000.00	20,000.00	20,000.00	20,000.00				20,000.00
0	0	30,000.00	0.00	64862	Engineering Services	0.00	30,000.00	30,000.00	30,000.00	30,000.00				30,000.00
0	0	209,326	0	03	MATERIALS & SERVICES Totals	0.00	215,940	215,940	215,940	215,940				215,940
0	0	0.00	0.00	66080	CAPITAL OUTLAY GIFT-O'shea Creek Pipeline	0.00	0.00	0.00	0.00	0.00				0.00
0	0	0	0		CAPITAL OUTLAY Totals:	0.00	0	0	0	0				0
0	0	209,326	0		EXPENDITURES TOTALS:	0.00	215,940	215,940	215,940	215,940				215,940
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0				0
0	0	209,326	0		SECTION 2 EXPENSES	0.00	215,940	215,940	215,940	215,940				215,940
0	0	(209,326)	0		ADMINISTRATION Totals:	0.00	(215,940)	(215,940)	(215,940)	(215,940)				(215,940)



2018	2019	2020	2020	2020	Description	FTE	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account			Requested	Proposed	Approved	Adopted	
174,627	201,003	209,326	210,272		SECTION 1 REVENUES	0.00	215,940	215,940	215,940	215,940	215,940
0	0	209,326	0		SECTION 1 EXPENSES	0.00	215,940	215,940	215,940	215,940	215,940
174,627	201,003	0	210,272		WATER SYSTEM DEVELOPMEN	0.00	0	0	0	0	0



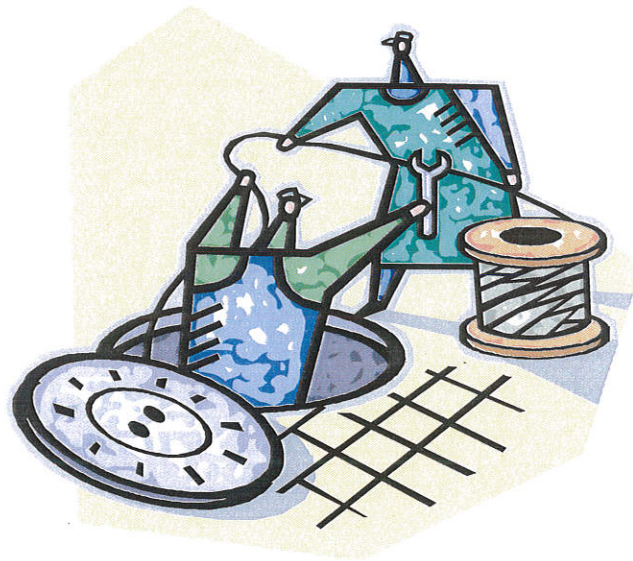
# CITY OF CANYONVILLE WASTE WATER SYSTEM DEVELOPMENT FUND 21

Waste Water  
SDC: S 21

## PROPRIETARY FUND

### SEWER SDC ADMINISTRATION (0 FTE)

Supported by employees in General Fund Administration and the Sewer Fund



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

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

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

**TOTAL REVENUE:** **\$563,796.00**

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

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

Expenditures from a system development fund are restricted by ORS 223.307. The improvement fee was based solely on the Phase II upgrade project, and the reimbursement fee was based on all other components and incurred costs associated with the City's treatment and collection system. Those funds must remain available for expenditure on those other aspects of the City's waste water system and cannot be used for Phase II upgrade project.

The sewer plant bids came in over the budgeted construction costs by \$1,744,000.00 so the City had to obtain additional financing from Rural Development. The additional money for funding the overage will be as follows:

USDA loan @ 2.5% for \$40 years	\$500,000.00
USDA grant	\$178,400.00
City's Systems Development fund	\$392,332.00
City's wastewater Capital Improvement fund	<u>\$673,284.00</u>
Total	\$1,744,016.00

The budget anticipates system development charges for two single family dwellings.

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

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

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

Engineering 21-10-64862: A total of \$115,000.00 has been accumulated in this line item to help pay for the engineering on future collections work.

**CAPITAL OUTLAY:**

**\$448,296.00**

Last year separate line items were added which identify the amount of money available from system reimbursement and system improvement. Since the funds can only be used for specific uses this enables the City to actually track what is available easier. The interest on the account has been split between the two-line items.

Wastewater System Reimbursement 21-10-66305: A total of \$411,084.00 is available for eligible reimbursement projects.

Wastewater System Improvements 21-10-66316: Last year a total of \$392,332.00 was transferred out of this line item into a special fund for the City's portion of the upgrade. The remaining balance for this year is \$37,212.00

**TRANSFER:**

**\$0.00**

Transfer to Fund 35 City Share of WWT Upgrade 35-10-69186: No additional money is needed for the sewer plant upgrade.

**TOTAL EXPENSES**

**\$563,796.00**

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted
819,404	854,396	893,603.00	908,484.00	21 R1 41000	WASTEWATER SYSTEM DEVEL REVENUES Beginning Fund Balance	0.00	540,546.00	540,546.00	540,546.00	540,546.00	540,546.00
24,310	41,882	6,000.00	33,000.00	45000	Interest Earned	0.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
2,626	3,939	3,000.00	1,313.00	46305	SDC Reimbursement Charges	0.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
7,950	7,950	8,000.00	3,975.00	46315	SDC Improvement Charge	0.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
106	318	250.00	106.00	46320	SDC Administrative Fee	0.00	250.00	250.00	250.00	250.00	250.00
0	0	0.00	0.00	46400	Transfer From Sewer Fund	0.00	0.00	0.00	0.00	0.00	0.00
854,396	908,485	910,853	946,878		REVENUES Totals:	0.00	563,796	563,796	563,796	563,796	563,796
854,396	908,485	910,853	946,878		REVENUES TOTALS:	0.00	563,796	563,796	563,796	563,796	563,796

2018	2019	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	2021
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted		
0	0	115,500.00	0.00	10 02 64862	ADMINISTRATION MATERIALS & SERVICES Engineering	0.00	115,500.00	115,500.00	115,500.00	115,500.00		115,500.00
0	0	115,500	0	03	MATERIALS & SERVICES Totals	0.00	115,500	115,500	115,500	115,500		115,500
0	0	0.00	0.00	63558	CAPITAL OUTLAY Land Acquisition	0.00	0.00	0.00	0.00	0.00		0.00
0	0	391,771.00	0.00	66305	WWTR System Reimbursement	0.00	411,084.00	411,084.00	411,084.00	411,084.00		411,084.00
0	0	11,250.00	0.00	66316	WWTR System Improvement	0.00	37,212.00	37,212.00	37,212.00	37,212.00		37,212.00
0	0	403,021	0	05	CAPITAL OUTLAY Totals:	0.00	448,296	448,296	448,296	448,296		448,296
0	0	392,332.00	392,332.00	69186	TRANSFERS Transfer - City Share Phase II	0.00	0.00	0.00	0.00	0.00		0.00
0	0	392,332	392,332		TRANSFERS Totals:	0.00	0	0	0	0		0
0	0	910,853	392,332		EXPENDITURES TOTALS:	0.00	563,796	563,796	563,796	563,796		563,796
0	0	0	0		SECTION 2 REVENUES	0.00	0	0	0	0		0
0	0	910,853	392,332		SECTION 2 EXPENSES	0.00	563,796	563,796	563,796	563,796		563,796
0	0	(910,853)	(392,332)		ADMINISTRATION Totals:	0.00	(563,796)	(563,796)	(563,796)	(563,796)		(563,796)

2018	2019	2020	2020	2020	Description	FTE	2021			2021	
							Actual	Adopted	Estimated		Account
854,396	908,485	910,853	946,878		SECTION 1 REVENUES	0.00	563,796	563,796	563,796	563,796	563,796
0	0	910,853	392,332		SECTION 1 EXPENSES	0.00	563,796	563,796	563,796	563,796	563,796
854,396	908,485	0	554,546		WASTEWATER SYSTEM LEVEL	0.00	0	0	0	0	0



