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 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
				02	STATE TAX STREET FUND					
				R1	REVENUES					
0.00	0.00	280,000.00	321,256.00	41000	Beginning Fund Balance	0.00	230,000.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	44780	Douglas Co. Aid To Cities	0.00	0.00	0.00	0.00	0.00
122,182.01	140,026.59	110,000.00	130,000.00	44950	Oregon Motor Veh. Rev.	0.00	110,000.00	0.00	0.00	0.00
0.00	0.00	150,000.00	150,000.00	44960	ODOT SCA Grant	0.00	0.00	0.00	0.00	0.00
2,200.06	775.00	800.00	1,750.00	44962	**ODOT Mowing	0.00	800.00	0.00	0.00	0.00
3,823.94	6,616.90	1,500.00	4,900.00	45000	Interest Earned	0.00	2,000.00	0.00	0.00	0.00
4,596.62	4,743.01	100.00	0.00	49400	Miscellaneous Receipts	0.00	100.00	0.00	0.00	0.00
132,802.63	152,161.50	542,400.00	607,906.00		REVENUES Totals:	0.00	342,900.00	0.00	0.00	0.00
132,802.63	152,161.50	542,400.00	607,906.00		REVENUES TOTALS:	0.00	342,900.00	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
				10	ADMINISTRATION					
				01	PERSONNEL SERVICES					
0.00	0.00	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00
0.00	2,581.03	10,000.00	10,000.00	61027	Utility Worker-New	0.25	10,700.00	0.00	0.00	0.00
12,995.86	9,715.83	7,000.00	7,000.00	61029	Utility Worker	0.15	7,000.00	0.00	0.00	0.00
2,040.06	2,140.46	3,000.00	3,000.00	61030	Finance Deputy Recorder	0.05	3,000.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
1,656.42	1,906.20	2,000.00	2,000.00	61035	Admin Assistant	0.05	2,200.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61040	Seasonal/Temporary	0.00	0.00	0.00	0.00	0.00
0.00	0.00	400.00	0.00	61150	Overtime	0.00	400.00	0.00	0.00	0.00
2,875.65	1,867.33	6,000.00	4,000.00	61300	PERS Retirement	0.00	6,500.00	0.00	0.00	0.00
1,276.92	1,251.33	2,000.00	2,000.00	61400	Social Security (FICA)	0.00	2,200.00	0.00	0.00	0.00
223.59	268.22	475.00	475.00	61450	State Unemployment (SUTA)	0.00	520.00	0.00	0.00	0.00
8,581.28	9,550.87	13,500.00	13,500.00	61500	Medical Insurance	0.00	14,000.00	0.00	0.00	0.00
15.17	13.59	50.00	50.00	61550	Workers Benefit Fund Assessmen	0.00	50.00	0.00	0.00	0.00
3,333.84	1,749.42	3,000.00	2,000.00	61551	Workers Compensation	0.00	3,000.00	0.00	0.00	0.00
32,998.79	31,044.28	47,425.00	44,025.00		PERSONNEL SERVICES Totals:	0.50	49,570.00	0.00	0.00	0.00
				02	MATERIALS & SERVICES					
468.51	466.24	500.00	500.00	62125	Safety Equipment & Supplies	0.00	500.00	0.00	0.00	0.00
626.93	679.85	900.00	900.00	62201	Cellular Phones	0.00	900.00	0.00	0.00	0.00
0.00	0.00	50.00	0.00	62500	Dues & Memberships	0.00	50.00	0.00	0.00	0.00
0.00	0.00	300.00	0.00	62501	Meals & Mileage	0.00	300.00	0.00	0.00	0.00
0.00	0.00	300.00	0.00	62502	Conferences & Training	0.00	300.00	0.00	0.00	0.00
263.48	0.00	600.00	300.00	63000	Boot Allowance	0.00	600.00	0.00	0.00	0.00
198.48	220.65	600.00	600.00	63200	Hand Tools - Small	0.00	600.00	0.00	0.00	0.00
1,498.23	1,414.84	1,700.00	1,404.00	63400	Insurance Property/Liability	0.00	1,700.00	0.00	0.00	0.00
1,704.57	1,778.24	4,000.00	4,000.00	63551	Materials and Supplies	0.00	4,000.00	0.00	0.00	0.00
1,269.86	1,618.62	6,500.00	6,500.00	63555	Paint & Signs	0.00	6,500.00	0.00	0.00	0.00
1,000.00	6,762.55	10,000.00	5,000.00	63557	Street Improvement	0.00	15,000.00	0.00	0.00	0.00
0.00	0.00	25.00	93.00	63610	Permits and Fees	0.00	25.00	0.00	0.00	0.00
0.00	90.00	100.00	0.00	64170	Drug Screen	0.00	100.00	0.00	0.00	0.00
675.00	6,896.00	10,000.00	2,000.00	64281	Engineer Service	0.00	10,000.00	0.00	0.00	0.00
1,660.83	1,504.00	3,000.00	3,000.00	64300	Vehicle Expense - Fuel	0.00	3,000.00	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
709.66	1,781.66	3,500.00	3,500.00	64304	Vehicle Expense - Maintenance	0.00	3,500.00	0.00	0.00	0.00
674.58	350.79	2,000.00	2,000.00	64306	Equipment - Fuel	0.00	2,000.00	0.00	0.00	0.00
2,290.38	1,203.69	4,000.00	4,000.00	64308	Equipment - Maintenance	0.00	4,000.00	0.00	0.00	0.00
0.00	205.72	1,000.00	500.00	64310	Equipment - Rental	0.00	1,000.00	0.00	0.00	0.00
0.00	0.00	2,000.00	500.00	64330	Storm Drain Maintenance	0.00	5,000.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	64900	Miscellaneous Expense	0.00	100.00	0.00	0.00	0.00
13,040.51	24,972.85	51,075.00	34,797.00		MATERIALS & SERVICES Totals	0.00	59,175.00	0.00	0.00	0.00
				03	CAPITAL OUTLAY					
0.00	739.95	1,000.00	0.00	66010	New Equipment	0.00	1,000.00	0.00	0.00	0.00
0.00	0.00	238,000.00	227,312.00	66030	Pine Street Paving-Phase 1 & 2	0.00	0.00	0.00	0.00	0.00
20,554.00	0.00	140,000.00	0.00	66040	Street Paving	0.00	0.00	0.00	0.00	0.00
0.00	0.00	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	66780	**Douglas County Aid to Cities	0.00	0.00	0.00	0.00	0.00
20,554.00	739.95	379,000.00	227,312.00		CAPITAL OUTLAY Totals:	0.00	1,000.00	0.00	0.00	0.00
				05	TRANSFERS					
25,000.00	30,000.00	10,000.00	10,000.00	69060	Transfer to Equipment Replacem	0.00	10,000.00	0.00	0.00	0.00
1,100.00	1,100.00	1,200.00	1,200.00	69070	Transfer/Bikeway1% 02-00-44950	0.00	1,300.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	69111	Transfer to Street Capital Res	0.00	111,000.00	0.00	0.00	0.00
26,100.00	31,100.00	11,200.00	11,200.00		TRANSFERS Totals:	0.00	122,300.00	0.00	0.00	0.00
				06	CONTINGENCY					
0.00	0.00	53,700.00	0.00	65010	Operating Contingencies	0.00	110,855.00	0.00	0.00	0.00
0.00	0.00	53,700.00	0.00		CONTINGENCY Totals:	0.00	110,855.00	0.00	0.00	0.00
92,693.30	87,857.08	542,400.00	317,334.00		EXPENDITURES TOTALS:	0.50	342,900.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
92,693.30	87,857.08	542,400.00	317,334.00		SECTION 2 EXPENSES	0.50	342,900.00	0.00	0.00	0.00
(92,693.30)	(87,857.08)	(542,400.00)	(317,334.00)		ADMINISTRATION Totals:	(0.50)	(342,900.00)	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	2021 FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
132,802.63	152,161.50	542,400.00	607,906.00		SECTION 1 REVENUES	0.00	342,900.00	0.00	0.00	0.00
92,693.30	87,857.08	542,400.00	317,334.00		SECTION 1 EXPENSES	0.50	342,900.00	0.00	0.00	0.00
40,109.33	64,304.42	0.00	290,572.00		STATE TAX STREET FUND Total	(0.50)	0.00	0.00	0.00	0.00

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 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
				06	WATER FUND					
				R1	REVENUES					
0.00	0.00	200,000.00	306,079.00	41000	Beginning Fund Balance	0.00	200,000.00	0.00	0.00	0.00
665.41	3,255.83	100.00	991.00	44790	Bulk Water Sales	0.00	100.00	0.00	0.00	0.00
2,607.24	4,511.50	2,000.00	3,600.00	45000	Interest Earned	0.00	2,000.00	0.00	0.00	0.00
424,468.03	420,728.66	400,000.00	400,000.00	46300	Water Collections	0.00	350,000.00	0.00	0.00	0.00
1,200.00	2,832.75	1,500.00	600.00	46310	Water Hook-Ups	0.00	1,500.00	0.00	0.00	0.00
50.00	230.00	100.00	200.00	46312	Reconnect Fee	0.00	100.00	0.00	0.00	0.00
10,673.62	7,040.48	10,000.00	10,000.00	46315	**Late Fees	0.00	10,000.00	0.00	0.00	0.00
0.00	0.00	100.00	0.00	46500	Bad Debt Recovery	0.00	100.00	0.00	0.00	0.00
15,710.22	248.50	100.00	9,413.00	49400	Miscellaneous	0.00	100.00	0.00	0.00	0.00
455,374.52	438,847.72	613,900.00	730,883.00		REVENUES Totals:	0.00	563,900.00	0.00	0.00	0.00
455,374.52	438,847.72	613,900.00	730,883.00		REVENUES TOTALS:	0.00	563,900.00	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
				10	ADMINISTRATION					
				01	PERSONNEL SERVICES					
8,803.53	9,062.02	10,000.00	10,000.00	61010	City Administrator/Rec.	0.15	12,000.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00
28,321.87	33,616.35	36,200.00	25,000.00	61025	Water Plant Operator	0.75	30,000.00	0.00	0.00	0.00
6,400.99	8,176.52	10,500.00	10,500.00	61026	Sewer Plant Operator	0.25	12,000.00	0.00	0.00	0.00
39,592.57	10,928.74	7,000.00	7,000.00	61027	Utility Worker-New	0.20	8,300.00	0.00	0.00	0.00
11,676.91	12,207.71	13,800.00	13,800.00	61028	Lead WWT Plant Operator	0.25	14,800.00	0.00	0.00	0.00
8,122.45	13,519.99	20,500.00	20,500.00	61029	Utility Worker	0.50	22,000.00	0.00	0.00	0.00
12,240.35	12,842.81	14,500.00	14,500.00	61030	Finance Deputy Recorder	0.30	16,000.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
9,938.14	11,437.43	8,900.00	8,900.00	61035	Admin Assistant	0.30	10,500.00	0.00	0.00	0.00
0.00	5,325.84	500.00	0.00	61040	Part Time Help	0.00	500.00	0.00	0.00	0.00
154.21	990.27	500.00	0.00	61150	Overtime	0.00	500.00	0.00	0.00	0.00
21,617.07	14,701.13	28,000.00	20,000.00	61300	PERS Retirement	0.00	32,000.00	0.00	0.00	0.00
8,963.07	8,638.82	11,500.00	9,000.00	61400	Social Security (FICA)	0.00	11,500.00	0.00	0.00	0.00
1,402.45	1,863.96	3,000.00	2,500.00	61450	State Unemployment (SUTA)	0.00	3,000.00	0.00	0.00	0.00
45,642.11	45,131.33	56,000.00	45,000.00	61500	Medical Insurance	0.00	50,000.00	0.00	0.00	0.00
88.51	83.47	250.00	70.00	61550	Workers Benefit Fund Assessmen	0.00	250.00	0.00	0.00	0.00
3,210.22	2,872.06	4,700.00	3,100.00	61551	Workers Compensation	0.00	4,500.00	0.00	0.00	0.00
206,174.45	191,398.45	225,850.00	189,870.00		PERSONNEL SERVICES Totals:	2.70	227,850.00	0.00	0.00	0.00
				02	MATERIALS & SERVICES					
7,500.00	7,500.00	7,500.00	7,500.00	61600	**Administrative Charge	0.00	7,500.00	0.00	0.00	0.00
15,000.00	15,000.00	15,000.00	15,000.00	61605	Water Franchise	0.00	15,000.00	0.00	0.00	0.00
7,312.60	7,178.89	15,000.00	10,000.00	61660	Technology Support & Maint.	0.00	10,000.00	0.00	0.00	0.00
17,710.27	19,189.09	24,000.00	24,000.00	62120	Electricity	0.00	25,000.00	0.00	0.00	0.00
97.50	534.84	700.00	300.00	62125	Safety Equipment & Supplies	0.00	700.00	0.00	0.00	0.00
2,021.08	1,914.28	2,400.00	2,400.00	62200	Telephone	0.00	2,600.00	0.00	0.00	0.00
1,004.41	867.36	1,300.00	1,000.00	62201	Cellular Phones	0.00	1,300.00	0.00	0.00	0.00
396.00	0.00	10,000.00	0.00	62410	Legal Services	0.00	5,000.00	0.00	0.00	0.00
416.61	759.88	1,000.00	760.00	62500	Dues & Memberships	0.00	1,000.00	0.00	0.00	0.00
67.89	27.25	500.00	200.00	62501	Meals & Mileage	0.00	500.00	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
1,760.43	410.00	2,000.00	400.00	62502	Conferences & Training	0.00	2,000.00	0.00	0.00	0.00
397.98	117.01	600.00	200.00	63000	Boot Allowance	0.00	600.00	0.00	0.00	0.00
0.00	400.00	1,000.00	800.00	63060	Water Hook-Up-County % 2004-05	0.00	1,000.00	0.00	0.00	0.00
374.84	701.24	1,000.00	300.00	63200	Hand Tools - Small	0.00	1,000.00	0.00	0.00	0.00
9,493.37	9,593.27	11,000.00	9,600.00	63400	Insurance - Property/Liability	0.00	11,000.00	0.00	0.00	0.00
423.49	41.18	2,500.00	1,000.00	63551	Intake Repair Maint	0.00	2,500.00	0.00	0.00	0.00
10,487.18	3,802.15	15,000.00	15,000.00	63552	Water System Maint.	0.00	15,000.00	0.00	0.00	0.00
2,320.00	1,610.89	5,000.00	5,000.00	63556	Replacement - Service & Meters	0.00	5,000.00	0.00	0.00	0.00
1,101.94	1,631.34	3,500.00	2,000.00	63557	NEW - Services & Meters	0.00	3,500.00	0.00	0.00	0.00
2,769.32	2,535.31	5,000.00	5,000.00	63600	Plant/Grounds Maint.	0.00	5,000.00	0.00	0.00	0.00
3,286.02	2,083.07	6,500.00	4,500.00	63610	Permits & Fees	0.00	6,500.00	0.00	0.00	0.00
12,446.73	12,483.02	20,000.00	20,000.00	63650	Chlorine And Chemicals	0.00	20,000.00	0.00	0.00	0.00
4,052.28	5,335.15	7,000.00	7,000.00	63900	Water Samples	0.00	7,000.00	0.00	0.00	0.00
2,137.73	2,177.84	3,500.00	3,500.00	64100	Printing And Postage	0.00	3,500.00	0.00	0.00	0.00
2,067.41	1,623.51	2,500.00	2,500.00	64150	Supplies	0.00	2,500.00	0.00	0.00	0.00
90.00	0.00	200.00	70.00	64170	Drug Screen	0.00	200.00	0.00	0.00	0.00
2,214.34	2,485.88	3,000.00	3,000.00	64300	Vehicle Expense - Fuel	0.00	3,000.00	0.00	0.00	0.00
(178.20)	273.88	500.00	500.00	64301	Equipment Rental	0.00	500.00	0.00	0.00	0.00
3,292.82	495.88	2,500.00	1,000.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	0.00	0.00	0.00
472.25	258.80	900.00	400.00	64306	Equipment - Fuel	0.00	900.00	0.00	0.00	0.00
382.03	654.07	1,500.00	1,000.00	64308	Equipment Repair	0.00	1,500.00	0.00	0.00	0.00
2,645.66	2,878.23	3,300.00	2,921.00	64450	Fire Control	0.00	3,300.00	0.00	0.00	0.00
6,200.00	9,550.00	18,000.00	11,000.00	64800	Consulting Services	0.00	15,000.00	0.00	0.00	0.00
330.00	70.00	10,000.00	2,000.00	64862	Engineering Services	0.00	10,000.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	64900	Miscellaneous Expense	0.00	100.00	0.00	0.00	0.00
120,093.98	114,183.31	203,400.00	159,851.00		MATERIALS & SERVICES Totals	0.00	191,700.00	0.00	0.00	0.00
				03	CAPITAL OUTLAY					
0.00	3,326.23	10,000.00	0.00	66010	Small Equipment Replacement	0.00	10,000.00	0.00	0.00	0.00
6,328.97	5,112.00	10,000.00	5,000.00	66014	Water Line Replacement	0.00	10,000.00	0.00	0.00	0.00
1,905.00	1,905.00	1,925.00	1,925.00	68501	Dam Payment/Per Customer	0.00	1,975.00	0.00	0.00	0.00
8,233.97	10,343.23	21,925.00	6,925.00		CAPITAL OUTLAY Totals:	0.00	21,975.00	0.00	0.00	0.00
				05	TRANSFERS					

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
10,000.00	0.00	20,000.00	20,000.00	69060	Transfer To Equip. Replace.	0.00	20,000.00	0.00	0.00	0.00
65,000.00	65,000.00	55,000.00	55,000.00	69063	Transfer-Capital Reserve	0.00	35,000.00	0.00	0.00	0.00
10,000.00	10,000.00	10,000.00	10,000.00	69065	Transfer Late Fee-Capital Res	0.00	10,000.00	0.00	0.00	0.00
5,835.00	0.00	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
90,835.00	75,000.00	85,000.00	85,000.00		TRANSFERS Totals:	0.00	65,000.00	0.00	0.00	0.00
				06	CONTINGENCY					
0.00	0.00	75,725.00	0.00	65010	Operating Contingencies	0.00	55,375.00	0.00	0.00	0.00
0.00	0.00	75,725.00	0.00		CONTINGENCY Totals:	0.00	55,375.00	0.00	0.00	0.00
				08	DEBT SERVICE					
0.00	0.00	2,000.00	0.00	64907	Debt Service Claim	0.00	2,000.00	0.00	0.00	0.00
0.00	0.00	2,000.00	0.00		DEBT SERVICE Totals:	0.00	2,000.00	0.00	0.00	0.00
425,337.40	390,924.99	613,900.00	441,646.00		EXPENDITURES TOTALS:	2.70	563,900.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
425,337.40	390,924.99	613,900.00	441,646.00		SECTION 2 EXPENSES	2.70	563,900.00	0.00	0.00	0.00
(425,337.40)	(390,924.99)	(613,900.00)	(441,646.00)		ADMINISTRATION Totals:	(2.70)	(563,900.00)	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
455,374.52	438,847.72	613,900.00	730,883.00		SECTION 1 REVENUES	0.00	563,900.00	0.00	0.00	0.00
425,337.40	390,924.99	613,900.00	441,646.00		SECTION 1 EXPENSES	2.70	563,900.00	0.00	0.00	0.00
30,037.12	47,922.73	0.00	289,237.00		WATER FUND Totals:	(2.70)	0.00	0.00	0.00	0.00

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:

Effective Date	Single Family Dwellings	All other classifications
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 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
				07	SEWER FUND					
				R1	REVENUES					
0.00	0.00	190,000.00	216,250.00	41000	Beginning Fund Balance	0.00	200,000.00	0.00	0.00	0.00
1,578.24	1,104.85	1,500.00	0.00	43010	Prev Levied Taxes	0.00	0.00	0.00	0.00	0.00
0.00	0.00	300.00	0.00	44090	Sewer Permits	0.00	300.00	0.00	0.00	0.00
5,996.67	10,376.48	6,000.00	8,400.00	45000	Interest Earned	0.00	6,000.00	0.00	0.00	0.00
922,349.02	897,991.02	840,000.00	900,000.00	46280	Sewer Collections	0.00	840,000.00	0.00	0.00	0.00
0.00	0.00	100.00	220.00	46500	Bad Debt Recovery	0.00	100.00	0.00	0.00	0.00
588.36	1,707.16	500.00	4,000.00	49400	Miscellaneous Receipts	0.00	500.00	0.00	0.00	0.00
930,512.29	911,179.51	1,038,400.00	1,128,870.00		REVENUES Totals:	0.00	1,046,900.00	0.00	0.00	0.00
930,512.29	911,179.51	1,038,400.00	1,128,870.00		REVENUES TOTALS:	0.00	1,046,900.00	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
				10	ADMINISTRATION					
				01	PERSONNEL SERVICES					
11,737.91	12,025.39	13,500.00	13,500.00	61010	City Administrator/Rec.	0.20	13,500.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00
9,440.57	11,205.38	12,500.00	8,000.00	61025	Water Plant Operator	0.25	9,600.00	0.00	0.00	0.00
23,837.05	24,529.71	32,000.00	28,000.00	61026	Sewer Plant Operator	0.75	32,800.00	0.00	0.00	0.00
7,876.34	2,072.83	7,200.00	7,200.00	61027	Utility Worker-New	0.20	7,600.00	0.00	0.00	0.00
35,031.19	36,623.73	41,500.00	41,500.00	61028	Lead WWT Plant Operator	0.75	41,600.00	0.00	0.00	0.00
6,497.89	8,982.42	12,300.00	12,300.00	61029	Utility Worker	0.20	12,800.00	0.00	0.00	0.00
12,240.34	12,842.79	14,500.00	14,500.00	61030	Finance Deputy Recorder	0.30	15,400.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
9,938.33	11,437.52	8,900.00	8,900.00	61035	Admin Assistant	0.30	9,600.00	0.00	0.00	0.00
46.36	551.76	500.00	58.00	61150	Overtime	0.00	500.00	0.00	0.00	0.00
18,806.14	17,215.41	32,000.00	25,000.00	61300	PERS Retirement	0.00	36,600.00	0.00	0.00	0.00
8,921.69	9,219.49	13,000.00	13,000.00	61400	Social Security (FICA)	0.00	13,200.00	0.00	0.00	0.00
1,380.68	1,956.55	3,500.00	3,000.00	61450	State Unemployment (SUTA)	0.00	3,500.00	0.00	0.00	0.00
39,221.83	41,154.73	48,000.00	42,760.00	61500	Medical Insurance	0.00	45,000.00	0.00	0.00	0.00
93.16	88.28	250.00	100.00	61550	Workers Benefit Fund Assessmen	0.00	250.00	0.00	0.00	0.00
4,164.14	3,769.66	6,500.00	4,500.00	61551	Workers Compensation	0.00	6,500.00	0.00	0.00	0.00
189,233.62	193,675.65	246,150.00	222,318.00		PERSONNEL SERVICES Totals:	2.95	248,450.00	0.00	0.00	0.00
				02	MATERIALS & SERVICES					
7,500.00	7,500.00	7,500.00	7,500.00	61600	**Administrative Charge	0.00	7,500.00	0.00	0.00	0.00
15,000.00	15,000.00	15,000.00	15,000.00	61610	Sewer Franchise	0.00	15,000.00	0.00	0.00	0.00
5,737.73	3,705.29	12,000.00	5,000.00	61660	Technology Support & Maint.	0.00	12,000.00	0.00	0.00	0.00
23,012.49	24,575.23	40,000.00	25,000.00	62120	Electricity	0.00	40,000.00	0.00	0.00	0.00
36,206.16	43,240.42	59,000.00	45,000.00	62122	Water	0.00	50,000.00	0.00	0.00	0.00
375.05	649.12	700.00	700.00	62125	Safety Equip.	0.00	700.00	0.00	0.00	0.00
2,293.55	2,400.76	2,700.00	2,700.00	62200	Telephone	0.00	2,700.00	0.00	0.00	0.00
918.02	726.41	1,200.00	1,200.00	62201	Cellular Phones	0.00	1,200.00	0.00	0.00	0.00
0.00	0.00	5,000.00	0.00	62410	Legal Services	0.00	5,000.00	0.00	0.00	0.00
556.61	170.00	800.00	400.00	62500	Dues & Memberships	0.00	800.00	0.00	0.00	0.00
0.00	0.00	1,000.00	0.00	62501	Meals & Mileage	0.00	1,000.00	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
680.00	615.00	2,600.00	0.00	62502	Conferences & Training	0.00	2,600.00	0.00	0.00	0.00
335.98	109.01	600.00	100.00	63000	Boot Allowance	0.00	600.00	0.00	0.00	0.00
235.55	359.38	500.00	500.00	63200	Hand Tools	0.00	500.00	0.00	0.00	0.00
0.00	0.00	500.00	0.00	63350	Rental Expenses	0.00	500.00	0.00	0.00	0.00
14,747.41	14,493.42	16,000.00	14,378.00	63400	Insurance Property/Liability	0.00	16,000.00	0.00	0.00	0.00
705.74	1,122.00	4,000.00	2,000.00	63554	Sewer System Maintenance	0.00	4,000.00	0.00	0.00	0.00
9,321.94	9,425.51	15,000.00	15,000.00	63555	Lab Work	0.00	20,000.00	0.00	0.00	0.00
7,630.35	3,026.45	7,000.00	7,000.00	63600	Plant/Grounds Maintenance	0.00	7,000.00	0.00	0.00	0.00
198.58	3,025.13	5,000.00	3,500.00	63610	Permits & Fees	0.00	5,000.00	0.00	0.00	0.00
17,024.25	33,284.76	41,000.00	41,500.00	63650	Chlorine And Chemicals	0.00	41,000.00	0.00	0.00	0.00
0.00	0.00	250.00	0.00	63660	Sludge Site	0.00	250.00	0.00	0.00	0.00
26,672.00	32,928.00	35,000.00	35,000.00	63670	Sludge Removal	0.00	30,000.00	0.00	0.00	0.00
2,603.49	2,737.50	3,500.00	3,000.00	64100	Printing And Postage	0.00	3,500.00	0.00	0.00	0.00
1,861.45	2,072.41	3,000.00	3,000.00	64150	Supplies	0.00	3,000.00	0.00	0.00	0.00
465.00	300.00	500.00	500.00	64170	Drug Screen/CDL (2year)	0.00	500.00	0.00	0.00	0.00
1,386.17	2,252.13	2,500.00	2,500.00	64300	Vehicle Expense - Fuel	0.00	2,500.00	0.00	0.00	0.00
0.00	0.00	500.00	0.00	64301	Equipment Rental	0.00	500.00	0.00	0.00	0.00
175.29	61.95	2,500.00	1,000.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	0.00	0.00	0.00
662.15	762.33	2,000.00	800.00	64306	Equipment - Fuel	0.00	3,000.00	0.00	0.00	0.00
2,096.05	2,594.37	3,500.00	2,500.00	64308	Equipment - Maintenance	0.00	3,500.00	0.00	0.00	0.00
0.00	14,500.00	18,000.00	15,000.00	64800	Consulting Services	0.00	18,000.00	0.00	0.00	0.00
1,885.95	1,563.55	10,000.00	6,000.00	64862	Engineering Services	0.00	10,000.00	0.00	0.00	0.00
0.00	0.00	50.00	0.00	64900	Miscellaneous Expense	0.00	50.00	0.00	0.00	0.00
180,286.96	223,200.13	318,400.00	255,778.00		MATERIALS & SERVICES Totals	0.00	310,400.00	0.00	0.00	0.00
				03	CAPITAL OUTLAY					
0.00	942.66	10,000.00	0.00	66010	New Equipment	0.00	10,000.00	0.00	0.00	0.00
0.00	942.66	10,000.00	0.00		CAPITAL OUTLAY Totals:	0.00	10,000.00	0.00	0.00	0.00
				05	TRANSFERS					
0.00	10,000.00	10,000.00	10,000.00	69060	Transfer To Equip. Replace.	0.00	10,000.00	0.00	0.00	0.00
480,000.00	480,000.00	420,500.00	420,500.00	69063	Transfer To Capital Res.	0.00	432,800.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
480,000.00	490,000.00	430,500.00	430,500.00		TRANSFERS Totals:	0.00	442,800.00	0.00	0.00	0.00
				06	CONTINGENCY					
0.00	0.00	33,350.00	0.00	65010	Operating Contingencies	0.00	35,250.00	0.00	0.00	0.00
0.00	0.00	33,350.00	0.00		CONTINGENCY Totals:	0.00	35,250.00	0.00	0.00	0.00
				07	UNAPPROP.ENDING FND BAL					
0.00	0.00	0.00	0.00	67250	Unapprop. Ending Fund Bal.	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00		UNAPPROP.ENDING FND BAL T	0.00	0.00	0.00	0.00	0.00
				08	DEBT SERVICE					
47,320.74	23,605.82	0.00	0.00	64902	SRF Loan R20590	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	64907	Debt Services Claim	0.00	0.00	0.00	0.00	0.00
47,320.74	23,605.82	0.00	0.00		DEBT SERVICE Totals:	0.00	0.00	0.00	0.00	0.00
896,841.32	931,424.26	1,038,400.00	908,596.00		EXPENDITURES TOTALS:	2.95	1,046,900.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
896,841.32	931,424.26	1,038,400.00	908,596.00		SECTION 2 EXPENSES	2.95	1,046,900.00	0.00	0.00	0.00
(896,841.32)	(931,424.26)	(1,038,400.00)	(908,596.00)		ADMINISTRATION Totals:	(2.95)	(1,046,900.00)	0.00	0.00	0.00

2018 Actual	2019 Actual	2020 Adopted	2020 Estimated	Account	Description	FTE	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
930,512.29	911,179.51	1,038,400.00	1,128,870.00		SECTION 1 REVENUES	0.00	1,046,900.00	0.00	0.00	0.00
896,841.32	931,424.26	1,038,400.00	908,596.00		SECTION 1 EXPENSES	2.95	1,046,900.00	0.00	0.00	0.00
33,670.97	(20,244.75)	0.00	220,274.00		SEWER FUND Totals:	(2.95)	0.00	0.00	0.00	0.00